TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, June 2, 2021

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard

TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance

NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday June 2, 2021
REGULAR MEETING 7:00 P.M.

NOTICE
Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public,the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE 891949

Download Agenda Packet and Materials at http://www.todb.ca.gov/

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance.
3. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve May 19, 2021 Regular Board of Directors DRAFT Meeting minutes.
2. Approve May 20, 2021 Special Budget Meeting of the Board of Directors DRAFT minutes.
3. Approve Register of District Invoices.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Assembly Member Jim Frazier, District 11.
2. Supervisor Diane Burgis, District III Report.
3. Sheriff's Office Report.
4. CHP Report.
5. East Contra Costa Fire Protection District Report.

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Public Hearing to Review and Adopt the Urban Water Management Plan.
2. Discussion and Possible Action to Approve Car Show Event in Cornell Park on June 26, 2021.
3. Discussion and Possible Action to approve and adopt the Environmental Mitigation Monitoring Plan (EMMP) Prepared by Advisian for the Diffuser Repair Project.
4. Discussion and Possible Action Regarding Prop 68 Per Capita Grant Project Selection.
5. Fiscal Year 2021-22 Proposed DRAFT Operating, Capital and Revenue Budgets.

H. MANAGER'S REPORT

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

1. Standing Committee Reports.
   a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Carolyn Graham) June 2, 2021.
   b. Finance Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) June 2, 2021.
   c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter) June 2, 2021.
2. Other Reportable Items.

K. DIRECTOR'S TRAINING AND REGIONAL MEETING REPORTS

1. CSDA: SDLA Module 3 – Board's Role in Finance and Fiscal Accountability – May 12 & 13, 2021 – Director Ashley Porter, Director Carolyn Graham, Director Michael Callahan.
2. CSDA: SDLA Module 4– Board's Role in HR – May 26 & 27, 2021 – Director Ashley Porter, Director Carolyn Graham, Director Michael Callahan.

L. CORRESPONDENCE RECEIVED

M. FUTURE AGENDA ITEMS

N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA
(Government Code Section 54957.7)

O. CLOSED SESSION:

1. Conference With Legal Counsel-Anticipated Litigation
   Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: one case
2. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
   Agency Designated Representative: Michael R. Davies
   Unrepresented Employee: All TODB Employees
3. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
   Agency Designated Representative: Bryon Gutow/Rod Attebery
   Unrepresented Employee: General Manager

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION
(Government Code Section 54957.1)

Q. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding Town of Discovery Bay Employees Compensation.
2. Discussion and Possible Action Regarding Town of Discovery Bay General Manager Compensation.

R. ADJOURNMENT

Adjourn to the regular meeting on June 16, beginning at 7:00 p.m. at the Community Center located at1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California

Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

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TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT
SDLF Platinum-Level of Governance
PLATINUM LEVEL

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday May 19, 2021,
REGULAR MEETING 7:00 P.M.

NOTICE
Coronavirus COVID-19

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REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Bryon Gutow.
2. Pledge of Allegiance – Led by Director Ashley Porter.
3. Roll Call – All present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve May 5, 2021, Regular Board of Directors DRAFT Meeting minutes.
2. Approve Register of District Invoices.
3. Approve Board and Management Attendance at the 2021 Annual Discovery Bay Chamber of Commerce State of the Town Event.

Motion made by Director Ashley Porter to approve items on the Consent Calendar as presented.
Second by Vice President Kevin Graves.
Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. AREA AGENCIES REPORTS / PRESENTATION

E. LIAISON REPORTS

F. PRESENTATIONS

1. Caltrans Presentations on Highway 4 Construction.

Skip Allum, Public Information Officer at Caltrans in Stockton provided information regarding closure and detours during construction on Highway 4 between Discovery Bay and Stockton. There are three (3) projects planned that will affect travel and extend the commute along Highway 4. Each of these projects will require

closure and detours for at least 55 hours. The closures will affect traffic from Fridays at 10:00 p.m. until 5:00 a.m. on Mondays. The only traffic permitted along the closed portions of the highway will be emergency vehicles and those who are trying to reach local businesses along the closed portion. There will not be any construction during the week, only weekends. Caltrans has the support of local agencies to help reach the public with communications regarding these projects.

Public comment regarding:

- Date of first project.

Per Skip Allum, the expected start date of the construction on Highway 4 will begin in September 2021.

2. Monthly Water and Wastewater Report from Veolia – April 2021.

Veolia Project Manager Anthony Harper updated the Board with April 2021 operations. Advised of reports which have been submitted to the state as required. Plant No. 1 is still inactive. All 15 lift stations are active and running. Safety trainings continue and wastewater compliance numbers are very good.

Vice President Kevin Graves asked if the project on Willow Lake and Laguna has been completed.

Water and Wastewater Manager Aaron Goldsworthy advised there is one more thing to do on the Laguna and then the job will be done.

President Bryon Gutow asked for an explanation regarding site security training.

Veolia Project Manager Harper explained that they have been taking extra precaution to make sure all buildings are locked and equipment is secure.

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Approving the Scope of Work for BSK to Perform Geotechnical Observation, Materials Testing and Special Inspection Services During Construction for the Denitrification Project in the Amount of $90,752.

   District Water Engineer Gregory Harris explained to the Board that as part of the Denitrification Project soils and concrete will need to be tested. BSK is the Geotechnical Engineer of Record for the project.

   Staff recommends that the Board:

   a. Approve the Scope and Budget Contained in the BSK Associates SCOPE OF SERVICES Dated April 2, 2021, to Perform Geotechnical Observation, Materials Testing and Special Inspection Services for the Denitrification and Master Plan Improvement Project
   b. Authorize the General Manager to Execute the Town's Standard Form of Consulting Agreement with BSK Associates to perform the SCOPE OF SERVICES attached as Exhibit A in the Amount of $90,000.

   Vice President Kevin Graves made a motion to approve staff's recommendation.

   Assistant General Manager Dina Breitstein clarified that staff recommends approving the full cost of BSK services as quoted for $90,752.00.

   Vice President Kevin Graves made a motion to approve BSK Geotechnical services as quoted for $90,752.00.

   Second by President Bryon Gutow.

   Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

2. Discussion and Possible Action to Award the Denitrification and Master Plan Upgrades Project to the lowest responsive bidder in the amount of $15,994,000.

   District Water Engineer Gregory Harris advised the Board of the responses received by contractors for the Denitrification Project bid. He advised the Board that it's difficult to find materials and that has caused inflation in price for construction supplies. The lowest bidder was Anderson Pacific at $15,994,000.

   Director Ashley Porter asked if there are any charges or fees if the December 2023 deadline is not met.

   District Water Engineer Gregory Harris advised there would be a fine of approximately $9,000 a day.

   Assistant General Manager Dina Breitstein advised the Board that notes are being kept of any delays due to vendors not being able to obtain supplies.

   Director Ashley Porter asked staff to provide reports of delays to the Board.

   Veolia Project Manager Harper indicated Veolia will be in communication with the state regarding the Town's progress and can make those reports available to the Board.

   Director Michael Callahan asked if the contracts we have with the contractors have contingencies within that will hold someone responsible for not meeting deadlines.

   District Water Engineer Gregory Harris advised that the contractor is only given relief if the hardship is completely out of their control. If projects are not completed on time due to negligence, there are liquidated damages of up to $10,000 a day.

   President Bryon Gutow asked who the lead is responsible for this project.

   District Water Engineer Gregory Harris stated it is Herwit Engineering which will be the Project Manager. He advised the Board of staff's request to add 10% for any contingencies and to allow the General Manager to issue change orders.

Public comment regarding:

- Borrowing finances to help pay for this project.

Assistant General Manager Dina Breitstein advised that this will be discussed at a later time with Finance Manager Julie Carter and with the Finance Committee.
Motion made by Vice President Kevin Graves to award contract to Anderson Pacific.
Second by Director Ashley Porter.
Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0
Vice President Kevin Graves advised Assistant General Manager Dina Breitstein he is looking forward to hearing her presentation regarding financing options for this project.

3. Discussion and Possible Action Regarding Date, Time, Agenda and Budget of Discovery Bay Town Hall Event.
   General Manager Mike Davies asked the Board for guidance regarding the Town Hall event proposed by the Communications Committee. There are still questions regarding guidelines from Contra Costa County Health Department for which modifications to this event might be required. Town seeks input to modify the date of the event or to make other suggestions.
   Vice President Kevin Graves recommended the date be move to later in the summer to help highlight the opening of the Community Center pool.
   Director Michael Callahan concurred to revising the event for another time to work around the scheduling of the pool opening.
   Director Ashley Porter asked if it was possible to schedule the Town Hall for a day that the community already has an event in place to allow more people to attend without having them schedule two events separately.
   Director Michael Callahan agreed and will bring the idea to the Communications Committee to help schedule the Town Hall on a date that will possibly bring more attendance.
4. Discussion and Possible Action Regarding the Town of Discovery Bay Communications Placard.
   General Manager Mike Davies presented a few ideas for a Town placard which will identify a recognizable image when the Town has information for the public. The placards presented to the Board were discussed and Director Michael Callahan advised that the Town logo would look good for any digital communications but it might not look clear in any printed images.
   Director Michael Callahan will come back to the Board with options that include the Boards feedback.

H. MANAGER'S REPORT

Recreation Program Supervisor Monica Gallo updated the Board with information about the hiring of part time staff at the Community Center. There are a few interviews scheduled for front desk staff. None have been scheduled for the lifeguard positions. Lifeguards need to be certified by the American Red Cross and there is a fee for the certification.
Director Ashley Porter recommended possibly looking into the option of reimbursing the fee for anyone hired. The Board discussed this option and all agreed that it would be a good choice to provide certification reimbursement upon being hired.
Recreation Program Supervisor Monica Gallo advised that she would reach out to American Red Cross and see how to start the process.

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

K. DIRECTOR'S TRAINING

L. DIRECTOR'S REGIONAL MEETING REPORTS

Vice President Kevin Graves attended the ECCFPD meeting where the fire season was discussed. Board of Supervisors will move forward with making changes to the Fireworks Ordinances.
He also sat in on the Aviation Committee meeting and learned there will be new hangars including a drone testing company and artificial intelligence testing company.

M. CORRESPONDENCE RECEIVED

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT

1. Adjourned at 8:00 p.m. to the regular meeting on June 2, 2021, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting.”

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TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT
SDLF Platinum-Level of Governance
PLATINUM LEVEL

MINUTES OF NOTICE, CALL AND AGENDA
OF A SPECIAL BUDGET MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Thursday, May 20, 2021
3:00 P.M.

NOTICE
Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

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TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (866) 848-2216
CONFERENCE CODE 5193676302#

Download Agenda Packet and Materials at http://www.todb.ca.gov/

REGULAR MEETING 3:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 3:00 p.m. – By President Bryon Gutow.
2. Pledge of Allegiance – Led by President Bryon Gutow.
3. Roll Call – All present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. BUSINESS AND ACTION ITEMS

1. Discussion Regarding Fiscal Year 2021-22 Proposed Operating Capital and Revenue Budgets.

Finance Manager Julie Carter presented the Proposed Operating Capital and Revenue Budgets for fiscal year 2021-2022 to the Board. She discussed the process in which the budget will be reviewed. Reviewing the Proposed Operating Capital and Revenue Budgets included discussion about the financial impact of Town projects and planning for future Town expenses. Finance Manager Julie Carter stated the annual finance audit was turned in on time and came back from the auditors as a very clean budget.

Vice President Kevin Graves asked how the process to move Town of Discovery Bay finances to Town control from county administration was moving along.

Finance Manager Julie Carter advised the process to write a finance manual has been done. The manual requires legal and auditor review and the target to complete this is set for July 2021.

Accounts and balances were reviewed. As the accounts were discussed, Board members asked questions and requested for clarification on several accounts.

During the discussion about employee wages, Director Graham asked how long the Town has had 20 employees.

General Manager Mike Davies advised that the employee count was 18 when he arrived and since that time, the Town has added an Assistant General Manager position and a part time Project Manager position.

Finance Manager Julie Carter explained the graph on page 20 of the Budget. It shows where Town of Discovery Bay receives its revenue and where the funds are being spent. Over half of the Town's revenue

comes from wastewater. Approximately 40% of the Town's revenue comes from water. Finance Manager Julie Carter advised that the District's expenses line up closely with the District's revenue.
She advised the Board of the cost of consulting services. There was a request for a workforce survey. This expense is estimated to be close to $40,000. Board questioned the need for this service. Director Carolyn Graham explained the purpose of the workforce survey. Board recommended waiting until the possibility of a new Town Office is explored since at that time a needs assessment will likely be done, eliminating the need for a workforce study. The budgeted amount for this project was removed as a potential expense. Vice President Kevin Graves requested these expenses be brought to the attention of the Finance Committee for review prior to incorporating them into any budgets.
Finance Manager Julie Carter explained possible change to having only one bond payment in the future.
Finance Manager Julie Carter advised the Board that each year there is a 25% increase to the Town's Insurance Liability and Property account for Special District Risk Management Authority (SDRMA).
Director Carolyn Graham and President Bryon Gutow asked about the possibility to change insurance companies for the purpose of not having a yearly increase of 25%.
Vice President Kevin Graves advised that prices were compared when the Town was looking for insurance and other companies did not come close to the low cost of SDRMA.
Finance Manager Julie Carter advised that if an employee only works for the Wastewater Department, their wages will only come from that budget, however if an employee distributes his/her time among more than one department, their wages will come from each of those budgets and will reflect the percentage of time worked in that respective department.
Vice President Kevin Graves asked Finance Manager Julie Carter when the Board or the Finance Committee can expect to see financing options for the denitrification project.
Finance Manager Julie Carter replied there is no set date, however she expects to have that information soon.
Finance Manager Julie Carter advised of projected changes due to COVID-19 restrictions. Community Center has not been able to generate revenue since its closure. That is expected to change once the pool is complete and COVID-19 restrictions have been lifted. These changes were considered in this proposed budget.
Director Carolyn Graham asked for updates for the Community Center Pool.
Recreation Program Supervisor Monica Gallo advised of work being performed and delay in county permitting. There was discussion regarding shortage in materials such as tile and artificial turf which will likely extend the completion date of the pool.
Director Carolyn Graham asked Recreation Program Supervisor Monica Gallo to send out an update to let the community know how things are moving along with the pool project.
Finance Manager Julie Carter advised that during the last fiscal year, Town staff has dedicated a lot of time to Zone 9 and that will reflect on the proposed budget.
Vice President Kevin Graves asked Finance Manager Julie Carter to produce information to the Board regarding amounts still currently owed on any bonds the Town has.
Director Carolyn Graham asked Finance Manager Julie Carter when the Town will look at refinancing to get better interest rates on bonds.
General Manager Mike Davies advised that bonds need to mature to a certain age before they are eligible for review.
Finance Manager Julie Carter advised the Board of awards and recognitions the Town has received.
President Bryon Gutow asked General Manager Mike Davies if Town is still looking into doing an overlay.
Per Finance Manager Julie Carter, Rick Clark from Harris and Associates will come meet with the Finance Committee regarding the idea of an overlay.
Vice President Kevin Graves asked to have a Special Finance Committee meeting held on June 22, 2021.
Director Michael Callahan asked where the numbers came from for the Cyber Security/ Information Technology budget.
Assistant General Manager Dina Breitstein advised that this amount is a proposed estimate of possible expenses for cyber security testing or equipment as needed.

D. <u>ADJOURNMENT</u>

1. Adjourned at 4:31 to the regular meeting on June 2, 2021, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 2, 2021

Prepared By: Julie Carter, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested $ 505,028.63
Sufficient Budgeted Funds Available?: Yes **(If no, see attached fiscal analysis)**
Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2020/2021

AGENDA ITEM: C-3

Request for Authorization to Pay Invoices

For The Meeting On June 2, 2021

Town of Discovery Bay CSD

Fiscal Year 7/20 - 6/21

Veolia Water North America	$239,196.73
Pacific Gas & Electric	$79,020.35
Luhdorff & Scalmanini	$67,294.82
Town of Discovery Bay CSD	$28,523.95
McNabb Construction, Inc.	$28,156.10
SDRMA	$24,377.35
J.W. Backhoe & Construction, Inc.	$8,331.47
Bay Area Air Quality Mgmt. District	$4,524.00
Bob Murray & Associates	$4,066.97
Freedom Mailing Service, Inc	$3,047.71
Watersavers Irrigation Inc.	$2,088.43
ParcelQuest	$1,799.00
Express Employment Professionals	$1,719.76
Mt. Diablo Resource Recovery	$1,663.32
Lucia Peters	$1,334.25
Univar Solutions USA Inc.	$1,209.19
County of Contra Costa Public Works Dept	$1,208.16
InContext	$1,050.25
Stockton Fence & Material Co.	$1,001.00
Leslie's Pool Supplies, Inc.	$837.28
Vortex USA Inc.	$826.99
Office Depot	$650.12
Quadient Leasing USA, Inc.	$602.26
Paul E. Vaz Trucking, Inc.	$600.49
Bay Area News Group	$554.40
Water Utility Customer refund	$550.00
R & B Company	$360.10
Dog Waste Depot	$161.66
UniFirst Corporation	$103.78
Shred-It USA-Concord	$75.60
Discovery Pest Control	$68.00
Verizon Wireless	$25.14
	$505,028.63

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 2, 2021

Prepared By: Justin Shobe, District Water Engineer
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Public Hearing to Review and Adopt the Urban Water Management Plan.

Recommended Action

It is recommended that the Board (1) Open the Public Hearing; (2) Receive Public Input on the Plan; and (3) Approve Resolution 2021-08 Adopting the Urban Water Management Plan.

Executive Summary

This meeting is the public hearing to review the Urban Water Management Plan (UWMP). Following the public hearing or at a subsequent Board meeting, the Board of Directors shall adopt the UWMP.

The California Department of Water Resources (DWR) requires every urban water supplier that provides over 3,000 acre-feet of water annually, or serves more than 3,000 urban connections, to prepare an UWMP every five years. The Board previously adopted a UWMP in 2015. The 2020 UWMP must be adopted and submitted to DWR by July 1, 2021.

Luhdorff and Scalmanini Consulting Engineers (LSCE) in coordination with Staff have updated and prepared a Draft 2020 UWMP to meet the new requirements from DWR. LSCE provided an informational presentation of the Draft 2020 UWMP to the Board on May 5, 2021. The Draft 2020 UWMP has been available on the District's website for public review and inspection as of May 18, 2021 at https://www.todb.ca.gov/current-working-projects.

Prior to opening the Public Hearing, LSCE will provide a presentation of the Draft 2020 UWMP.

Notice of this Public Hearing was published in the East County Times on May 17, 2021 and May 24, 2021.

Staff recommends that the Board (1) Open the Public Hearing; (2) Receive Public Input on the Plan; and (3) Approve Resolution 2021-08 Adopting the Urban Water Management Plan.

Previous Relevant Board Actions for This Item

The Board approved the General Manager to execute a contract with Luhdorff & Scalmanini to prepare the UWMP at the May 20, 2020 Board Meeting.

Fiscal Impact: N/A
Amount Requested: None
Sufficient Budgeted Funds Available? N/A
Prog/Fund # Category: N/A

Attachments

1. Presentation Slides
2. Urban Water Management Plan-DRAFT
3. Resolution 2021-08 Adopting the Urban Water Management Plan
4. Public Hearing Notice Publication
5. Agency Notification List
6. Letter to Contra Costa County

AGENDA ITEM: G-1

Town of Discovery Bay

2020 Urban Water Management Plan

June 2, 2021

Luhdorff & Scalmanini
Consulting Engineers

Topics

1. **Draft 2020 Urban Water Management Plan (UWMP)**
2. **Schedule for UWMP Adoption**

Draft UWMP – Overview

What Is Required

- Required by the California Water Code.
- Applies to water suppliers with more than 3,000 customers or supplying more than 3,000 acre-feet per year.
- Prepared every five (5) years and submitted to the Department of Water Resources (DWR).
- New requirements for the 2020 UWMP.
- An adopted UWMP must be submitted to DWR by July 1, 2021.

Draft UWMP – Overview

Purpose of UWMP

The 2020 UWMP allows agencies to:

- Provide long-term planning for reliable water supply.
- Develop water use efficiency measures and quantify water saving measures.
- Adopt an updated Water Shortage Contingency Plan.
- Integrate future recycled water use into water portfolio (e.g. groundwater recharge, irrigation, other).
- Maintain eligibility for grants and loans administered by the state.

Draft UWMP - Overview

New Requirements for 2020 UWMP

- Adopted Water Shortage Contingency Plan (WSCP)
- 5-year Drought Risk Assessment
- Long-term forecast of water supply
- Incorporation of projected land use changes
- Seismic risk assessment and mitigation plan
- Energy analysis
- Water savings from codes/standards
- Water losses audits
- Groundwater Sustainability Plan (GSP) updates
- …. Other minor changes

Draft UWMP – Contents

Contents of UWMP

1. Introduction and Overview
2. Plan Preparation
3. System Description
4. System Water Use
5. SB X7-7 Baselines and Targets
6. System Supplies
7. Water Supply Reliability Assessment
8. Water Shortage Contingency Plan
9. Demand Management Measures
10. Plan Adoption, Submittal and Implementation

Draft UWMP – System Water Use

System Water Use

- Over 6,000 service connections.
- Population and Demand projections to 2045 below.

Population - Current and Projected						
Population Served	2020	2025	2030	2035	2040	2045
	15,575	18,637	21,587	24,537	28,285	32,606

Total Water Demands						
	2020	2025	2030	2035	2040	2045
Total Water Demand	1,050	1,423	1,645	1,873	2,160	2,491

Current Build-out	Other possible developments	Assumed growth 3.1%

Draft UWMP – Baseline Water Use and Target

Baseline Water Use and Target

SB X7-7 – reduce water use by 20% by 2020

- Baseline water use: 261 gallons per capita per day (gpcd), established in 2010 UWMP
- 2020 Target 209 gpcd
- 2020 Actual 185 gpcd
- 20% by 2020 Target Met!

Draft UWMP – System Supplies

System Supplies

- Groundwater used exclusively to meet water demands
- Six groundwater wells
- TODB is one of seven Groundwater Sustainability Agencies in the East Contra Costa Subbasin developing a Groundwater Sustainability Plan
- Groundwater considered sustainable

Draft UWMP – Water Supply Reliability

Water Supply Reliability Assessment

- Groundwater supplies have been historically reliable through previous droughts.
- Current and Future water demands can be reliably met by the six groundwater wells in a:
  - Average water year
  - Single dry water year
  - Five consecutive year drought

Draft UWMP – Water Shortage Contingency Plan

Water Shortage Contingency Plan

- Adopted on March 3, 2021.
- Discusses annual water supply reliability analysis.
- Discusses six standard water shortage levels (ranging from 10% water use reduction to greater than 50% reduction).
- Discusses water shortage response actions (i.e. demand reduction actions, mandatory restrictions, etc.).

Draft UWMP – Demand Management Measures

Demand Management Measures (DMM)

- Discusses the six DMMs:
  - Water waste prevention ordinances
  - Metering
  - Conservation pricing
  - Public education
  - Programs to assess and manage distribution system real loss
  - Water conservation program
- Discusses implementation over past five years

Schedule

December 15, 2020
Presentation
UWMP and WSCP Overview

January 20, 2021
Presentation
Draft WSCP

March 3, 2021
Public Hearing
Review and Adopt WSCP

May 5, 2021
Presentation
Draft UWMP

June 2, 2021
Public Hearing
Review and Adopt UWMP

DUE TO DWR BY JULY 1, 2021

January 26, 2021
UWMP- 60 Day Notice

Feb 17 and 26, 2021
WSCP - 14 Day Newspaper Notice

May 19 and 26, 2021
UWMP – 14 Day Newspaper Notice

June 16, 2021
Submit UWMP to DWR

Questions?

Luhdorff & Scalmanini
Consulting Engineers

DRAFT REPORT | APRIL 2021

2020 URBAN WATER MANAGEMENT PLAN

PREPARED FOR

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT

PREPARED BY

Luhdorff & Scalmanini
Consulting Engineers

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APPENDICES

LIST OF ABBREVIATIONS

ac-ft	Acre-Feet
CASGEM	California Statewide Groundwater Elevation Monitoring
CCF	100 Cubic Feet
CIP	Capital Improvement Plan
CUWCC	California Urban Water Conservation Council
CWC	California Water Code
CDP	Census Designated Place
CSD	Community Services District

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DMM	Demand Management Measure
DWR	Department of Water Resources
EDU	Equivalent Dwelling Unit
gpcd	Gallons per Capita per Day
gpm	Gallons per Minutes
gpm/ft	Gallons per Minute per Foot of Drawdown
ILI	Infrastructure Leakage Index
LSCE	Luhdorff & Scalmanini, Consulting Engineers
µS/cm	Micro-Siemens per Centimeter
MCL	Maximum Contaminant Level
MG	Million Gallons
MGD	Million Gallons per Day
MGY	Million Gallons per Year
MOU	Memorandum of Understanding Regarding Urban Water Conservation in California
NPDES	National Pollutant Discharge Elimination System
RWQCB	Regional Water Quality Control Board
SBX7-7	Senate Bill SBX7-7, Water Conservation Bill of 2009
TDS	Total Dissolved Solids
TODB	Town of Discovery Bay Community Services District (District)
UV	Ultraviolet
UWMP	Urban Water Management Plan
WDR	Waste Discharge Requirements
WMP	Water Master Plan
WSCP	Water Shortage Contingency Plan
WTP	Water Treatment Plant
WUE	Water Use Efficiency
WWTP	Wastewater Treatment Plant
WRCC	Western Regional Climate Center

EXECUTIVE SUMMARY

The Town of Discovery Bay Community Services District (District) has prepared this 2020 Urban Water Management Plan (UWMP) update to comply with the legislative requirements of the UWMP Act.

This UWMP shows that the District is well positioned to meets its water demands through its sole water source – groundwater. The District has a water supply capacity of 2,500 million gallons (MG) which is more than sufficient to meet water demands through 2045. Even through periods of drought, the District has not been impacted by reduced water supplies and has reliably met water demands through use of its six groundwater wells.

ES 1. Introduction

UWMPs are State-mandated water supply planning documents required by the Department of Water Resources (DWR) to be completed every five years by all urban water suppliers that have 3,000 or more service connections or supply 3,000 or more acre-feet of water per year. This UWMP meets the requirements of the DWR's 2020 UWMP Guidebook for Urban Water Suppliers.

ES 2. Plan Preparation

The District is required to prepare an UWMP as they provide water to over 3,000 service connections. As of 2020, the District provides water to 6,134 service connections.

To prepare for the 2020 UWMP update, the District coordinated with local water agencies and the general public.

ES 3. System Description

The Town of Discovery Bay (TODB) is located adjacent to the Sacramento-San Joaquin Delta (Delta) off of State Highway 4 and is approximately twenty miles due west of the City of Stockton. The TODB is a largely residential community with limited commercial development and institutional facilities. The community was developed and constructed within a network of man-made lakes and channels that are connected to the Delta and is known for its recreational activities.

The TODB's sole source of water is groundwater which is supplied through six groundwater wells. The groundwater is treated at two water treatment plants (Newport and Willow Lake). Storage tanks are located at each plant along with booster pump stations that are used to meet distribution system requirements.

The 2020 population in the TODB was estimated to be 15,575. Several developments are in the works including infill projects, Newport Pointe, Pantages and Cecchini Ranch which would bring

the estimated population to 24,537 by 2035. After 2035, utilizing the historical population growth rate of 3.1% per year, the projected population in 2045 is 32,606.

ES 4. System Water Use

In 2020, the District supplied 1,050 MG of water. In 2045, water demands are projected to be 2,491 MG based on population projections.

The District performs annual water audits utilizing the American Water Works Association (AWWA) Free Water Audit Software and has validated the results for the past five years.

ES.5 SB X7-7 Baselines and Targets

SB X7-7 required water agencies to reduce water use by 20% by 2020. In the 2010 UWMP, the District established an average baseline of 261 gallons per capita per day (gpcd). Thus, the water use target for 2020 was established as 209 gpcd. The District's actual 2020 water usage was 185 gpcd thus meeting the 20% by 2020 target.

ES 6. System Supplies

The District uses groundwater exclusively to meet water system demands. Historical water use and water levels in the TODB indicate strongly that the available supply is sustainable. The District's groundwater supply is considered sustainable and does not exhibit any characteristics of unsustainability as defined under the Sustainable Groundwater Management Act (SGMA).

The TODB is one of seven Groundwater Sustainability Agencies in the East Contra Costa Subbasin who are jointly developing a Groundwater Sustainability Plan due January 31, 2022.

Wastewater from the TODB is collected and treated at Wastewater Treatment Plant No. 1 and No. 2. The District does not supply any recycled water.

The District plans on constructing a new production well (Well 8) and bring it online by 2025 to replace Well 5A. Well 8 is estimated to supply up to 1,800 gpm.

ES 7. Water Supply Reliability Assessment

The TODB can reliably supply 2,500 MG of water from its six groundwater wells. Historically, the TODB has not been impacted by prolonged periods of drought and can reliably meet current and future water demands in an average water year, single dry water year and in a five consecutive year drought through 2045.

ES 8. Water Shortage Contingency Planning

The TODB adopted their Water Shortage Contingency Plan (WSCP) on March 3, 2021. The WSCP discusses the process to conduct the annual water supply reliability analysis for the TODB.

The WSCP also discusses the TODB's six standard water shortage levels which range from a mild water shortage (up to 10%) to a catastrophic water shortage (greater than 50%). In periods of water shortage, the TODB has shortage response actions to decrease customer water demands including demand reduction actions, operational changes and mandatory restrictions.

ES 9. Demand Management Measures

Existing demand management measures for the TODB include water waste prevention ordinances, metering, conservation pricing, public education, programs to assess and manage distribution system real loss and a water conservation program. Over the past five years, the TODB has enacted Drought Regulation Ordinance No. 2016-27, metered all service connections, conducted free home water audits, provided customers with water conservation information, performed annual water audits, implemented the water conservation program, etc

CHAPTER 1.
INTRODUCTION AND OVERVIEW

1.1. Background and Purpose

Urban Water Management Plans (UWMPs) are State-mandated water supply planning documents required by the Department of Water Resources (DWR) to be completed every five years by all urban water suppliers that have 3,000 or more service connections or supply 3,000 or more acre-feet of water per year. The Town of Discovery Bay Community Services District (District) prepared this 2020 UWMP to comply with the UWMP Act (California Water Code Division 6, Part 2.6, Sections 10610 through 10657) and the Water Conservation Bill of 2009 (SBX7-7). The DWR prepared UWMP Guidebook 2020 (Guidebook), was utilized to ensure that this 2020 UWMP complies with the state legislative requirements. Appendix A provides a completed UWMP Checklist per the Guidebook.

The purpose of the UWMP is to direct long-term resource planning to ensure adequate water supplies meet existing and future demands over a 20-year planning horizon and under various drought and water shortage scenarios. Furthermore, with goals set forth in the Water Conservation Bill of 2009 (SBX7-7) to reduce urban per-capita water use by 20% by 2020, each urban water supplier was required to set targets for water supply reduction in the 2010 UWMP.

This 2020 UWMP presents a final comparison to the water use target that was established in the 2015 UWMP, in addition to updating other aspects of the 2015 UWMP such as population growth, water deliveries and uses, water supply sources, efficient water uses, and water demand management measures (DMMs) with implementation strategies and schedules. Finally, the 2020 UWMP is required to include a water loss audit using American Water Works Association (AWWA) Free Water Audit Software.

1.2. Urban Water Management Planning and the California Water Code

The Urban Water Management Planning Act of 1983 (Act) is described in the California Water Code (CWC) Division 6, Part 2.6, Sections 10610 through 10657. Within the CWC Section 10620(d)(2), it requires the urban water supplier4 to coordinate the preparation of the UWMP with other appropriate agencies in the area to the extent practical. Furthermore, CWC Section 10642 requires the water supplier to make the UWMP available for public inspection and hold a public hearing. The hearing should include specific discussion of the UWMP with regard to the present and proposed future measures, programs, and policies to help achieve the water use reductions goals.

In accordance with the code requirements, the District will schedule a public hearing to review, consider changes and adopt the 2020 UWMP. At least 60 days prior to the public hearing to review and adopt the UWMP, the District will notify nearby applicable agencies of the intent to adopt the 2020 UWMP.

1.3. Urban Water Management Plans in Relation to Other Efforts

Water management is accomplished through multiple means such as city and county General Plans, Water Master Plans, Groundwater Sustainability Plans, Groundwater Management Plans, Integrated Regional Water Management Plans, and others. Each of these planning efforts is greatly enhanced when it relies upon the information found in the other documents. This UWMP incorporates information and data from these sources as appropriate.

1.4. UWMP Organization

This report is organized into the following sections as outlined in the 2020 Guidebook:

- UWMP Introduction and Overview
- UWMP Preparation
- System Description
- Water Use Characterization
- SBX7-7 Baseline and Targets
- Water Supply Characterization
- Water Service Reliability and Drought Risk Assessment
- Water Shortage Contingency Plan
- Demand Management Measures
- Plan Adoption, Submittal, and Implementation

A checklist of these required elements addressed in this UWMP is provided in Appendix A. This checklist specifies where each item is located in this UWMP. Appendix B includes the DWR Standardized UWMP Data Tables.

CHAPTER 2.
PLAN PREPARATION

2.1. Basis for Preparing a Plan

The District is a retail urban supplier that supplies more than 3,000 service connections with more than 3,000 ac-ft of water per year. Both of these elements qualify the District to complete an UWMP to comply with the CWC. **Table 2-1** presents the system's name, number, number of municipal connections, and volume of water supplied in 2020.

Table 2-1. Retail Only: Public Water Systems

Public Water System Number	Public Water System Name	Number of Municipal Connections 2020	Volume of Water Supplied 2020 (MG)
CA 0710009	Town of Discovery Bay Community Services District	6,134	1,050
TOTAL		6,134	1,050

2.2. Regional Planning

The District has selected individual reporting for this UWMP since its water supply is not influenced by other water purveyors.

2.3. Individual or Regional Planning and Compliance

The District has elected to complete an individual UWMP covering its service area in compliance with the CWC as shown in **Table 2-2**.

Table 2-2. Plan Identification

Select Only One	Type of Plan		Name of RUWMP or Regional Alliance
X	**Individual UWMP**		
		Water Supplier is also a member of a RUWMP	
		Water Supplier is also a member of a Regional Alliance	
	Regional Urban Water Management Plan (RUWMP)		

2.4. Fiscal or Calendar Year and Units of Measure

This UWMP is reported on a fiscal year basis using million gallons (MG) as the unit of measure, as shown in **Table 2-3.**

Table 2-3. Supplier Identification	
Type of Supplier	
	Supplier is a wholesaler
X	Supplier is a retailer
Fiscal or Calendar Year	
	UWMP Tables are in calendar years
X	UWMP Tables are in fiscal years
If using fiscal years provide month and date that the fiscal year begins (mm/dd)	
Units of measure used in UWMP (select from drop down)	
Unit	MG

2.5. Coordination and Outreach

The District only provides water from its groundwater wells to the District's service area. No water is purchased from a wholesale water supplier as shown in **Table 2-4**.

Table 2-4. Retail: Water Supplier Information Exchange
The retail supplier has informed the following wholesale supplier(s) of projected water use in accordance with CWC 10631.
Wholesale Water Supplier Name
N/A

The Act requires the District to coordinate the preparation of its UWMP with other appropriate agencies in the area, including other water suppliers that share a common source, water management agencies, and relevant public agencies to the extent practicable. The District has coordinated this UWMP with other agencies, communities and public including diverse social, cultural, and economic elements of the public as summarized in **Table 2-5.** Coordination efforts were conducted to: (1) inform other agencies of the District's activities, (2) gather high-quality data for use in developing the UWMP, and (3) coordinate planning activities with other related regional plans and initiatives.

Table 2-5. Coordination with Appropriate Agencies for Plan Preparation

Coordinating Agencies[1,2]	Participated in developing the plan	Commented on the draft	Attended public meetings	Was contacted for assistance	Was sent a copy of the draft plan	Was sent a notice of intention to adopt	Not involved / No information
Contra Costa Water District						X	
East Contra Costa Irrigation District						X	
City of Brentwood						X	
Diablo Water District						X	
Contra Costa County						X	
East Contra Costa Subbasin Groundwater Sustainability Agency						X	
General Public				X		X	X	

[1] Indicate the specific name of the agency with which coordination or outreach occurred.

[2] Check at least one box in each row.

CHAPTER 3.
SYSTEM DESCRIPTION

3.1. General Description

The Town of Discovery Bay (TODB) is located adjacent to the Sacramento-San Joaquin Delta (Delta) and is approximately twenty miles due west of the city of Stockton and six miles southeast of the city of Brentwood off State Highway 4. The TODB is a largely residential community with limited commercial development and institutional facilities. There is no industrial land-use within the TODB. The community was developed and constructed within a network of man-made lakes and channels that are connected to the Delta and is known for its recreational activities.

The levees and waterways within the TODB are managed and maintained by Reclamation District 800, the California Department of Boating and Waterways, and the US Army Corps of Engineers. The system is defined by relatively flat topographies with mean sea level elevations ranging from 5 feet to 15 feet across the entire system.

The TODB is an unincorporated community that operates as a Community Services District (District), formed in 1998, and is governed by a 5-member elected Board of Directors. Prior to the formation of the Community Services District, the developments were privately owned, and the water system was managed by the Sanitation District No. 19. The first developments in the TODB were constructed in the early 1970's as a resort community. Today, the TODB is primarily a year-around community with approximately 14,900 residents.

The District serves as the TODB's local government tasked with providing and maintaining the municipal public water (water supply, treatment, and distribution) and wastewater systems (collection, transmission and treatment) to approximately 5,975 homes and businesses. The District also manages the TODB common landscaping and recreation zones. The Board has no land-use or zoning authority; however, it advises the County of Contra Costa on decisions related to municipal services not provided by the TODB.

3.2. Service Area Boundary Maps

The District's public water system derives all of its water supply from six active groundwater supply wells. Raw water from the wells is delivered and treated at two water treatment plants (WTPs): the Newport WTP and the Willow Lake WTP. Storage tanks are located at each plant to provide operational equalization and reserves for fire flow. Booster facilities draw upon the storage tanks to provide the flow and pressure required in the interconnected distribution system. Each water treatment plant is equipped with standby generators to operate the facilities in the event of prolonged power outages. The distribution system consists of a network of piping that varies in material, age, and size (ranging in diameter from 6-inch through 20-inch). The system operates as one pressure zone.

Figure 3-1 provides a map of the water system including service area boundary, water supply sources, water treatment plants, and distribution piping. Details of the water system are discussed below.

3.2.1. Potable Water Service Area

The TODB is predominately a residential community, with some commercial, institutional and irrigation water uses. There is no industrial water use. Through 2020, the District serves potable drinking water to approximately 15,575 people via 6,134 service connections. Of those, 5,997 are residential services, 41 are commercial and institutional, 88 are landscape irrigation (e.g., parks, greenbelts, etc.) and 8 listed as other.

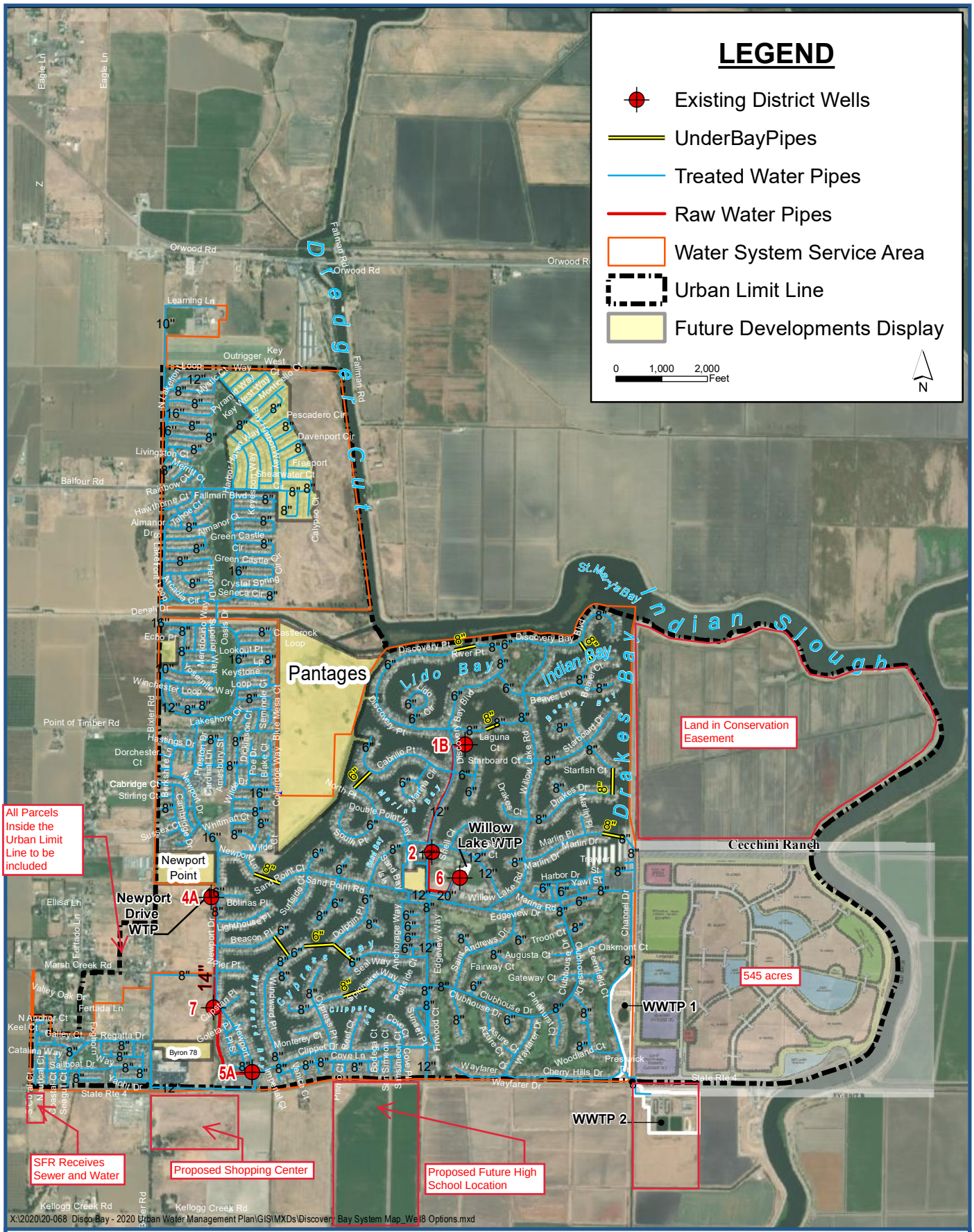
The District prepared a 2010 Water Master Plan[1] (WMP), which is currently being updated, that covered a ten-year planning horizon. It was assumed that growth in that period would be driven by housing development plans from local developers. There was also minor infill of vacant undeveloped lots within existing neighborhoods. The District defined the areas of growth and provided an estimated schedule for completion based on input from the developers. The future developments would build-out the existing service area boundary with some growth planned to occur outside the existing service area boundary.

In preparing this UWMP, the District provided updates to the historical number of service connections reported in the 2010 WMP and projections of population growth. As mentioned above, in 2020, the District had 6,134 total service connections serving a population of 15,575.

3.2.2. Water Supply Wells

The six active groundwater supply wells deliver groundwater to the treatment plants through dedicated raw water pipelines (Wells 1B, 2, 4A, 5A, 6, and 7). Wells 1B, 2, and 6 deliver water to the Willow Lake Water Treatment Plant (WTP). Wells 4A, 5A, and 7 deliver water to the Newport WTP. Well 2 is the oldest active well, constructed in 1971. Wells 1B, 4A and 5A were constructed between 1991 and 1996. Well 6 was constructed in 2009. Well 7 is the newest well, constructed in 2015.

[1] 2012, Luhdorff & Scalmanini Consulting Engineers, Discovery Bay 2010 Water Master Plan



Luhdorff & Scalmanini Consulting Engineers

Existing and Proposed Sewer and Water Planning Area

Figure 3-1

2020 Urban Water Management Plan
Town of Discovery Bay Community Services District

The combined well capacity is approximately 9,700 gpm. As presented in the 2010 WMP, Well 7 was constructed per the District's Capital Improvement Plan (CIP) as a backup supply well to meet current and future water demands with the largest producing supply well offline. The District is currently in the process of constructing a new 1,800 gpm well, Well 8, to replace Well 5A.

3.2.3. Water Treatment Plants and Storage

In the early 2000s, the District constructed two centralized water treatment facilities for removal of iron and manganese in the groundwater. The facilities are known as the Willow Lake WTP and the Newport WTP. The treatment process is the same at both plants: raw water is chemically oxidized and filtered through manganese-green sand media filters and then stored in onsite reservoirs after treatment. Booster pumping stations draw from the reservoirs to maintain a pressurized water distribution system. Each treatment plant is equipped with a 750-kilowatt, diesel-powered backup generator, which can provide power to the entire treatment plant in the event of power outages.

The combined treatment capacity of both water treatment plants is 6,550 gpm. The combined storage capacity of the system is 2 million gallons. The TODB is also in the process of designing an 1800 gpm well that would pump treated water directly to the distribution system.

3.2.4. Water Distribution System

The distribution system has approximately 50 miles of mainline piping ranging in size from 6-inch to 20-inch in diameter. A majority of the system is 8-inch pipe, with 12-inch and 16-inch arterial mains. The system contains approximately 18 miles of asbestos cement (AC) pipe, 31 miles of PVC pipe, and about 1 mile of cement and mortar lined cast iron and ductile iron pipe. The 2010 WMP indicated that future subdivisions would add approximately 6.5 miles of pipeline to the system.

3.2.5. Service Area Changes

There are several developments within the TODB as part of the growth forecasts and water master planning. One development in particular would result in a modification to the Service Area; this development is known as the Pantages and it consists primarily of approximately 300 single-family residential housing units. The Pantages project has completed a Draft and Final Environmental Impact Report (EIR) that involved public comment. Annexation for the project is still not complete. A second development project called Newport Pointe would add about 70 additional single-family residential housing units. Several additional residential infill projects are expected over the next five years.

3.3. Service Area Climate

The climate in TODB consists of cool and humid winters and hot and dry summers, characteristic of the areas surrounding the Delta. Though climate data is not recorded in the TODB, historic climate data sets are available for nearby cities. The weather station used in this UWMP is located in the City of Antioch, located approximately 20 miles northwest of the TODB. Climate data is available for this station from 1955 to 2016 on the Western Regional Climate Center (WRCC)[2] website. Average temperatures range from 37°F to 91°F, but the extreme low and high temperatures have been 18°F and 117°F, respectively. The rainy season typically starts in November and ends in March, with some rain events occurring as early as September or as late as May. During the rainy season, average monthly precipitation is about 2 to 3 inches, and monthly precipitation has ranged from 0 to 9 inches. Average annual precipitation is 13 inches, and the maximum is 28 inches.

High water demand for the TODB is correlated with the hot and dry summers. Private landscape irrigation, including lawn irrigation, is a significant component of the higher summer water demands. Additionally, there is an unquantified vacation and tourist population that rises during the summer for recreation. Water demands are lowest during the winter months.

The TODB has not experienced climate change impacts that have affected groundwater levels or groundwater supplies. Water has been very reliable during recent droughts.

3.4. Service Area Population and Demographics

The service area population methods presented in the DWR Guidelines[3] were applied to estimate the District's service area population. The service area population estimates below are used in calculating the baseline per capita water use (see Section 5.6).

US Census Bureau (census) data was used as the basis for population estimates. The census identifies the TODB as a "census designated place" (CDP), which is a term for populated areas that resemble incorporated places but are not incorporated under the laws of the state. The Census Block Map for the TODB CDP overlaps the District's Service Area Boundary. Accordingly, the District falls into Category 1 of the Guidebook, where the actual distribution area overlaps more than 95-percent with the Census Block Map estimates for the community. Therefore, the census data for the TODB CDP is directly used to determine service area population of the District during baseline compliance years.

[2] Western Regional Climate Center website, Cooperative Climatological Data Summaries, NOAA Cooperative Stations, Antioch Pump Plant 3, California: http://www.wrcc.dri.edu/cgi-bin/cliMAIN.pl?ca0232

[3] March 2021, Urban Water Management Plan Guidebook 2020, California Department of Water Resources

The population estimates are based primarily on two information sources: 1) the census data, and 2) the number of homes added since 2010. The 2000 and 2010 Census Reports show the TODB had a population of 8,981 and 13,352, respectively. The 2010 Census shows 5,397 total household units, 4,742 households used as usual residences, and a 2.74 persons-per-household factor. The US Census defines the "usual residence" as the place where the people live and sleep most of the time.

The TODB observes a transient population associated with the recreational activities within the community. Using 2010 Census data, the difference of total household units and the households used as usual residences is 661 households, which is assumed to represent vacation households and transient population. Furthermore, it is assumed that these homes are occupied 25-percent of the time at 2.74 persons-per-household. This equates to approximately 453 people annually in the transient population in 2010. Adding this to the live-in resident population in 2010 results in a total 2010 population of 13,805.

Since 2010, new houses have been added. It is observed that these homes are typically occupied by live-in residences (i.e. not vacation housing). For each home added, it is assumed the population increases by 2.95 persons per household (2014-2018, U.S. Census Bureau website for Discovery Bay, CA, October 2020). From 2010 to 2020, 600 residential service connections were added. Utilizing the 2.95 persons-per-household factor, the estimated population in 2020 is 15,575. From 2020 to 2025 it is projected there will be 1,038 new homes from two new developments and infill projects within the TODB service area. The population by 2025 is estimated to be 18,637 using the growth of homes and the 2010 basis.

Beyond 2025, there aren't any developments that are officially planned; however, there is a proposed development outside of the TODB that is in initial planning stages that could add 2,000 new residential connections (i.e. Cecchini Ranch). The timing for this development is unknown but for this projection it is assumed to be built-out over a 10-year span from 2025-2035.

Beginning in 2035, it is assumed that future housing projects will have been completed, and any further growth in the service area population is estimated based on the historic average growth rate of 3.1-percent per year for the TODB.

Table 3-1 summarizes the current and projected population for the TODB.

Table 3-1. Retail: Population - Current and Projected

Population Served	2020	2025	2030	2035	2040	2045
	15,575	18,637	21,587	24,537	28,285	32,606

NOTES: Projected populations are based on proposed new development construction.

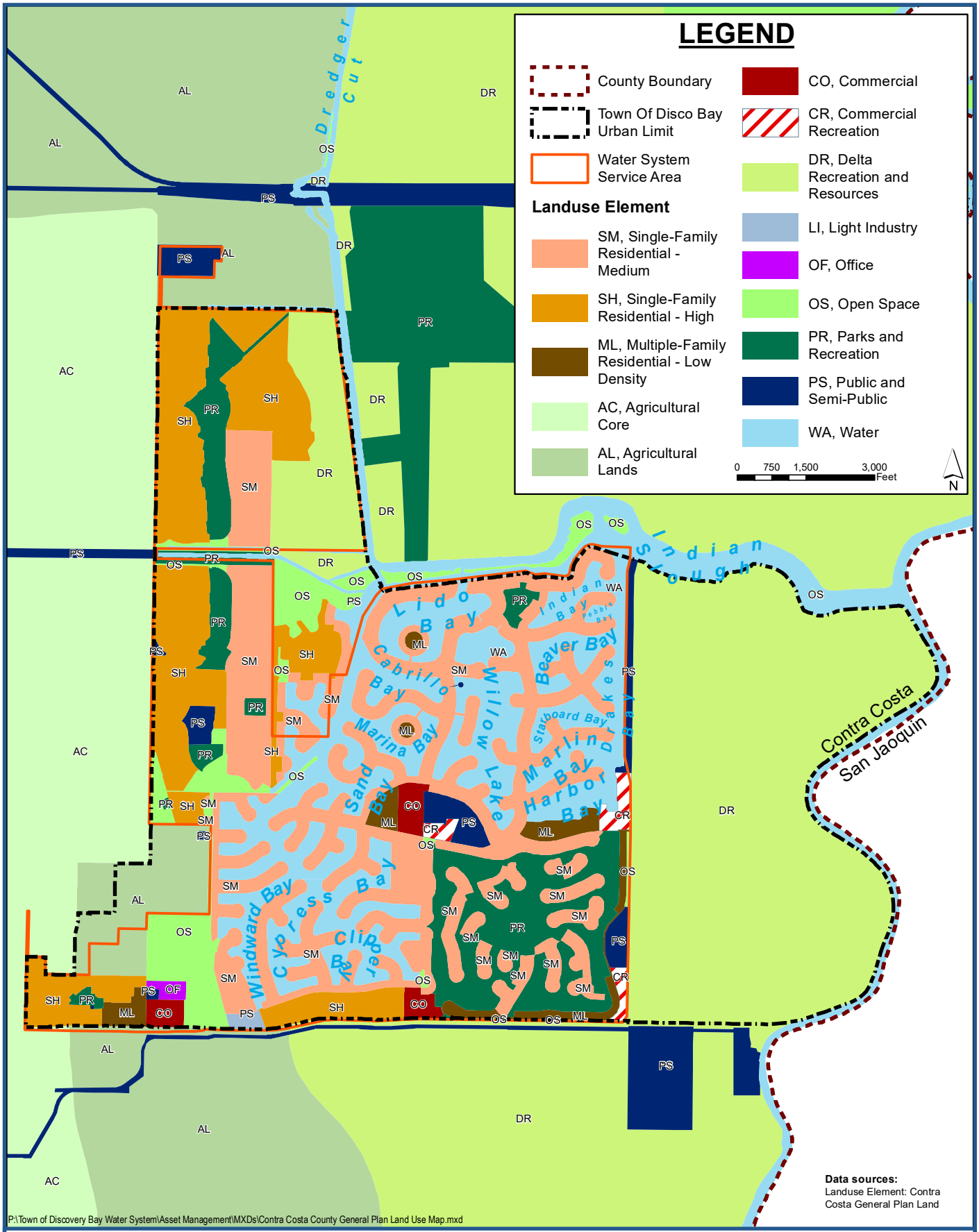
The TODB's demographic information is summarized below from data collected through the American Community Survey (ACS) website from its 2015-2019 ACS data set see **Table 3-2** below.

Table 3-2. American Community Survey - Demographic Information

Demographic Factor	Data Source	Data
Population	State of California DOF	15,575
Median Household Income	2015-2019 ACS 5-Year Estimates	$130,547
Persons in Poverty	2015-2019 ACS 5-Year Estimates	7.70%
Educational Attainment (High School or >)	2015-2019 ACS 5-Year Estimates	96.60%
Persons w/out Health Insurance	2015-2019 ACS 5-Year Estimates	2.20%
Median Housing Value	2015-2019 ACS 5-Year Estimates	$615,900
Total Housing Units	2015-2019 ACS 5-Year Estimates	5,921
Number of Firms	2015-2019 ACS 5-Year Estimates	894
Male Median Income	2015-2019 ACS 5-Year Estimates	$75,451
Female Median Income	2015-2019 ACS 5-Year Estimates	$43,543
Veterans	2015-2019 ACS 5-Year Estimates	927
% Households w/Internet Service	2015-2019 ACS 5-Year Estimates	97.00%

3.5. Land Uses within Service Area

The TODB is an unincorporated town within Contra Costa County. The Contra Costa County General Plan is in the process of being updated. The current General Plan shows that the District's service area consists of numerous land uses including single family residential (medium and high density), multi-family residential – low density, agricultural core, agricultural lands, open space, water, Delta recreation and resources, parks and recreation, public/semi-public, commercial, commercial recreation, office and light industry. One development is in the early planning stage which would convert approximately 450 acres of Delta Recreation area to a mixture of light industrial, single family residential, water, park and recreation. Figure 3-2 below shows land uses within the TODB from the Contra Costa County General Plan. Figure 3-2 also shows the urban limit line.



Luhdorff & Scalmanini
Consulting Engineers

Land Use Map

2020 Urban Water Management Plan
Town of Discovery Bay Community Services District

Figure 3-2

CHAPTER 4.
SYSTEM WATER USE

4.1. Recycled versus Potable and Raw Water Demand

The TODB does not use or have a recycled water system. Raw water pumped from the District's wells are treated before use throughout the system.

4.2. Water Uses by Sector

Potable water demands by water sector for 2020 are based on metered customer use as summarized below in **Table 4-1**. Since the 2015 UWMP, the TODB is now fully metered throughout its entire service area. The TODB's water system serves 6,134 service connections.

The TODB provides water treatment and distribution services as well as wastewater collection, treatment, and treated water disposal services to the following water sectors:

- Single-Family Residential – This sector refers to single-family residences in an identifiable suburban residential neighborhood or cluster-style development designed with open space and other amenities.
- Multi-Family Residential – This sector refers to families living in apartments and condominiums in structures of two or three stories with off-street parking and other requirements for higher density living.
- Commercial/Institutional/Industrial – This sector includes commercial, government, and industrial uses. It primarily includes uses associated with commercial buildings (e.g. landscaping, toilets, heating, ventilation, air conditioning, etc.) and commercial uses (e.g. car washes, laundries, nurseries, etc.).
- Landscape Irrigation – This sector primarily includes raw water (untreated) use for irrigation at parks, schools, cemeteries, churches, residences, or public facilities. This sector also includes recycled water at various parkways and landscaped medians throughout the City.
- Water Losses – This sector includes all water not accounted in metered usage and estimates of unmetered usage. This includes leaks, pipe breaks, and hydrant flushing.

Table 4-1. Retail: Demands for Potable and Raw Water - Actual			
Use Type	2020 Actual		
	Additional Description	Level of Treatment When Delivered	Volume
Other	Residential	Drinking Water	766
Commercial		Drinking Water	18
Institutional/Governmental	Included in Commercial	Drinking Water	
Landscape		Drinking Water	161
Losses		Drinking Water	105
TOTAL			1,050

Water demand projections are based on the projected population data in **Table 3-1**. In 2020, the per capital usage was 184 gpcd, which is 25 gpcd lower than the TODB's water use target for 2020 of 209 gpcd set in the 2010 UWMP and reiterated in the 2015 UWMP. **Table 4-2** shows the projected water use for the TODB through 2045.

Table 4-2. Retail: Use for Potable and Non-Potable Water - Projected						
Use Type	Additional Description	Projected Water Use				
		2025	2030	2035	2040	2045
Commercial		24	24	32	37	43
Institutional/Governmental	Included in Commercial					
Landscape		218	253	287	331	382
Losses		142	165	187	216	249
Other	Residential	1039	1203	1367	1576	1817
TOTAL		1,423	1,645	1,873	2,160	2,491

As shown in Figure 3-1, there's approximately 606 acres currently designated as open space and delta recreation land uses within the TODB's Urban Limit line that could be used for Potential Buildout developments. There is also approximately 52 acres of Potential Buildout areas south of Highway 4 which are outside of the existing Urban Limit line. These two areas result in a total area for Potential Buildout of 658 acres. Applying a density of 3.5 homes/acre (based on other

proposed developments) the District's projected build-out population is 31,254 and projected build-out water demand is 2,384 MG.

Table 4-3 shows total water demands, which is solely the demands listed in **Table 4-2** since the TODB does not have a recycled water system.

Table 4-3. Retail: Total Water Demands

	2020	2025	2030	2035	2040	2045
Potable and Raw Water *From Tables 4-1 and 4-2*	1,050	1,423	1,645	1,873	2,160	2,491
Recycled Water Demand* *From Table 6-4*	0	0	0	0	0	0
TOTAL WATER DEMAND	1,050	1,423	1,645	1,873	2,160	2,491

4.3. Distribution System Water Losses

Distribution system losses are water losses that occur between the water source and point of customer consumption. The State has established water loss control requirements and is developing final performance standards at the time this document was being prepared. The TODB is required to include annual water audits conducted since the 2015 UWMP was prepared and adopted for the past five years including water audit validation reports filed with the SWRCB. Per State policy this means the TODB will include annual water audits for the five-year period from 2016-2020 with validated audits. Water suppliers have until October 2021 to file validated water audit results for the 2020 water audit if not completed by June 2021 for inclusion in the 2020 UWMP. The TODB utilized AWWA's Water Audit Software to calculate system losses shown in **Table 4-4**. A copy of the AWWA Free Water Audit Software data sheets for the past 5 years (2016-2020) are included in Appendix C with completed validation reports. The TODB has a goal of maintaining its Infrastructure Leakage Index (ILI) between 1-3 and non-revenue water losses below 8 percent. On average the TODB has met these goals on a regular basis based on validated water audit data.

Table 4-4. Water Audit Summary		
Year	ILI Index	% Non-revenue Water
2015	3.16	10.7
2016/2017	1.43	5.3
2017/2018	1.6	6.5
2018/2019	0.61	4
2019/2020	3.21	10
Average	2.00	7.3

The State is developing water loss performance standards which would propose that the TODB would need to maintain water losses to less than 14 gallons per connection per day, which is equivalent to its 2016-2020 baseline period based on submitted water audit reports to the SWRCB. When the SWRCB adopts a final water loss performance standard, the TODB will track compliance progress based on the results of annual water audit data and water system management measures to ensure compliance with the TODB's water loss performance standard target. A copy of the TODB's preliminary water loss target is included in Appendix C. **Table 4-5** shows the TODB water loss for the past five years. This differs from losses reported in Tables 4-1 and 4-2 due to different methodologies. Total water losses are estimated to range from 0-12% of total production total.

Table 4-5 (DWR Table 4-4). Retail: 12 Month Water Loss Audit Reporting	
Reporting Period Start Date (mm/yyyy)	Volume of Water Loss*
01/2015	91
07/2016	46
07/2017	57
07/2018	33
07/2019	102
** Taken from the field "Water Losses" (a combination of apparent losses and real losses) from the AWWA worksheet.*	

4.4. Water Use for Lower Income Households

Water suppliers must include in their 2020 UWMP an estimate of projected water use for lower income households as defined in Section 50079.5 of the Health and Safety Code. The estimate must be based on the housing element needs identified in the general plan for the water supplier's service area. The TODB has some direct information pertaining to lower income households served or planned to be served in future developments in the service area. The Contra Costa County General Plan identified low-income housing needs in designated locations in Contra Costa County; however, those needs were not designated specifically in Discovery Bay. The US Census website (November 2020) reports that 7.3-percent of the population in Discovery Bay is below the poverty. For the purposes of the 2020 UWMP, projected water deliveries to low-income households are assumed to be 7.3-percent of total water deliveries.

Table 4-6 (DWR Table 4-5). Retail Only: Inclusion in Water Use Projections	
Are Future Water Savings Included in Projections? (Appendix K of UWMP Guidebook)	Yes
If "Yes" to above, state the section or page number, in the cell to the right, where citations of the codes, ordinances, etc. utilized in demand projections are found.	
Are Lower Income Residential Demands Included in Projections?	Yes

4.5. Climate Change

The TODB has not conducted any formal assessment of the impacts of climate change on the local water suppliers other than a recent evaluation of the effects on local groundwater conditions as a result of the record 5-year drought. LSCE produced a memorandum on June 20, 2016 exploring groundwater conditions of the underlying aquifers of the TODB during the drought. The analysis determined that there was a full recovery of groundwater levels proceeding the droughts of 2007-09 and 2012-2014. The latter drought produced some of the driest conditions on record, however, groundwater levels were unaffected. Considering that the TODB is making efforts to reduce the per capita water usage (see Chapter 5) and have exceeded its 2020 water usage goal, the TODB has taken measures to prepare for more extreme dry conditions in addition to having a highly reliable water source.

CHAPTER 5.
SB X7-7 BASELINES AND TARGETS

5.1. Guidance for Wholesale Agencies

Not applicable.

5.2. Updating Calculations from 2015 UWMP to the 2020 UWMP

This 2020 UWMP uses the 2020 Urban Water Use Target from the 2010 UWMP without update. The 2010 UWMP completed for the TODB used the 2010 U.S. Census data to calculate per capita water usage, which complies with requirements to complete the 2020 UWMP. The SB X7-7 tables (Appendix D) were completed to demonstrate 2020 Target calculations and compliance with the 2020 Target.

5.3. Baseline Periods

The TODB has set a baseline period from 2001 to 2010 to establish the 10-year baseline period for water use. Since the TODB has no recycled water use, the 10-year baseline is used over the 15-year baseline. The 5-year baseline period is from 2003 to 2007 (see SB X7-7 Table-1).

5.4. Service Area Population

The service area population methods presented in the Guidebook[4] were applied to estimate the TODB's service area population. The service area population estimates below are used in calculating the baseline per capita water use.

U.S. Census Bureau (census) data was used as the basis for population estimates. The census identifies the TODB as a "census designated place" (CDP), which is a term for populated areas that resemble incorporated places but are not incorporated under the laws of the state. The Census Block Map for Discovery Bay CDP overlaps the District's Service Area Boundary. Accordingly, the TODB falls into Category 1 of the Guidebook, where the actual distribution area overlaps more than 95-percent with the Census Block Map estimates for the community. Therefore, the census data for Discovery Bay CDP is directly used to determine service area population of the TODB during baseline compliance years.

The population estimates are based primarily on two information sources: 1) the census data; and 2) the number of homes added since 2010. The 2000 and 2010 census reports show that the TODB had a population of 8,981 and 13,352, respectively. The census also shows the number of households, total housing units, and persons-per-household connection. The U.S. Census defines population and households as people that are counted at their "usual residence", which is

[4] March 2021, Urban Water Management Plan Guidebook 2020, California Department of Water Resources

defined as the place where the person lives and sleeps most of the time. In 2010, there were 4,742 households with 2.74 persons-per-household, and 5,403 total housing units. Based on this data, there were 661 housing units not considered regular houses used as “usual residences”.

The TODB observes a transient population associated with local outdoor water and other recreational activities. The estimated number of houses used for vacation purposes is also based on the census data. The difference between total household units and households reported in the census represents houses that are not used as usual residences and are assumed to represent the vacation home use (i.e. there were approximately 661 vacation households in the TODB in 2010). It is assumed that these homes are occupied 25-percent of the time at 2.74 persons-per-household. This equates to approximately 453 people in the transient population. Adding this to the live-in resident population in 2010 results in a total 2010 population of 13,805.

Since 2010, new houses have been added. It is observed that these homes are typically occupied by live-in residences (i.e. not vacation housing). In 2020, based on the U.S. Census Bureau website, the TODB has 2.95 persons-per-household. Since 2010, 600 connections have been added. Thus, the 2020 population is 15,575 using the growth of homes and the 2010 U.S. Census population. Between two new developments and infill projects within the TODB, it is estimated that there will be 1,038 new connections by 2025.

Beginning in 2030, it is assumed that future housing projects will have been completed and service area population will continue to grow at the historic average annual growth rate of 3-percent for the TODB.

The population growth of the TODB to 2045 is shown in **Table 3-1**.

The TODB is a Census Designated Place (CDP), which encapsulates all of the District’s service area. This UWMP utilizes 2010 Census data to determine the population used in calculations (2010 population of 13,805). The TODB is comprised of both full-time residents and part-time/vacation residents, which would not be included in the Census population. Therefore, the Census population is less than the actual number of people the District serves on a daily basis.

The U.S. Census differentiates between “total households” and “usual households” in the TODB CDP statistics. The difference between these values is attributed as the number of vacation residences in the TODB.

5.5. Gross Water Use

The TODB does not use any water outside of drinking water. This includes recycled water, water placed into long term storage, water conveyed to other urban suppliers, and agricultural use. Therefore, the gross water use of the TODB is the total amount of water pumped from the District’s two WTPs with no adjustment (see SB X7-7 Table 4A).

5.6. Baseline Daily Per Capita Water Use

As stated in the Water Conservation Bill of 2009, Senate Bill SBX7-7 (SBX7-7), an urban retail water supplier shall include in its UWMP the baseline daily per capita water use, urban water use target, interim urban water use target, and compliance daily per capita water use. The plan should include the basis for determining those estimates and references to supporting data.

Baseline water use and targets were determined using Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use , developed by DWR for consistent implementation of SBX7-7. The baseline and target water use presented in this chapter were developed individually by the TODB, not regionally with other agencies.

The baseline daily per-capita water use (i.e. baseline water use) serves as the basis for setting the target water use reduction goals for 2020. To establish baseline water use, water suppliers must define a 10-year or 15-year base (i.e., baseline) period for water use. The 15-year baseline period applies to a water supplier that met at least 10 percent of its 2008 retail water demand through recycled water, which the TODB did not. Therefore, a 10-year base applies to the TODB.

Calculation of the baseline water use is based on the estimated service area population and the gross water use for each year in the base period. Chapter 3 provided estimates of the service area population. Gross water use was identified using the District's production records from its water production facilities. The water system, as described in Chapter 3, consists of two central water treatment plants that receive raw water from six groundwater supply wells. The system does not have imported water nor does it provide wholesale water. Historically, the system has not used recycled water. However, recycled water use has recently been incorporated into the wastewater treatment plant, but is not included in any reduction of domestic water use. Historical records of water production from the water treatment plants represent the gross water use of the system.

The daily per-capita water use is calculated for each baseline year. The baseline daily per capita water use was calculated using the average of the per-capita water use for each baseline year, and is 261 gallons per capita per day (gpcd) for the 10-year baseline and 264 gpcd for the 5-year baseline. **SB X7-7 Table 5**, below, summarizes the service area population, gross water use, the calculated daily per capita water use for each baseline year, and the baseline daily per capita water use. Units are expressed in million gallons per day (mgd) and gallons per capita per day (gpcd).

SB X7-7 Table 5: Gallons Per Capita Per Day (GPCD)				
Baseline Year		Service Area Population	Annual Gross Water Use	Daily Per Capita Water Use (GPCD)
10 to 15 Year Baseline GPCD				
Year 1	2001	9,594	818	234
Year 2	2002	9,594	851	243
Year 3	2003	9,447	921	267
Year 4	2004	11,125	1,035	255
Year 5	2005	12,034	1,204	274
Year 6	2006	13,106	1,185	248
Year 7	2007	13,110	1,322	276
Year 8	2008	13,164	1,328	276
Year 9	2009	13,155	1,282	267
Year 10	2010	13,352	1,306	268
10-15 Year Average Baseline GPCD				**261**
5 Year Baseline GPCD				
Baseline Year		Service Area Population	Annual Gross Water Use	Daily Per Capita Water Use
Year 1	2003	9,447	921	267
Year 2	2004	11,125	1,035	255
Year 3	2005	12,034	1,204	274
Year 4	2006	13,106	1,185	248
Year 5	2007	13,110	1,322	276
5 Year Average Baseline GPCD				**264**
2020 Compliance Year GPCD				
2020		15,575	1,050	**185**

5.7. Baseline and Targets Summary

Each water supplier must establish a water use reduction target for 2020, referred to as the urban water use target. There are four methods available to water suppliers for determining the urban water use target.

- Method 1: 20% reduction of Baseline Daily Per Capita Water Use
- Method 2: Efficiency Standards
- Method 3: Hydrologic Region
- Method 4: Savings by Sector

Due to lower regional targets, and predominant residential uses in the TODB, Method 1 was selected as the most appropriate. The target is set equal to 80-percent of the baseline water use. Using this method, the urban water use target is 209 gpcd by the year 2020 (i.e., a 20-percent reduction from 2010).

In accordance with SBX7-7, water suppliers must confirm that the 2020 water use target meets the legislation's minimum water use reduction requirements by comparing the water use target determined above (209 gpcd) to the calculated water use for a 5-year baseline period, as shown in **SB X7-7 Table 5**, above. Following the Guidebook, the minimum required reduction in water use is calculated as 95-percent of the 5-year base water use (264 gpcd), which is 251 gpcd. The water use target (209 gpcd) is less than the minimum required (251 gpcd), and therefore no adjustment is needed to the water use target. DWR **Table 5-1** summarizes the baseline water use, and the water use target.

Table 5-1. Baselines and Targets Summary
Retail Supplier or Regional Alliance Only

Baseline Period	Start Year	End Year	Average Baseline GPCD*	Confirmed 2020 Target*
10-15 year	2001	2010	261	209
5 Year	2003	2007	264	
*All values are in Gallons per Capita per Day (GPCD)				

5.8. 2020 Compliance Daily per Capita Water Use (GPCD)

DWR **Table 5-2** below shows the TODB's compliance for meeting the 2020 Target. The TODB's 2020 water usage was 185 gpcd, which is less than the Target of 209 gpcd. The TODB met the target every year from 2016 through 2020.

Table 5-2. 2020 Compliance Retail Agency or Regional Alliance Only								
Actual 2020 GPCD *		**Optional Adjustments to 2020 GPCD** Enter "0" if no adjustment is made *From Methodology 8*					2020 GPCD *	Did Supplier Achieve Targeted Reduction for 2020? Y/N
		Extraordinary Events*	Economic Adjustment *	Weather Normalization *	TOTAL Adjustments*	Adjusted 2020 GPCD*		
184		0	0	0	0	185	185	Yes
**All values are in Gallons per Capita per Day (GPCD)*								

5.9. Regional Alliance

Not applicable. The TODB is not part of a Regional Alliance.

CHAPTER 6.
SYSTEM SUPPLIES

6.1. Purchased or Imported Water

Not applicable. The TODB does not purchase or import water.

6.2. Recycled Water Use

Not applicable. The TODB does not currently utilize recycled water as part of its water portfolio and has no plans to use recycled water in the future to meet water system demands. However, the TODB could utilize tertiary treated recycled water in the future for landscape irrigation.

6.3. Groundwater

6.3.1. Basin Description

6.3.2. Groundwater Basin

The TODB overlies the East Contra Costa Subbasin, which is a medium priority subbasin in the San Joaquin Valley Groundwater Basin as designated by the California Department of Water Resources (Bulletin 118, Interim Update 2016). The East Contra Costa Subbasin boundaries are defined by the Contra Costa County line on the north, east and west. The western subbasin boundary is defined by the contact between the unconsolidated sedimentary deposits and the rocks of the Diablo Range (DWR, 2004).

6.3.2.1. Geologic Setting and Occurrence of Groundwater

The TODB is located in eastern Contra Costa County in the northwestern San Joaquin River Valley portion of the Great Valley geomorphic province of California. The province is characterized by the low relief valley of the north-flowing San Joaquin River and the south-flowing Sacramento River, which merge in the Delta region just north of the community and drain westward to the Pacific Ocean.

To the west of the TODB, the Coast Range province consists of low mountains of highly deformed Mesozoic and Cenozoic marine sedimentary rocks. These thick marine rocks extend eastward below the Great Valley where they are the targets for gas exploration.

Overlying the marine rocks is a sequence of late Cenozoic (Miocene, Pliocene, and Pleistocene) non-marine sedimentary deposits. Small areas of surface exposures of these deposits occur along the edge of the Coastal Range. These beds dip moderately to the east and extend below the San Joaquin Valley. In the subsurface, the nature of these deposits is poorly known, but they are believed to be dominated by fine-grained clays, silts, and mudstones with few sand beds. The

lower portion of these deposits may be, in part, equivalent to the Miocene-Pliocene Mehrten Formation along the east side of the Great Valley. The Upper portion of Pliocene and Pleistocene age may be equivalent to the Tulare Formation along the west side of the San Joaquin Valley to the south, and the Tehama Formation of the Sacramento Valley to the north. It is believed these deposits extend from about 400 feet to 1,500-2,000 feet below the San Joaquin River. Water quality from electric logs is difficult to interpret, but the quality appears to become brackish to saline with depth.

Late Cenozoic (Pleistocene and Holocene; 600,000 years to present) sedimentary deposits overlie the older geologic units. These deposits are largely unconsolidated beds of gravel, sand, silts, and clays. The deposits thicken eastward from a few tens of feet near the edge of the valley to about 400 feet at the Contra Costa County line. West of the TODB, the deposits are characterized by thin sand and gravel bands occurring within brown, sandy, silty clays and are believed to have formed on an alluvial fan plain fed from small streams off the Coastal Range to the west. The alluvial plain deposits interbed and interfinger with deposits of the fluvial plain to the east. The fluvial deposits consist of thicker, more laterally extensive, sand and gravel beds of stream channel origin interbedded with flood plain deposits of gray to bluish sandy to silty clays. The TODB overlies the fluvial plain area of eastern Contra Costa County. Groundwater supply in the TODB is extracted for supply from these deposits to a depth of about 350 feet.

The regional geologic setting is shown on the geologic map of the San Francisco-San Jose quadrangle, California Division Mines and Geology, Regional Geologic Map Series, Map No. 5A (Wagner and others, 1990). Detailed surface geologic maps of the Coast Range in this area include Davis and Goldman (1958), Brabb and Others (1971), and Dibblee (1980a, b, c). Subsurface characterization of the marine rocks beneath the San Joaquin Valley can be found in oil and gas field summaries produced by the California Division of Oil and Gas (1982), and Thesken and Adams (1995). General geologic descriptions and histories of these marine rocks are contained in Bartow (1991) and Bertoldi and Others (1991). Because of their marine origin, highly consolidated nature, and presence of saline water, the Mesozoic and tertiary marine rocks are not a source of potable water supply in the region.

A regional study of the thickness of the Tertiary-Quaternary non-marine sedimentary deposits was made by Page (1974) and evaluations of the depth to base of fresh water by the California State Water Project Authority (1956) and Berkstresser (1973). Regional studies of the Sacramento-San Joaquin Valley groundwater basin were performed by Bertoldi and Others (1991) and Page (1986). The United States Geological Survey (USGS) compiled water quality information that covers the area in a series of reports (Keeter 1980; Sorenson 1981; and Fogelman 1982). California Department of Water Resources (DWR, 1967) covers the groundwater resources of the San Joaquin County to the east.

6.3.2.2. Hydrogeologic Setting in Discovery Bay

The hydrogeology of the TODB is illustrated through a geologic cross section on **Figure 6-1**. The cross section depicts water wells that are the source of supply for the District. Starting at the bottom of the cross section, the deepest sand unit encountered in water wells in the TODB is below about 350 feet. The unit is interpreted as the uppermost, older non-marine deposits of largely fine-grained silt and clay with thin, fine sand interbeds with poor to brackish water quality. As a result, domestic supply wells are terminated above the depth of this unit.

Overlying geologic units are comprised of Pleistocene alluvium of generally thick beds of sand and gravel with a thin clay interbed. These are probably stream channel deposits of a northward flowing ancestral San Joaquin River and comprise the main production aquifer completed in all of the District's supply wells (see Aquifer A on **Figure 6-1**).

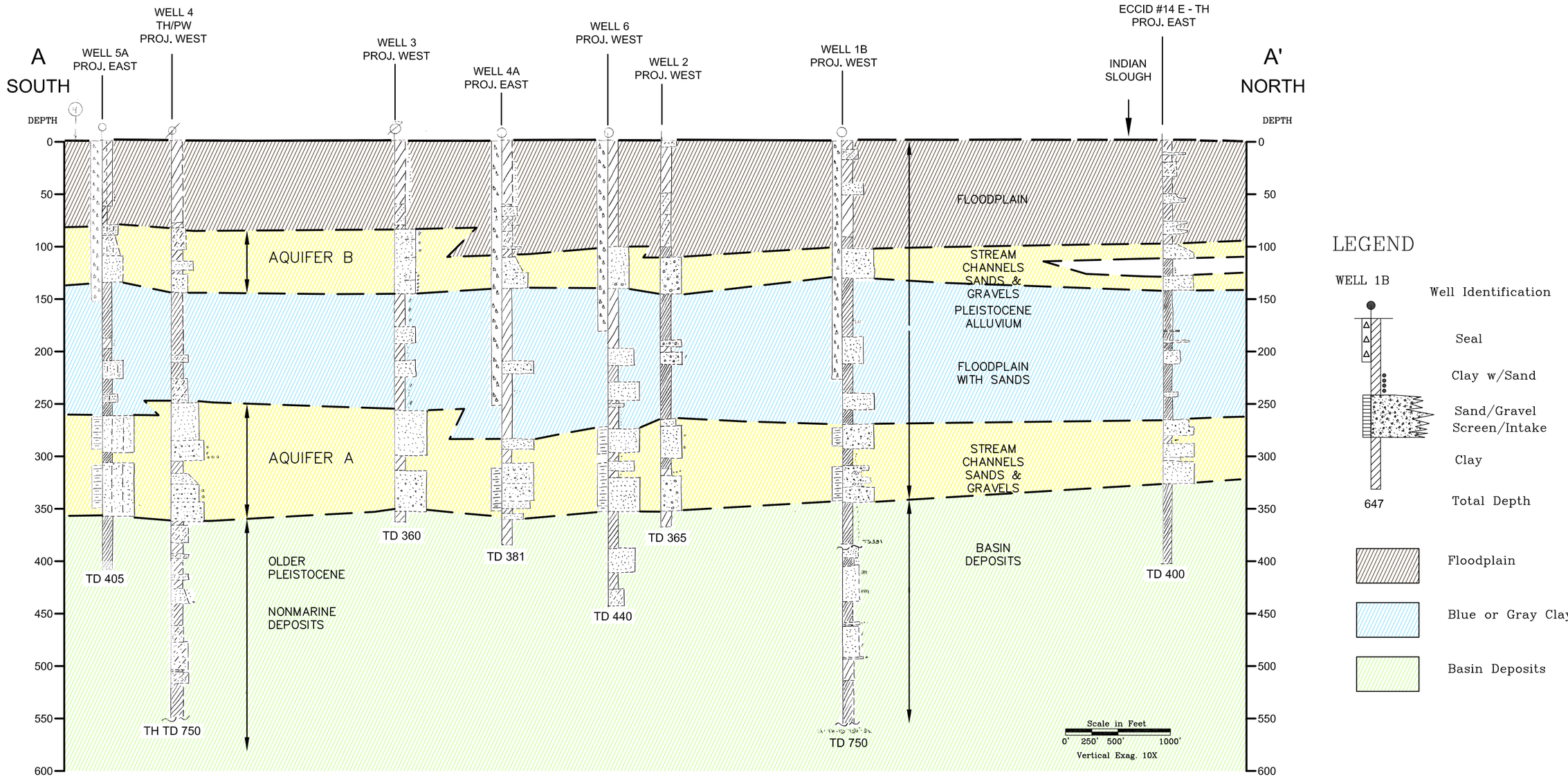
Overlying Aquifer A is a thick sequence of grayish to bluish silt and clay with thin inter beds of sand. This unit, which confines the production zone, appears to represent deposition on a floodplain with the mainstream channels probably further east. The thin sand appears to represent flood-sprays of sand spread out on to the flood plain.

Another aquifer unit, labeled Aquifer B on **Figure 6-1,** occurs above about 140 feet below ground surface and consists of a thinner sand and gravel bed. Again, these appear to be stream channel deposits. However, Aquifer B has been found to contain brackish to saline water, which must be sealed off to protect water quality of the supply source in Aquifer A and avoid corrosion of the steel well casings.

Overlying Aquifer B is a sequence of gray to brown silt and clay beds with some thin sand beds. These beds appear to be either floodplain deposits or possibly distal alluvial plain deposits from the west.

6.3.2.3. Groundwater Conditions

Groundwater conditions that are relevant to the District are discussed below in terms of water levels and water quality.



CAD FILE: D:\LS ACAD Dropbox\Projects\Discovery Bay\20-5-068\Geologic Cross-Section-Figure 6-1.dwg DATE: 11/23/2020 9:36 AM

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Consulting Engineers

Geologic Cross Section

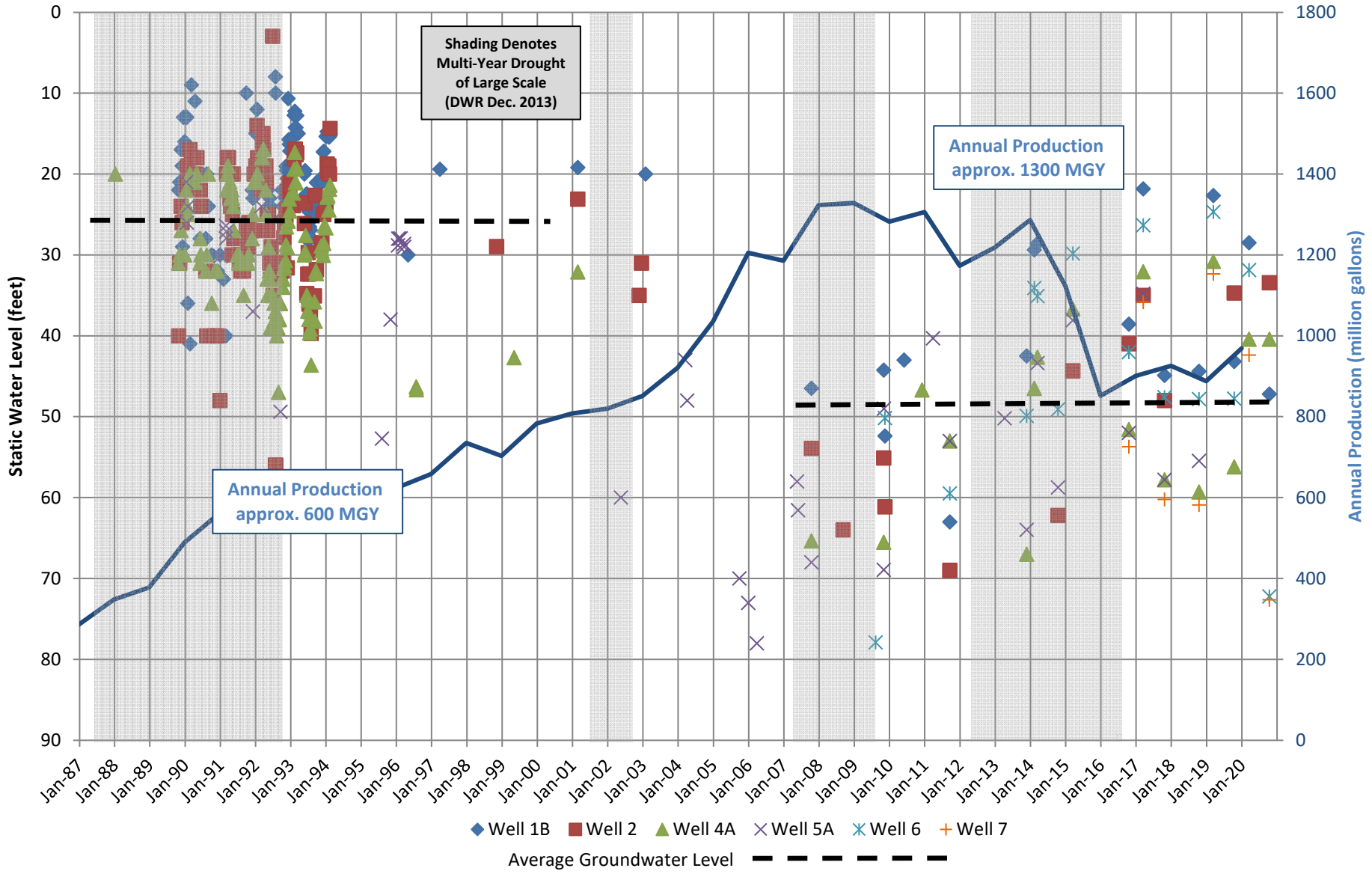
Figure 6-1

2020 Urban Water Management Plan
Town of Discovery Bay, California

Pumpage and Groundwater Levels

Groundwater level data from the TODB wells are available since the late 1980s when the community was first developed. Since that time, the TODB has conducted a robust monitoring program to aid in sustainable groundwater management and water supply assessments. **Figure 6-2** is a hydrograph showing water level trends using data obtained from the District's supply wells. The hydrograph denotes drought periods and pumpage. The upward trend in pumpage to about 2008 corresponds to growth in population. Pumpage increased from about 300 million gallons per year (MGY) in 1987 to about 800 MGY by 2001. Between 2001 and 2008, pumpage increased to 1,300 MGY. The subsequent flattening in the pumpage curve from 2008 to 2011 reflects the effects of the national economic downturn and a statewide drought (2007-09). In the 2012-16 statewide drought, pumpage declined significantly as a result of local and statewide conservation measures while. In the past four years, the District has recorded a modest rise in pumpage that is still well below peak groundwater usage in 2008.

Water well driller reports indicate that before the onset of significant groundwater pumping in the TODB groundwater levels were near sea level. At this elevation, depth-to-water in the primary production aquifer and overlying units was about 10 feet below ground surface (bgs). With the onset of pumping and initial growth, the static level in production wells exhibited seasonal variations between 10 and 40 feet below ground surface (see **Figure 6-2**). During peak pumpage in 2007-11, water levels fluctuated between about 40 and 80 feet bgs. With decreased water use after 2014, water levels rose to 20 to 60 feet bgs demonstrating a strong relationship between pumpage and groundwater levels. The history of water use and water levels in the TODB indicate strongly that the available supply is sustainable and that demand management during drought or other periods has a direct and immediate effect on water levels. Notably with respect to the 2014 Sustainable Groundwater Management Act (SGMA) and related regulations added to the Water Code, there were no undesirable results with respect to sustainability even during peak water usage and the deepest water levels recorded in the wells.



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Consulting Engineers

Static Water Levels, Production, and Drought Periods

2020 Urban Water Management Plan
Town of Discovery Bay, Californa

Figure 6-2

Groundwater Quality

Groundwater quality from the District's supply wells meets all California primary drinking water standards. The groundwater does not meet secondary standards for manganese exceeding the drinking water maximum contaminant limit (MCL) of 0.050 mg/L for that constituent. With manganese removal treatment instituted, manganese has been eliminated as a water quality issue.

The groundwater source is considered hard with high total dissolved solids (TDS) but does not exceed the upper MCL (1,000 ppm) for TDS. Because of the depth of the primary aquifer (see Aquifer A in **Figure 6-1**) and intervening clay layers, source protection is achievable with appropriate annular seals in each production well structure. As a result, none of the wells have exhibited anthropogenic sources of contamination such as volatile or semi-volatile organic contaminants that are often found in urbanized settings.

The most important water quality concern for the District's well sources is the brackish to saline water that occurs in Aquifer B overlying the main completion targets of the supply wells (see **Figure 6-1**). Historic wells in the TODB experienced failure due to improper sealing of the well casing through the saline Aquifer B. This led to rapid corrosion of well casings and cross-contamination of the drinking water source by saline water. At present, Well 5A exhibits evidence of cross-flow and the well is operated under strict protocol to mitigate potential cross flow between Aquifers A and B. TDS in Well 5A recently increased to about 1,500 ppm. This has been evaluated and the well is being considered for destruction. The other wells exhibit stable levels of TDS with time.

In the absence of chronic downward trends in water levels or degraded water quality, the status of TODB's groundwater supply is considered sustainable and does not exhibit any characteristics of unsustainability as defined under SGMA. Furthermore, the historic trends through variable hydrologic periods, including the stability in groundwater levels through the recent drought in water years 2012-16, indicate that groundwater pumpage is sustainable at past peak and current usage by TODB. To ensure future sustainability, TODB is a Groundwater Sustainability Agency and is a participant with other local agencies in developing a Groundwater Sustainability Plan (GSP) under SGMA by January 2022.

6.3.2.4. Well Yields and Aquifer Characteristics

Specific capacities of the District's supply wells vary from less than 10 to over 30 gallons per minute per foot of drawdown (gpm/ft). At these magnitudes, the supply wells can be equipped to pump at capacities up to 2,200 gpm. Historic tests indicate that the primary production aquifer has a transmissivity ranging from about 50,000 to 100,000 gallons per day per foot and a storativity that is consistent with a confined system. Aquifer parameter estimates provide a basis

for evaluating well performance and appropriate spacing of future wells to minimize mutual pumping interference.

Proper well maintenance and early identification of well degradation in terms of well yields are important activities for a groundwater system that relies entirely on well water as a source. In 2007, the District instituted a biennial program to test the well facilities, which included quantification of specific capacity. Through this program, specific capacity testing is used to schedule rehabilitation programs and identify signs of structural problems that impact well production and operational efficiency. Each testing cycle is documented generating a report discussing changes since the last reporting period and recommendations for preventative or remedial work to sustain source capacity. Since structural problems may be forewarned by increasing salinity (i.e., because of the presence of shallow brackish water), regular water quality testing is an integral part of the biennial testing.

6.3.3. Groundwater Management and Sustainability

Local water agencies including the District participated in a groundwater resources study of eastern Contra Costa County (LSCE, 1999). The east Contra Costa County area is also under a Groundwater Management Plan (Diablo Water District, 2007), which was also prepared by LSCE. In addition, LSCE conducted a study of groundwater resources pertaining directly to Discovery Bay (1993) and a Water Master Plan (2010). The District participates in the California Statewide Groundwater Elevation Monitoring Program (CASGEM) and reports static groundwater levels from its monitoring wells biannually. The CASGEM program for the East Contra Costa Subbasin is managed by the Diablo Water District but will be superseded by reporting under a Groundwater Sustainability Plan under development.

The TODB is one of seven Groundwater Sustainability Agencies in the East Contra Costa Subbasin who are jointly developing a Groundwater Sustainability Plan as required under the SGMA legislation. As a medium priority subbasin, the GSP is due January 31, 2022. Information regarding GSP development is available at https://www.eccc-irwm.org/sgma.

Under the GSP being developed by the TODB and other GSAs in the Subbasin, groundwater will be managed sustainability according to principles set forth by the SGMA legislation and Best Management Practices published by the Department of Water Resources. Historically and at present the East Contra Costa Subbasin is considered to be operated with its sustainable yield by the lack of undesirable results. Efforts are underway through the preparation of a GSP to develop a groundwater flow model by which future scenarios of pumping with climate change will be managed. The model will be used to identify the maximum sustainable yield of the Subbasin and to set Minimum Thresholds for such parameters as maximum water levels and groundwater storage to avoid undesirable results. Projects and management actions are being developed as required under SGMA regulations to address any trends in water levels, storage, water quality,

subsidence and seawater intrusion to enable GSAs to act in a timely manner to maintain the groundwater source sustainably during GSP implementation and a 50-year planning horizon.

Projected growth in groundwater demand in the East Contra Costa Subbasin is modest and about 85-percent of total supplies will be provided through surface water rights. The TODB is the only GSA that relies wholly on groundwater as a source of supply. Availability and sustainability of groundwater to the District is governed by the regional hydrogeologic setting and coordination with other GSAs through the GSP. There is no evidence to date from the setting or projected future usage that the available supplies will exceed the sustainable yield of the system and the tools and additional safeguards to be implemented with the GSP are expected to provide ongoing assurance that the District's supplies will remain secure.

6.3.4. Historical Groundwater Pumping

The TODB maintains six well facilities which meet the maximum day demand of its system with the largest well source offline, in accordance with State of California Code of Regulations, Title 22 California Waterworks Standards. All water is pumped from the East Contra Costa Subbasin. The quantity of groundwater pumped for fiscal years 2016 to 2020 is listed in **Table 6-1**.

Table 6-1. Retail: Groundwater Volume Pumped

Groundwater Type	Location or Basin Name	2016	2017	2018	2019	2020
Alluvial Basin	East Contra Costa Subbasin of the San Joaquin Valley Groundwater Basin	829	911	916	888	1,050
TOTAL		829	911	916	888	1,050

Table 6-2, below, presents the information for the District's six production wells.

Table 6-2. Groundwater Supply Well Information						
	Well 1B	Well 2	Well 4A	Well 5A	Well 6	Well 7
WELL CONSTRUCTION						
Drilling Date	1995	1971	1996	1991	2009	2014
Well Diameter (inch)	16”	12”	16”	16”	18”	18”
Well Depth (ft.)	350’	348’	357’	357’	360’	346’
Top Screen Interval	271’/289’	245’/335’	307’/347’	261’/291’	270’/295’	282’/292’
PUMP AND MOTOR						
Design Flow (gpm)	1,600	850	1,800	2,000	1,700	1,800
Design Head (ft.)	280	190	190	180	230	345
Pump Type	Submersible	Oil Lube	Submersible	Water Lube	Submersible	Submersible
Installation Date	2012	2003	2001	2004	2010	2015
Pump Setting Depth (ft.)	260’	220’	180’	240’	250’	290’
Column Diameter (inch)	12”	8”	12”	10”	12”	12”
Bowl Manufacturer	BJ/Flowserve	Goulds	BJ/Flowserve	Floway	BJ/Flowserve	BJ/Flowserve
Impeller Model	13MQH	11CHC	13MQH	14DKH	14EMM	15EMM
Number of Stages	3	4	3	3	3	4
Motor Horsepower	150 HP	100 HP	150 HP	200 HP	150 HP	200 HP
Well Control	Willow	Willow	Newport	Newport	Willow	Newport

6.4. Surface Water

The TODB does not use or have access to surface water.

6.5. Stormwater

The TODB does not use storm water for any uses and has no plans to do so.

6.6. Wastewater and Recycled Water

6.6.1. Recycled Water Coordination

The TODB owns and operates a community wastewater collection, treatment, and solids disposal facilities. The information in this section was provided by the TODB in coordination with the wastewater engineering consultant, Herwit Engineering, and from information provided in the TODB 2019 Wastewater Master Plan . All recycled water opportunities would be solely supplied by the District's wastewater treatment plant (WWTP).

6.6.2. Wastewater Collection, Treatment, and Disposal

Wastewater is collected and conveyed to the WWTP by a network of gravity sewer mains and force mains. There are fifteen sewage pumping stations within the TODB sewage collection system that deliver sewage from the developments to the overall WWTP, located on the north and south sides of Highway 4 and directly southeast from the TODB.

The WWTP currently produces a disinfected secondary effluent that is discharged to Old River. The WWTP consists of an influent pump station, influent screening, secondary treatment facilities using oxidation ditches, and ultraviolet (UV) disinfection prior to discharge into Old River. The WWTP average daily flow in fiscal year 2019/2020 was approximately 1.33 million gallons per day (MGD). The facilities are permitted by the Regional Water Quality Control Board (RWQCB) to treat and discharge to Old River under specific waste discharge requirements (WDRs).

The facilities include a solids handling system for the residual sludge or biosolids developed in the WWTP. Solids handling facilities consist of waste activated sludge (WAS) pumping systems, a small aerobic digester, two sludge lagoons, a belt press dewatering facility, and four active solar sludge dryers.

Title 22 sets forth the regulations that govern recycled water treatment and uses. There are specific filtration and disinfection requirements to use recycled water in applications such as irrigation of landscaping areas. The District has constructed improvements to treat all the effluent to meet the Title 22 requirements for "disinfected tertiary recycled water" in order to comply with the discharge permitting requirements of the National Pollutant Discharge Elimination System (NPDES). However, the District does not have a Title 22 permit to use the treated effluent from the WWTP for use in the water system for recycled water applications (e.g. landscape irrigation).

Table 6-3 (DWR Table 6-2) shows the volume of wastewater collected within the TODB service area in 2020.

Table 6-3 (DWR Table 6-2) Retail: Wastewater Collected Within Service Area in 2020						
	There is no wastewater collection system. The supplier will not complete the table below.					
100	Percentage of 2020 service area covered by wastewater collection system					
100	Percentage of 2020 service area population covered by wastewater collection system					
Wastewater Collection			Recipient of Collected Wastewater			
Name of Wastewater Collection Agency	Wastewater Volume Metered or Estimated?	Volume of Wastewater Collected from UWMP Service Area 2020	Name of Wastewater Treatment Agency Receiving Collected Wastewater	Treatment Plant Name	Is WWTP Located Within UWMP Area?	Is WWTP Operation Contracted to a Third Party?
Town of Discovery Bay Community Services District	Estimated	486	Town of Discovery Bay Community Services District	WWTP No. 1 and No. 2	Yes	Yes
Total Wastewater Collected from Service Area in 2020:		486				

Table 6-4 (DWR Table 6-3) shows the amount of wastewater treated and discharged from the TODB service area in 2020.

Table 6-4 (DWR Table 6-3) Retail: Wastewater Treatment and Discharge Within Service Area in 2020

	No wastewater is treated or disposed of within the UWMP service area. The Supplier will not complete the table below.

Wastewater Treatment Plant Name	Discharge Location Name or Identifier	Discharge Location Description	Wastewater Discharge ID Number	Method of Disposal	Does This Plant Treat Wastewater Generated Outside the Service Area?	Treatment Level	2020 volumes				
							Wastewater Treated	Discharged Treated Wastewater	Recycled Within Service Area	Recycled Outside of Service Area	Instream Flow Permit Requirement
WWTP No. 1 and 2	Old River	Old River South of Highway 4 Bridge		River or Creek Outfall	No	Tertiary	486	486	0	0	
						Total	**486**	**486**	0	0	0

NOTES: The TODB upgraded its WWTP treatment to tertiary level to meet NDPES Permit Discharge Requirements.

6.6.3. Recycled Water System

All of the newer developments in the TODB (from 1999 and on) are constructed with "purple pipe", which is dedicated for distribution of recycled water to the system. The older developments do not have a purple pipe system. The purple pipes can connect to public irrigation services as well as individual residences for landscape needs. It is estimated that at build-out in 2020, approximately 36% of the service area will have purple pipe. The estimated irrigation demand for these areas (residential and public irrigation) is approximately 300 MGY, and approximately half can be served recycled water (150 MGY) due to operational considerations with water quality.

Those developments with purple pipe are located on the opposite side of the service area from the WWTP. Connecting the purple pipe systems to the WWTP would require a 5-mile transmission, likely to be a 12-inch diameter pipe through congested utilities and a highway crossing. It is estimated that construction costs for such a project is on the order of $4-6 million. Based on this conceptual assessment, the project would likely serve up to 150 MGY, which equates to the amount of water used by 770 equivalent dwelling units (EDU). In comparison, a typical groundwater supply well in the TODB can serve twice as many EDU (approximately 1,500 EDU) and cost half as much to construct (approximately $2 million). A recycled water pipeline is not being pursued due to cost-to-benefit and, given the current outlook of groundwater, appears to be sustainable. However, the project could become more economically feasible if grant funding were available to supplement the cost and will be considered further by the TODB.

6.6.4. Recycled Water Beneficial Uses

6.6.4.1. Current and Planned Uses of Recycled Water

As noted above the effluent from the WWTP does not currently meet Title 22 requirements for recycled water uses in the water system. However, Title 22 allows a restricted use of untreated recycled water onsite at the WWTP, provided public access to the recycled water is restricted. The District completed a project in early 2015 that utilizes the secondary effluent from the WWTP in the solids handling process.

Previously, the belt presses and spray nozzles in the solids handling process required a water source that used approximately 20 MGY of potable water from the system. The actual water requirements would vary based on time of year. A baseline flow of approximately 50 gallons per minute (gpm) is required with peak use over 300 gpm during the summer months when the belt presses and the drying process is operating. The maximum capacity of the onsite reclaim water system will be 400 gpm to supply water during peak demand requirements. With completion of this project, potable water is no longer required in the WWTP processes.

The District has completed construction of the tertiary treatment system at the wastewater treatment plant, however the District does not have a Title 22 permit for recycled water use. There are potential opportunities for use of recycled water, however, none are being pursued at this time. Potential uses and limitations of recycled water are discussed below.

Water quality concerns: Of particular concern with recycled water application to irrigation is the source water quality. Boron and salinity are two important parameters when irrigating for agricultural and landscape purposes. Crops and vegetation have varying levels of tolerance to these parameters (among others); however, it generally starts to be an issue when boron is above 2 parts per million (ppm) or electrical conductivity (EC) is above 2000 micro-Siemens per centimeter (µS/cm). The groundwater wells have boron at approximately 1-2 ppm concentrations, whereas the secondary effluent from the WWTP contains boron ranging from 3-4 ppm. The groundwater wells generally have an EC of around 500 µS/cm, whereas the secondary effluent is 2100 µS/cm. Salinity is known to increase in wastewater due to point-of-use water softeners treating water hardness. Boron and salinity will not be removed in the recycled water and could pose operational issues if applied to landscape irrigation.

Similar recycled water quality issues are present in other systems. In response to recycled water quality issues, it has become common practice to blend recycled water to decrease concentrations, or to cycle between recycled water and potable water to reduce soil column salt loading. For the purposes of assessing recycled water potential in the UWMP, it is assumed irrigation water could only meet half (50%) of its demand from recycled water due to poor water quality issues noted above.

Irrigation: Other potential uses for recycled water is irrigation in the TODB golf course or in the adjacent agricultural fields, neither of which is currently supplied water by the District's system. Therefore, supplying recycled water to these would not reduce the per-capita water use of TODB. The golf course is part of an HOA that has surface water rights for irrigation. Agricultural lands surrounding the TODB are irrigated with surface and groundwater. The TODB may still considered delivering recycled water to the golf course or agricultural fields as a benefit to regional water supplies even though it would not reduce the per-capita water use in the TODB system.

Groundwater Recharge: Groundwater recharge is another alternative for the recycled water use. As discussed above, the TODB's groundwater supply is from a confined aquifer system and could not be replenished from a surface recharge. Injection would be the only alternative for recharge, which has limited cost-to-benefit considering the high costs for delivery, construction, permitting and operational complexities associated with injection.

Table 6-5 (DWR Table 6-4) shows that the TODB is currently not using recycled water within its service area.

Table 6-4 Retail. Recycled Water Direct Beneficial Uses Within Service Area

Recycled water is not used and is not planned for use within the service area of the supplier. The supplier will not complete the table below.

Name of Supplier Producing (Treating) the Recycled Water:	Town of Discovery Bay Community Services District
Name of Supplier Operating the Recycled Water Distribution System:	Town of Discovery Bay Community Services District
Supplemental Water Added in 2020 (volume) include units	0
Source of 2020	N/A

Beneficial Use Type	Potential Beneficial Uses of Recycled Water (Describe)	Amount of Potential Uses of Rycycled Water (Quantit) Include volume units	General Description of 2020 Uses	Level of Treatment drop down list	2020	2025	2030	2035	2040	2045 (opt)
Agricultural Irrigation					0	0	0	0	0	0
Landscape Irrigation					0	0	0	0	0	0
Golf Course Irrigation (excludes gold courses)					0	0	0	0	0	0
Golf Course Irrigation					0	0	0	0	0	0
Commercial Use					0	0	0	0	0	0
Industrial Use					0	0	0	0	0	0
Geothermal and Other Energy Production					0	0	0	0	0	0
Seawater Intrusion Barrier					0	0	0	0	0	0
Recreational Impoundment					0	0	0	0	0	0
Wetlands or Wildlife					0	0	0	0	0	0
Groundwater Recharge (IPR)					0	0	0	0	0	0
Surface Water Augmentation (IPR)					0	0	0	0	0	0
Direct Potable Reuse					0	0	0	0	0	0
Other (Provide General Description)					0	0	0	0	0	0
Total					0	0	0	0	0	0
Internal Reuse										

IPR Indirect Potable Reuse

Table 6-6 (DWR Table 6-5), below, compares projected 2020 recycled water use with actual 2020 recycled water use. There is no projected or actual recycled water use.

Table 6-6 (DWR Table 6-5). Retail: 2015 UWMP Recycled Water Use Projection Compared to 2020 Actual			
X	Recycled water was not used in 2015 nor projected for use in 2020. The Supplier will not complete the table below.		
Use Type		2015 Projection for 2020	2020 Actual Use
Agricultural irrigation		0	0
Landscape irrigation (excludes golf courses)		0	0
Golf course irrigation		0	0
Commercial use		0	0
Industrial use		0	0
Geothermal and other energy production		0	0
Seawater intrusion barrier		0	0
Recreational impoundment		0	0
Wetlands or wildlife habitat		0	0
Groundwater recharge (IPR)		0	0
Surface water augmentation (IPR)		0	0
Direct potable reuse		0	0
Other	*Type of Use*	0	0
Total		0	0

6.6.5. Actions to Encourage and Optimize Future Recycled Water Use

The most feasible uses of recycled water include the onsite uses at the WWTP, irrigating in the system using the existing purple pipe network, golf course irrigation, and nearby agricultural irrigation. The latter two are not part of the TODB potable water demand and would not reduce per-capita consumption for the TODB. However, those may still be pursued as a benefit to other surface and groundwater uses outside of the TODB under a groundwater sustainability plan. Furthermore, as discussed above, irrigation uses within the system using the existing purple pipe are likely to only be pursued further if grant funding is identified for such a project.

Given the conclusions of limited current recycled water use and uncertainty with the viability of future recycled water use, there is no current plan to optimize recycled water as shown below in

Table 6-7 (DWR Table 6-6) nor is there a separate master plan for recycled water beyond the information presented above.

Table 6-7 (DWR Table 6-6). Retail: Methods to Expand Future Recycled Water Use			
X	Supplier does not plan to expand recycled water use in the future. Supplier will not complete the table below but will provide narrative explanation.		
	Provide page location of narrative in UWMP		
Name of Action	Description	Planned Implementation Year	Expected Increase in Recycled Water Use
N/A			
		Total	0

6.7. Desalinated Water Opportunities

The TODB does not plan to build desalinated water plants and there are no opportunities for the development of a desalinated water plant for future water supplies.

6.8. Exchanges or Transfers

The TODB does not participate in transfer or exchange programs and does not have any planned in the future.

6.9. Future Water Projects

The District plans on constructing a new production well (Well 8). Well 8 is anticipated to be brought online by 2025 and is estimated to supply up to 1,800 gpm. Well 8 is intended to replace Well 5A, which has water quality problems as noted in Section 6.2.1.4. The addition of Well 8 will increase the reliability of the TODB's water supply though total groundwater source capacity will ultimately not change with the intended destruction of Well 5A. Future water projects are shown below in **Table 6-8** (DWR Table 6-7).

Table 6-8 (DWR Table 6-7). Retail: Expected Future Water Supply Projects or Programs						
	No expected future water supply projects or programs that provide a quantifiable increase to the agency's water supply. Supplier will not complete the table below.					
	Some or all of the supplier's future water supply projects or programs are not compatible with this table and are described in a narrative format.					
	Provide page location of narrative in the UWMP					
Name of Future Projects or Programs	Joint Project with other suppliers?		Description (if needed)	Planned Implementation Year	Planned for Use in Year Type	Expected Increase in Water Supply to Supplier
Well 8	No		Groundwater Well	By 2025	All Year Types	0
NOTES: Well 8 is intended to replace Well 5A. Well 5A will be abandoned upon completion of Well 8.						

6.10. Summary of Existing and Planned Sources of Water

The TODB utilizes groundwater exclusively to meet its total water demand needs. The TODB has six (6) groundwater wells capable of pumping 2,500 MG to meet demands during a normal water year, single dry year and droughts lasting at least five years. The TODB's available groundwater resources have not historically been affected by drought conditions or extended dry periods. Anticipated water supply availability is the same under normal, single dry year and a drought lasting longer than five years. Additional analysis in this regard is provided in Chapter 7 under the Drought Risk Assessment section. **Table 6-9** (DWR Table 6-8) below summarizes the actual water supply for the District in fiscal year 2019/2020 in MG. **Table 6-10** (DWR Table 6-9) projects available water supply through 2045 based on updated population projections and 2020 water use target of 209 gpcd

Table 6-9 (DWR Table 6-8). Retail: Water Supplies — Actual				
Water Supply	Additional Detail on Water Supply	2020		
		Actual Volume	Water Quality	Total Right or Safe Yield
Groundwater (not desalinated)		1,050	Drinking Water	
Total		1,050		

Table 6-10 (DWR Table 6-9) Retail: Water Supplies — Projected						
Water Supply	Additional Detail on Water Supply	Projected Water Supply Report To the Extent Practicable				
		2025	**2030**	**2035**	**2040**	**2045**
		Reasonably Available Volume	Reasonably Available Volume	Reasonably Available Volume	Reasonably Available Volume	Reasonably Available Volume
Groundwater (not desalinated)		2,500	2,500	2,500	2,500	2,500
Total		2,500	2,500	2,500	2,500	2,500

6.11. Climate Change Impacts to Supply

The District's supply wells are the sole source of water for the TODB. The wells were able to supply the TODB at the height of the 2012-2015 drought without impacts to the aquifer. Groundwater levels have been shown to fully recover.

The District's water supply does not come from snowmelt, is not diverted from the Delta, is not a coastal aquifer, is not subject to invasive species management, and has always been able to meet the TODB's water demand.

The District's water supply reliability is detailed in Chapter 7.

6.12. Energy Intensity

The District pumps groundwater from its six (6) water production wells. These six groundwater wells pump groundwater to its two (2) surface water treatment plants to address iron and manganese water quality issues. After TODB's groundwater is treated, two booster pump stations distribute treated water to the distribution system to customer taps. The total amount of energy used to extract water from the groundwater aquifer, treat the raw water, and pump the treated water to the distribution system is shown in **Table 6-11** (DWR Guidebook Appendix O, Table O-1A) below.

Table 6-11. O-1A: Recommended Energy Intensity - Water Supply Process Approach

Enter Start Date for Reporting Period	7/1/2019	**Urban Water Supplier Operational Control**					
End Date	6/30/2020	**Water Management Process**					
		Extract and Divert	Place into Storage	Conveyance	Treatment	Distribution	Total Utility
Volume of Water Entering Process (AF)		*3,222.5*	*0*	*0*	*3,222.5*	*0*	*3,222.5*
Energy Consumed (kWh)		*13,581*	*0*	*0*	*1,044,960*	*0*	*1,058,541*
Energy Intensity (kWh/AF)		*4.2*	*0.0*	*0.0*	*324.3*	*0.0*	*328.5*

Wastewater is collected by the District and pumped to the wastewater treatment plant via 15 lift stations. The wastewater is then treated before being discharged to Old River within NPDES permit discharge requirements. The District does not treat any wastewater for recycled water use purposes at this time. A summary of the wastewater and recycled water energy use is shown in **Table 6-12** (DWR Guidebook Appendix O, Table O-2) below.

Table 6-12. O-2: Recommended Energy Intensity - Wastewater & Recycled Water					
Enter Start Date for Reporting Period	10/1/2019	**Urban Water Supplier Operational Control**			
End Date	9/29/2020	**Water Management Process**			
		Collection / Conveyance	Treatment	Discharge / Distribution	Total
Volume of Wastewater Entering Process (AF)		*0*	*1488.5*	*0*	*1488.5*
Wastewater Energy Consumed (kWh)		*0*	*17,178,543*	*0*	*17,178,543*
Wastewater Energy Intensity (kWh/AF)		*0.0*	*11,540.8*	*0.0*	*11,540.8*
Volume of Recycled Water Entering Process (AF)		*0*	*0*	*0*	*0*
Recycled Water Energy Consumed (kWh)		*0*	*0*	*0*	*0*
Recycled Water Energy Intensity (kWh/AF)		*0.0*	*0.0*	*0.0*	*0.0*

CHAPTER 7.
WATER SUPPLY RELIABILITY ASSESSMENT

7.1. Constraints on Water Sources

LSCE conducted a review of the District's water supply reliability and produced a memorandum presenting *Supporting Analysis on Groundwater Conditions*[5] on June 20, 2016 which was prepared to comply with the June 2016 State of California Emergency Drought Regulations (see **Appendix E**). This memorandum concluded that there were no restrictions preventing the District from its ability to pump water from the aquifer to meet current and anticipated demand.

The District's water supply limitations are due to the number and operating condition of the District's wells. All wells, with the exception of Well 5A, are able to operate without limitations to produce sufficient water supply that exceeds current demand. Well 5A has had increasing levels of TDS, which has constrained its use. The District has plans to complete construction of a new well to replace Well 5A as noted in Chapter 6, which will remove this operating constraint.

7.2. Reliability by Type of Year

In the context of drought planning, this section describes reliability of the water supply and vulnerability to seasonal or climatic shortage for the following water–year types:

- Average water year: A year, or an averaged range of years, that most closely represents the average water supply available to the agency. The UWMP Act uses the term "normal" conditions.
- Single dry water year: The single-dry year is the year that represents the lowest water supply available to the agency.
- Five-Consecutive-Year Drought: The five-consecutive year drought for the DRA would be the driest five-year historical sequence for the supplier. For the water service reliability assessment, Suppliers are encouraged to use the same five-year sequence for their water service reliability assessment.

The District determined the base years as listed in **Table 7-1**. The average/normal base year is the highest water usage year on record. The dry years are based on the 2012-2015 drought. Seasonal fluctuations observed in groundwater levels do not result in any considerable loss of production for the District. Furthermore, the District has always been able to pump 100% of its groundwater supply during previous multiple-dry years.

[5] June 20, 2016, Supporting Analysis on Groundwater Conditions 2016 Self-Certified Water Conservation Standard, Luhdorff & Scalmanini Consulting Engineers

Table 7-1 summarizes the effects water year-types would have on water supply and groundwater production. Annual groundwater production varies depending on the water demand. The maximum production of record was 1,328 MGY in 2008. 2015 was the height of a period of multiple-dry years and the District had access to 100% of its groundwater supplies, though usage was curtailed due to drought restrictions.

Table 7-1. Retail: Basis of Water Year Data (Reliability Assessment)

Year Type	Base Year *If not using a calendar year, type in the last year of the fiscal, water year, or range of years, for example, water year 2019-2020, use 2020*	Available Supplies if Year Type Repeats	
			Quantification of available supplies is not compatible with this table and is provided elsewhere in the UWMP. Location _____
		X	Quantification of available supplies is provided in this table as either volume only, percent only, or both.
		Volume Available	**% of Average Supply**
Average Year	2008	1328	100%
Single-Dry Year	2007	1328	100%
Consecutive Dry Years 1st Year	2012	1328	100%
Consecutive Dry Years 2nd Year	1013	1328	100%
Consecutive Dry Years 3rd Year	2014	1328	100%
Consecutive Dry Years 4th Year	2015	1328	100%
Consecutive Dry Years 5th Year	2016	1328	100%

7.3. Supply and Demand Assessment

The water supply and demand assessment shall compare the total water supply sources with the total projected water use over the next 20 years for normal, single-dry and multiple-dry years. Tables 7-2, 7-3, and 7-4 provide the assessment of supply versus demand for each water year type. The water supply is based on operating all wells for 12 hours per day, 365 days per year, which the wells are capable for supplying. However, the wells will only be operated to the extent that meets the TODB's demand and thus will pump less than what is possible.

Table 7-2. Retail: Normal Year Supply and Demand Comparison					
	2025	**2030**	**2035**	**2040**	**2045**
Supply Totals (from Table 6-9)	2,500	2,500	2,500	2,500	2,500
Demand Totals (from Table 4-3)	1,423	1,645	1,873	2,160	2,491
Difference	1,077	855	627	340	9

Table 7-3. Retail: Single Dry Year Supply and Demand Comparison					
	2025	2030	2035	2040	2045
Supply Totals	2,500	2,500	2,500	2,500	2,500
Demand totals	1,423	1,645	1,873	2,160	2,491
Difference	1,077	855	627	340	9

Table 7-4. Retail: Multiple Dry Years Supply and Demand Comparison						
		2025	2030	2035	2040	2045
First Year	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9
Second Year	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9
Third Year	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9
Fourth Year	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9
Fifth Year	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9
Sixth Year *(optional)*	Supply totals	2,500	2,500	2,500	2,500	2,500
	Demand totals	1,423	1,645	1,873	2,160	2,491
	Difference	1,077	855	627	340	9

7.4. Regional Supply Reliability

All TODB water is produced locally, therefore no regional supplies are required, nor are they available. Groundwater is produced in a sustainable fashion. The District participates in regional planning (CASGEM, SGMA, etc.) and complies with the provisions set to ensure reliability of its water source.

7.5. Drought Risk Assessment

The TODB uses groundwater exclusively to meet total customer water demands. Historically, the TODB has not experienced water supply shortfalls during periods of drought or extended dry periods including the recent drought in 2012 through 2015. **Table 7-5** below shows a comparison of the total available water supplies available to the TODB versus the gross water use for a drought lasting five consecutive years. The analysis shows that the TODB does not need any additional water supply augmentation to meet water use during drought. The analysis also shows that it is not necessary to implement any Water Shortage Contingency Plan response actions to reduce water demands since there is not a water supply shortfall.

Table 7-5. Five-Year Drought Risk Assessment Tables to address Water Code Section 10635(b)

2021	Total
Gross Water Use	1,125
Total Supplies	2,500
Surplus/Shortfall w/o WSCP Action	1,375
Planned WSCP Actions (use reduction and supply augmentation)	
WSCP - supply augmentation benefit	
WSCP - use reduction savings benefit	
Revised Surplus/(shortfall)	
Resulting % Use Reduction from WSCP action	0%

2022	Total
Gross Water Use	1,199
Total Supplies	2,500
Surplus/Shortfall w/o WSCP Action	1,301
Planned WSCP Actions (use reduction and supply augmentation)	
WSCP - supply augmentation benefit	
WSCP - use reduction savings benefit	
Revised Surplus/(shortfall)	
Resulting % Use Reduction from WSCP action	0%

2023	Total
Gross Water Use	1,274
Total Supplies	2,500
Surplus/Shortfall w/o WSCP Action	1,226
Planned WSCP Actions (use reduction and supply augmentation)	
WSCP - supply augmentation benefit	
WSCP - use reduction savings benefit	
Revised Surplus/(shortfall)	
Resulting % Use Reduction from WSCP action	0%

2024	Total
Gross Water Use	1,349
Total Supplies	2,500
Surplus/Shortfall w/o WSCP Action	1,151
Planned WSCP Actions (use reduction and supply augmentation)	
WSCP - supply augmentation benefit	
WSCP - use reduction savings benefit	
Revised Surplus/(shortfall)	
Resulting % Use Reduction from WSCP action	0%

2025	Total
Gross Water Use	1,424
Total Supplies	2,500
Surplus/Shortfall w/o WSCP Action	1,076
Planned WSCP Actions (use reduction and supply augmentation)	
WSCP - supply augmentation benefit	
WSCP - use reduction savings benefit	
Revised Surplus/(shortfall)	
Resulting % Use Reduction from WSCP action	0%

CHAPTER 8.
WATER SHORTAGE CONTINGENCY PLANNING

8.1. Water Supply Reliability Analysis

California Water Code (CWC) Section 10632(a)(1) requires an analysis of water supply reliability per CWC Section 10635. The TODB relies exclusively on groundwater to meet customer needs and has historically met customer demands through times of drought. Conditions could arise such as catastrophic events, prolonged periods of drought, unforeseen impacts to the groundwater supply, etc. that could require the activation of the District's Water Shortage Contingency Plan (WSCP) that was adopted on March 3, 2021. A copy of the resolution and the WSCP is included in **Appendix F**.

The TODB maintains six well facilities which meet the maximum day demand of its system with the largest well source offline, in accordance with State of California Code of Regulations, Title 22 California Waterworks Standards. Water supplies to meet the maximum daily demand and instantaneous peak flow requirements of the system are maintained through a combination of the water supply wells, treatment, storage, and booster pump capacity. All water is pumped from the East Contra Costa Groundwater Subbasin.

The water supply reliability analysis is based on the ability to meet annual water demands, as required in CWC 10635. The analysis considers the capacity of operating all six wells for 12 hours per day, 365 days per year, which the wells are capable of supplying. The total pumping capacity of the six wells is 2,500 million gallons per year. However, the wells will only be operated to the extent that meets the TODB's demand and thus will pump less than what is possible.

The water demand for the TODB was 1,050 million gallons for the fiscal year from July 1, 2019 to June 30, 2020. Water demand projections from the TODB's 2020 UWMP project a water demand of 2,871 million gallons per year in 2045. Thus, the existing capacity of the wells can reliably meet current and future water demands based on current growth projections.

Historically, the TODB has not experienced water supply shortfalls during periods of drought including the recent drought in 2012 through 2015. The groundwater wells can adequately meet the projected annual demands. The TODB is participating in the East Contra Costa Groundwater Sustainability Working Group to develop a Groundwater Sustainability Plan to ensure the continued reliability of groundwater to meet the water demands of the basin.

8.2. Annual Water Supply and Demand Analysis

CWC Section 10632 (a)(2) requires written procedures to be developed to conduct an annual water supply and demand assessment (annual assessment) to determine the water system's reliability. The annual assessment needs to be completed and submitted to DWR by July 1 of each

year. The steps to complete the annual assessment are described in the WSCP (see **Appendix F**). An example of an annual assessment is provided below.

Available Water Supply

In 2020, the available water supply to the District is 2,500 MG. Since the TODB has not historically been impacted by drought, the available supply for the subsequent dry year shall be the same as the current year.

Unconstrained Customer Demand

The water meter usage per customer class for the fiscal year from July 1, 2019 to June 30, 2020 was 1,050 MG. The TODB's population was estimated in Chapter 3 for 2020 as 15,575. To calculate the population in 2021 or any subsequent year, multiply the number of new service connections since 2020 times the 2.95 persons per household factor from the U.S. Census Bureau for the TODB and add that to the 2020 population. Assuming in 2021, 1/5 of the anticipated 1,038 new connections that are anticipated over the next 5 years are added to the TODB, the estimated population in 2021 is 16,187. The increase in population results in a water demand in 2021 of 1,091 MG. See detailed calculations below. Additional information is provided in the WSCP (see **Appendix F**).

Future Population = 2020 Population + No. of New Connections X Persons per Household

2021 Population = 15,575 people + (207.6 service connections X 2.95 People per Household)

2021 Population = 16,187 people

$$\text{Anticipated Demand} = \frac{\text{Meter Usage X Future Population}}{\text{Current Population}}$$

$$\text{Anticipated 2021 Demand} = \frac{\text{1,050 MG X 16,187 People}}{\text{15,575 People}} = 1{,}091 \text{ MG}$$

Evaluation Criteria

As shown above, the available water supply for the TODB is 2,500 MG for the current and upcoming year. The 2020 water demand was 1,050 MG and the 2021 is anticipated to be 1,091 MG. Since the available water supply is greater than the anticipated water demand, then the TODB does not need to take any further action.

Planned Water Use for Current Year Considering Dry Subsequent Year

As mentioned above, the TODB has not historically been impacted by drought thus planned water use for the current year shall not be impacted by an anticipated subsequent dry year.

Infrastructure Considerations

The TODB is in the process of designing a new well, Well 8, to replace Well 5. Construction of Well 8 will not have an impact on available water supply during construction. Water supply capacity will remain the same after Well 8 is constructed.

8.3. Standard Water Shortage Levels

CWC Section 10632 (a)(4) requires actions to be undertaken by the District in response to water supply shortages, including over a 50-percent reduction in water supply, and an outline of specific water supply conditions which are applicable to each water shortage level.

The District will implement six water shortage levels in response to water supply shortages to comply with State requirements (see **Table 8-1**). The levels will be implemented during water supply shortages, or regional drought conditions that may not be directly influencing the District's water supplies. The level determination and declaration of a water supply shortage will be made by the TODB Board of Directors.

Level I - This level would be initiated during a mild water shortage (up to 10%) and is part of an ongoing public information campaign encouraging voluntary water conservation. The TODB issued a resolution for voluntary water use in Resolution 2014-11 – Voluntary Water Reduction **(Appendix A**). There are no mandatory measures during Level I. Although Level I is ongoing, customers are reminded when a regional single-year drought is occurring.

Level II – This level would be initiated during a moderate water shortage (11-20%) and would be addressed through enhanced voluntary measures and public outreach with voluntary enforcement of the water waste ordinance. Level II would be implemented during a moderate drought where water conservation is mandatory but impacts to the TODB's groundwater supply wells are negligible or non-existent. During Level II, the TODB Board of Directors will declare prohibitions on water use, in accordance with the TODB Ordinance No. 2016-27 Drought Regulation (**Appendix F**).

Level III – This level would be initiated during a severe regional water shortage (21 to 30%), which could be caused by State mandated water use reductions or when the TODB has a redundant back-up well offline for repairs, which makes the overall supply system more vulnerable to shortages. During Level III, the TODB Board of Directors would adopt a new ordinance providing authority for the General Manager to implement additional prohibitions and consumption reduction methods that would include cutbacks in irrigation water use by all customers, enhanced leak repair by customers and the District, establishment of water shortage pricing surcharges, and other consumption reduction methods as needed to effectively reduce water demands to match available supplies.

Level IV – This level would be initiated during a critical water shortage (31 to 40%), which could be caused by a catastrophic failure of two groundwater supply wells. All steps taken in the prior levels would be intensified and production would be monitored daily for compliance with necessary reductions. Residents would be under water rationing. The TODB would be in emergency status to repair and bring online water supply wells.

Level V – This level would be initiated during a critical water shortage (41-50%), which could be caused by a natural disaster, prolonged severe drought event, or failure of water system facilities that greatly reduces supply capacity.

Level VI – This level would be initiated during a catastrophic water shortage (>50%), which could be caused by a natural disaster, catastrophic failure of the system of 3 or more groundwater supply wells. Rationing and mandatory restrictions would be enhanced as needed to effectively reduce water demands to match available supplies.

Table 8-1 below lists the six (6) water shortage levels of the WSCP.

Table 8-1. Water Shortage Contingency Plan Levels

Shortage Level	Complete Both	
	Percent Shortage Range[1] *Numerical value as a percent*	Water Shortage Condition (*Narrative description)*
1	Up to 10%	Mild Water Shortage
2	11 to 20%	Moderate Water Shortage
3	21 to 30%	Severe Water Shortage
4	31 to 40%	Critical Water Shortage
5	41 to 50%	Critical Water Shortage
6	>50%	Catastrophic Water Shortage

[1] One stage in the Water Shortage Contingency Plan must address a water shortage of 50%.

The six water shortage levels represent an ever-increasing gap between normal available supplies and normal expected customer demands to be addressed through appropriate local water shortage response actions.

8.4. Shortage Response Actions

CWC Section 10632(a)(4) requires water suppliers to implement water shortage response actions that align with the water shortage levels and include water supply augmentation actions, demand reduction actions, operational changes, mandatory prohibitions, and an estimate of the projected water demand reduction from the action.

Supply Augmentation

The TODB relies exclusively on groundwater to meet its water supply needs and does not have access to surface water or water supply augmentation through other means. Existing wells could be modified to increase pumping capacity if feasible. Recycled water available at the TODB wastewater treatment plant can be considered for non-potable applications although there is currently no infrastructure nor permit in place to support the use of recycled water. The TODB would also implement any non-potable solutions such as using older wells for irrigation purposes that no longer meet SDWA standards. **Table 8-2** (DWR Table 8-3) shows Supply Augmentation and Other Actions.

Table 8-2. (DWR Table 8-3): Supply Augmentation and Other Actions

Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier	How much is this going to reduce the shortage gap?	Additional Explanation or Reference
> Stage 3	Reduce System Water Loss	Up to 50 AFY	As needed.
NOTES:			

Demand Reduction

The CWC requires the water supplier to implement consumption-reduction actions during the most severe levels of water shortage that are capable of reducing water use by at least 50%. The TODB would implement the water demand reduction actions shown on **Table 8-3** (DWR Table 8-2), below. Some of the methods are on-going and are part of the TODB water conservation efforts addressed in the Demand Management Measures. The actual combination of measures implemented will be based on water shortage levels and the effectiveness of demand reduction measures.

Table 8-3. (DWR Table 8-2): Demand Reduction Actions				
Shortage Level	Demand Reduction Actions	How much is this going to reduce the shortage gap?	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
All levels	Other	0-50%	Demand Reduction Program	No
I-II	Other	0-20%	Voluntary Water Use Reductions	No
I-II	Other		Voluntary Restrictions – no waste, not enforced	No
I-II	Expand Public Information Campaign	0-20%	Public Outreach Measures - General	No
II-VI	Other	20-30%	Expedite Conversion of Water Efficient Fixtures	No
II-III	Landscape - Limit landscape irrigation to specific days	20-30%	Irrigation Reduction – limit 3 watering days/week	Yes
II-VI	Landscape - Prohibit certain types of landscape irrigation	20-40%	Irrigation Reduction – parks/open spaces	Yes
II-VI	Other	20%+	Utility Leak Repair – expedite larger leak repairs	No
III-IV	Landscape - Limit landscape irrigation to specific days	30-40%	Irrigation Reduction – limit 2 watering days/week	Yes
III-VI	Expand Public Information Campaign	30%+	Public Outreach Measures – General and Specific	No
III-VI	Implement or Modify Drought Rate Structure or Surcharge	30-50%	Water shortage pricing - surcharge	Yes
III-VI	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	30%+	Customer Leak Repair – within five days of detection	Yes
III-VI	Other	30-50%	Mandatory restrictions – no waste enforced [patrols, tickets, fines, etc.]	Yes
III-VI	Other	30-50%	Apply penalties for excessive water use	Yes
IV-VI	Other	40-50%	Apply flow restrictions to customers	Yes
IV-VI	Other	10-50%	Restrict water use for only priority uses	Yes
V-VI	Landscape - Prohibit all landscape irrigation	40%-50%+	Irrigation Reduction – no lawn watering	Yes
V-VI	Other	20-50%	Mandatory water rationing, per capita allotment	Yes

Operational Changes

During times of water supply shortage, the TODB can also implement operational changes such as reduced system flushing, increased hydrant security, meter upgrades for accurate measurement of water use and enhanced reading capabilities and change water CIP priorities to focus on water reducing projects and programs. Staff can make use of customer water meter information to monitor where water leaks may be occurring. If water meter monitoring is implemented, Staff shall endeavor to notify customers of possible water leaks. During demand reduction actions are initiated, the operations can avoid using inefficient wells that are known to result in higher levels of system flushing.

Additional Mandatory Restrictions

The TODB would implement additional mandatory restrictions against specific water use practices that may be considered excessive during water shortages. If drought conditions or water shortages warrant mandatory restrictions (Level III), the TODB will implement the current water shortage emergency response plan, Ordinance No. 2016-27 Drought Regulation (**Appendix F**). Further mandatory restrictions will be implemented if warranted based on Level IV, V or Level VI conditions. **Table 8-4** identifies mandatory restrictions that would be enforced during a water shortage emergency.

Table 8-4. Mandatory Restrictions

Restrictions	Level When Restriction Becomes Mandatory
Excessive outdoor watering (causing runoff to non-irrigated areas)	II, III, IV
Use of hose without a shut-off nozzle for vehicle washing	II, III, IV
Application of water to driveways or sidewalks	II, III, IV
Use of water in non-circulating fountain or water feature	II, III, IV
Outdoor irrigation beyond the allowed watering schedule	II, III, IV
Uncorrected plumbing leaks	III, IV
Washing cars	III, IV
Watering lawns/landscapes or filling outdoor water features	III, IV

Emergency Response Plan

In the event of catastrophic reduction in water supplies, the TODB would implement emergency preparedness plans, depending on the cause and severity of the water shortage. A catastrophic event resulting in a water shortage would be any event, either natural or man-made, with varying levels of severity to the water supply conditions. Examples include, but are not limited to, a regional power outage, an earthquake, or other disasters.

The TODB has in place an Emergency Operations Plan that would be implemented by the TODB staff in the event of a catastrophic water shortage. The TODB has equipped its facilities with standby emergency generators that would be operated if the catastrophic event involved loss of power. Both of the water treatment plants and booster stations are equipped with permanent emergency generators and automatic transfer switches. The TODB owns portable generators that can be used to operate the groundwater pumping stations. If there is catastrophic rupturing of pipelines, during an earthquake for example, the emergency operations procedures would be followed to isolate the damaged sections, notify customers and immediately repair the damage.

Seismic Risk Assessment and Mitigation Plan

The CWC requires the WSCP to include a seismic risk assessment and mitigation plan to assess the vulnerability of each water facility. Per CWC Section 10632.5 (c), this requirement is met by the Contra Costa County Hazard Mitigation plan.

Shortage Response Action Effectiveness

The CWC Section 10632(a)(4)(E) requires the water supplier to estimate the projected reduction of each shortage response action to close the gap between supplies and demand. Estimated water use reduction is shown above in **Table 8-2**.

8.5. Communication Protocols

The CWC Section 10632 (a)(5)(A) requires the TODB to notify all customers and stakeholders of any anticipated water shortages as result of the annual water supply and demand assessment. Per, the CWC Section 10632 (a)(5)(B), the TODB will also notify all customers and stakeholders if any shortage response actions are triggered pursuant to the annual water supply and demand assessment. In the event of an anticipated water shortage, the TODB will inform customers through newsletters and messages on the TODB website, water bill inserts, direct mail (e.g. post cards), newspapers, press releases, advertising, social media (Nextdoor app), mobile electronic street sign and community workshops and meetings as shown below in **Table 8-5**.

Table 8-5. Communication Protocol for Each Level		
Level No.	Water Supply Conditions	Communication Method
I - Voluntary	Normal to Minimum (0 to 10%)	None
II – Mandatory Conservation	Moderate (11 to 20%)	Bill Insert, Newsletter, Website
III - Rationing	Severe (21 to 30%)	Same as above plus: direct mail, newspaper, press release, advertising, social media, mobile electronic sign
IV – Intense Rationing	Critical (31 to 40%)	Same as above, plus: community workshop and meetings
V - Restrictions/Allocations	Critical (41 to 50%)	Same as above
VI - Restrictions/Allocations	Catastrophic (> 50%)	Same as above

8.6. Compliance and Enforcement

CWC Section 10632 (a)(6) requires a water supplier to penalize or charge for excessive use, where applicable. In accordance with the TODB Ordinance No. 2016-27, when a water shortage emergency is declared, the General Manager may issue a Notice of Violation to any customer that fails to comply with the conditions of the ordinance. After one notice has been issued further violations shall be punishable by a fine of: $25 for a first violation; $50 for a second violation; $100 for a third violation; and $500 for a fourth violation and any subsequent violation thereafter. Furthermore, each day upon which any condition of the ordinance is violated constitutes a separate violation.

During severe and critical water shortages (Stages III, IV, V and VI), there will be additional charges applied for excessive water use. During these water shortages, the General Manager may take further actions if violations continue after the one written warning, such as installing a flow-restricting device on the service line, or termination of service for repeated violations of unauthorized water use. **Table 8-2** shows the stages when penalties and charges take effect.

In accordance with the TODB Ordinance No. 2016-27, violations or fines may be appealed for reconsideration. Appeals for reconsideration shall be processed as indicated in the TODB Ordinance No. 2016-27.

8.7. Legal Authorities

Per the TODB Drought Regulation, Ordinance No. 2016-27, the TODB has the authority to implement the water response actions presented in the WSCP.

The TODB shall declare a water shortage emergency as required depending on the severity of the water shortage level in accordance with CWC Chapter 3, Sections 350 through 359.

The TODB shall coordinate with Contra Costa County for the possible proclamation of a local water supply emergency per California Government Code, California Emergency Services Act, Article 2, Section 8558.

8.8. Financial Consequences of WSCP

CWC Section 10632 (a)(8) requires a description of the impacts of consumption reduction on the revenues and expenditures of the water supplier. The TODB will establish an accounting system for tracking expenses and revenue shortfalls associated with voluntary and mandatory water use reductions. The TODB maintains reserve funds that can be used to offset expenditure impacts during times of emergency. The TODB will implement a surcharge to recover unmitigated revenue shortfalls.

8.9. Monitoring and Reporting

Per CWC Section 10632 (a)(9), the TODB will monitor and report on the implementation of the WSCP. Monthly water production and metered water use data will be collected, tracked and analyzed to monitor compliance and meet state reporting requirements. The State Water Resources Control Board is in the process of preparing regulations for regular monthly water use reporting by urban water suppliers.

8.10. WSCP Refinement Procedures

Per CWC Section 10632 (a) (10), the TODB may choose to refine the WSCP based on monitoring and reporting of data collected. Based on analysis of the data collected, the TODB may choose to modify or add consumption reduction methods to more accurately meet water level targets. Any updates to the WSCP will be approved by the Board of Directors as needed to maintain an effective water shortage response plan for the community.

8.11. Special Water Feature Distinction

Per CWC Section 10632 (b), the TODB shall analyze and define water features in the WSCP that are artificially supplied with water, including, ponds, fountains, etc. separately from pools and spas as defined by subdivision (a) of Section 115921 of the Health and Safety Code. Pools and spas must use potable water whereas ponds, fountains and other water features may be able to use recycled water.

8.12. Plan Adoption, Submittal and Availability

Per the CWC, the following steps will be performed prior to adoption of the WSCP:

- The TODB will issue a notification of a public hearing to customers, the county and public.
- The TODB will publish in a local newspaper for two consecutive weeks notification of the public hearing.
- The TODB shall hold a public hearing to obtain public input.
- Following the public hearing or at a subsequent Board meeting, the Board of Directors shall formally adopt the WSCP.
- Per CWC Section 10632 (a)(c), the TODB will make the WSCP available on the TODB's website, https://www.todb.ca.gov/, within 30 days of adoption by the Board of Directors.

CHAPTER 9.
DEMAND MANAGEMENT MEASURES

9.1. Existing Demand Management Measures for Retail Suppliers

9.1.1. Water Waste Prevention Ordinances

On September 3, 2014, the TODB enacted an ordinance on waste prohibition and assess fines for repeat offenders (Ordinance No. 25 Establishing Emergency Drought Regulations). This ordinance was updated in 2016 with the Drought Regulation Ordinance No. 2016-27, see **Appendix F**.

The TODB has also established the WSCP that defines further prohibitions to be implemented in the event of a water shortage emergency affecting the District's supply wells including a reduction greater than 50%.

If reductions of system water use are needed, the District will approach Contra Costa County to consider implementation of a landscape ordinance based on the State issued Model Water Efficient Landscape Ordinance (MWELO) that would require landscape permit, plan check, or design review for new and rehabilitated landscape areas that exceed a minimum square footage. The TODB does not have the authority to implement this themselves, therefore a County Ordinance and implementation is required.

In June 2016, during a revision of the Emergency Drought Regulations, the TODB petitioned for a self-certified conservation standard of 0% to which was conducted in conformance with the State of California Water Supply Reliability Certification and Data Submission Form and was supported by a technical evaluation of groundwater conditions by LSCE (**Appendix F**). While the TODB currently has a 0% water conservation standard with regard to the Emergency Drought Regulations, the TODB has also adopted a voluntary water conservation goal of up to 10% for the community.

9.1.2. Metering

The TODB began retrofitting existing residential meters in 2008 and has been fully metered since 2018. The TODB's program for metering with commodity rates has been implemented for all customer classes. The metering with commodity rates consists of: require meters on all services, read meters and bill on volume use, bill bi-monthly or more frequently, establish a program to test, repair and/or replace meters, and consider splitting mixed-use commercial and landscape meters to have a dedicated landscape meter.

9.1.3. Conservation Pricing

This measure relates with Section 9.1.2 (metering with commodity rates) and focuses on setting a rate structure with a price signal to customers to use water efficiently. In general, conservation-

pricing models involve setting a commodity rate structure such that a significant portion of the total revenue comes from the volumetric billing as compared to the fixed rate charges. However, each agency is unique in how rates are set, and professional studies are required to determine the rate case most applicable for each agency. The TODB completed a rate case study in 2020. The TODB "charges a fixed meter fee based on the size of the meter plus a volume rate billed to each 100 cubic feet (CCF) of water used" (Water and Wastewater Rate Study, June 2020).

9.1.4. Public Education and Outreach

The TODB has an ongoing public information program to promote water conservation by informing customers about the needs and benefits of water conservation. The public information program generally consists of the following methods for disseminating information: providing customers with bill inserts, using paid public advertising, providing information via a link on the TODB's website (www.todb.ca.gov), providing year-to-year comparisons in customer water bills, sending out a newsletter twice per year, and a portable digital message board that is moved throughout town to display water conservation messages and information. The digital message board is used to display reminders about conservation and setting irrigation timers during summer months, and reminders about water use prohibitions during droughts or water shortages. Messaging and public information will need to be continually updated based on public input and staff training in water conservation techniques.

The District participates in the TODB's annual Earth Day Fair by staffing a booth for outreach to local teachers and students regarding the water and wastewater services provided by the District. Pamphlets and other materials about water supply and water saving tips are distributed. The District provides additional information on request to teachers and school administrators to help them create educational programs regarding water conservation. Additionally, the District makes staff available on request for school tours of its wastewater treatment plant.

The TODB makes available District staff to provide residents with free home water use auditing at the request of customers. With completion of the water meter project, the top 5% of water users can be identified and personally offered this free service to help them reduce usage. This audit includes leak detection assistance, conservation survey of home appliances, recommending repairs, and water use efficiency techniques for landscape practices and irrigation timers. During a home survey, the TODB will identify toilets, washing machines and plumbing fixture replacements that could reduce household water use and provide residents with estimated water savings. The TODB also discusses use of weather-based irrigation controllers and how to program irrigation timers. The District will compose an inspection list to complete this task.

9.1.5. Programs to Assess and Manage Distribution System Real Loss

Currently, the District visually monitors the system with a focus on areas with older pipelines and immediately repairs any leaks that are identified. Current estimates of water system

unaccounted losses range from 11-13% of total production, which are attributed to pipe breaks, pipe leakage, and flushing programs. Whenever pipe leaks are identified and repaired, the District documents and keeps a record of the pipe material, condition, and location to identify areas of higher failure probability, which are used in developing and updating the pipe replacement programs. Two pipe replacement projects are planned for 2021 to improve fire flows and reduce leakage.

9.1.6. Water Conservation Program Coordination and Staffing Support

The TODB has designated a staff member to be responsible for coordinating water conservation program management, tracking, planning, and reporting on the DMM implementation. The designated water conservation coordinator is the Water and Wastewater Manager. The water conservation coordinator works with other staff, customers, and stakeholders to implement the water conservation program.

9.1.7. Other Demand Management Measures

As a result of the water metering project, individual customer usage can now be tracked. The installation of meters allows the District and customers to view their usage and to receive an alert if unusually high usage due to leaks, etc. is detected at their service connection thereby reducing the loss of water due to unknown circumstances.

9.2. Implementation over the Past Five Years

9.2.1. Water Waste Prevention Ordinances

On July 6, 2016, the TODB enacted Drought Regulation Ordinance No. 2016-27 which amended Ordinance No. 25 Establishing Emergency Drought Regulations. The amended ordinance enacts waste prohibition, declares a water shortage emergency and assesses fines for repeat offenders, see **Appendix F**.

9.2.2. Metering

Meters of all service connections was completed in 2018.

9.2.3. Conservation Pricing

A water rate study was completed in 2020 and the next rate study is scheduled for 2025.

9.2.4. Public Education and Outreach

Upon request of the customers, the TODB conducts a free home water use audit to assist with identifying potential water saving items. Results are entered into the customer file.

The TODB continues to update customers on water conservation activities and improve targeted messaging via the TODB website and the other forms discussed above.

9.2.5. Programs to Assess and Manage Distribution System Real Loss

The District monitors areas of high leak frequency and updates the pipe replacement program as warranted by leak frequency and cause. The TODB performs an annual water audit of the system.

9.2.6. Water Conservation Program Coordination and Staffing Support

The water conservation coordinator works with other staff, customers and stakeholders to implement the water conservation program.

9.2.7. Other Demand Management Measures

District staff routinely patrol the service area. If staff notice water runoff from private property, the owner is approached to help correct the problem. This reduces excessive water use, particularly during the high demand periods in the summer.

9.3. Planned Implementation to Achieve Water Use Targets

9.3.1. Water Waste Prevention Ordinances

During a water shortage emergency, waste prohibitions are declared by the Board of Directors and administered, implemented, and enforced by the General Manager. Water savings would be assessed during a water shortage emergency based on tracking total production and individual metered accounts. Implementing prohibitions will save water from 0-50% when the prohibitions are enforced during a water shortage emergency.

9.3.2. Metering

The TODB successfully completed installation of meters for all customers in 2018 and installs meters on all new service connections.

9.3.3. Conservation Pricing

The 2016 rate study assumed an average monthly residential use of 15 ccf. The 2020 rate study indicated the average monthly residential water use based on billing records is 13 ccf. The next rate study will occur in 2025.

9.3.4. Public Education and Outreach

The TODB will hold workshops with local school administrators and teachers to develop grade-appropriate material.

9.3.5. Programs to Assess and Manage Distribution System Real Loss

The District monitors areas of high leak frequency and updates the pipe replacement program as warranted by leak frequency and cause. The District will continue to perform annual water audits.

9.3.6. Water Conservation Program Coordination and Staffing Support

The water conservation coordinator works with other staff, customers and stakeholders to implement the water conservation program.

9.3.7. Other Demand Management Measures

The District will continue to informally patrol the service area to find and address water runoff from private property to reduce unnecessary water use, particularly during the summer months.

The District is also relying on water use related regulations to maintain per capita use in the future below its 2020 water use target with some examples listed below.

1. **The Water Conservation in Landscaping Act** (AB 1881, approved September 28, 2006, updated last in 2015) – This legislation mandates the adoption of a water conservation landscape ordinance with specific provisions for landscape design, construction, and maintenance of public and private developments (with landscapes greater than 2,500 sq. ft.) for the purpose of conserving water with an allowable landscape water budget parameter of 0.55 ETo (translates to inches of water applied).
2. **2008 California Green Building Standards Code** (California Building Standards Code, Title 24, adopted July, 2008, last updated in 2016) – These changes to the California Building Code include adoption of mandatory water conservation measures for residential and non-residential development, requiring the use of water conservation building practices, including but not limited to, low-flow rate plumbing fixtures (to achieve a 20% reduction of indoor water use), and moisture sensing irrigation controllers.
3. **Property Transfers: Replacement of Plumbing Fixtures** (SB 407, adopted October 12, 2009) – This legislation requires that all existing commercial, residential and multi-family buildings in California built before 1994 be retrofitted to meet high efficiency water use standards by January 1, 2017 or 2019, depending on the type of structure. Encourages plumbing fixture conversion through time-of-sale regulation.
4. **Water Loss Control: Annual Validated Audits/Performance Standards** (SB 555, adopted in 2015) – This legislation requires that all existing urban water suppliers conduct annual

distribution system water audits, validate annual audits, and develop performance standards to reduce water losses as a result of providing water to customers.

5. **Urban Water Use Targets: Residential, CII, Water Loss Control and Additional Per Capita Water Use Targets beyond 2020** (Water Conservation Legislation, AB 1668/SB 606, adopted in 2018) – This legislation requires the development of new water use standards for indoor and outdoor residential water uses, CII irrigation water use, and water loss for existing urban water suppliers. Once these new standards are adopted urban water suppliers will need to plan their DMMs carefully to ensure compliance in a timely manner.

9.4. Water Use Objectives (Future Requirements)

The California Water Code requires that urban water suppliers (UWS) develop new water use objectives that are based on specific standards for certain water use sectors. These water use objectives will not be developed until 2023, and the first report will require information on what DMMs water agencies will implement to meet their water management objectives. The District will consider aligning its conservation management actions with the changing urban water use trends observed since 2005 in order to consider these potential future requirements.

Table 9-1 below are the water use objectives the District is tracking and evaluating for incorporation into its long term water use efficiency program. Some of these activities will be implemented when State actions and policy updates are adopted by DWR and/or the SWRCB. Until then the District will prepare for future requirements and stay updated on new water use objectives for urban water suppliers (UWS) to address in their long-term water use efficiency programs.

Table 9-1. Overview of Future Water Use Objectives
Subject To Review and Approval By DWR/SWRCB

Water Use Objective	Objective Criteria	Action
Water Loss Control	Performance Standards for UWS by SWRCB	Complying With SB 555 provisions and developing programs to reduce District total water losses
Residential Indoor Water Use	Consider reducing indoor standard from 55 to 50 gpcd by 2030	District working to encourage customer older plumbing fixture and appliance conversions to current Green Code Standards
Residential Outdoor Water Use	Consider reducing outdoor use based on water budget approach	District converting irrigation uses to non-potable sources and implemented conservation-oriented rate structure
CII Water Uses	Consider standards for CII users	District evaluating CII uses and possible measures pending updated State policy
GPCD Water Use Targets	Consider additional targets beyond 20x2020 criteria	District planning to meet current water use target reliably and will re-assess pending updated State policy
Implement Smart Metering System	AMI or equivalent metering system deployment	District is working on the implementation of its AMI Metering System Upgrade Project with 2025 delivery

The District will be prepared to address additional water use objectives based on State policy updates and resource management objectives.

CHAPTER 10.
PLAN ADOPTION, SUBMITTAL, AND IMPLEMENTATION

10.1. Inclusion of All 2020 Data

This 2020 UWMP has been completed utilizing all data available through the end of the 2019/2020 fiscal year.

10.2. Notice of Public Hearing

The water districts, cities, and counties listed in **Table 10-1** were sent a 60-day notice of the TODB's intent to update its UWMP in 2020. Additionally, these entities were sent a notice of public hearing for comment. The public notice was made in local newspapers and on the TODB's website. Copies of the UWMP and WSCP public notices are included in **Appendix G**.

The public hearing was used to discuss the present and proposed future measures, programs, and policies in this 2020 UWMP to help achieve the water use reductions and present the per-capita water use goals.

10.3. Public Hearing and Adoption

For this 2020 UWMP, the TODB will notify applicable agencies listed in **Table 10-1**, at least 60 days in advance, that a public hearing will be held to review and consider any changes to the draft 2020 UWMP. The TODB intends to adopt this 2020 UWMP following the public hearing. The final 2020 UWMP will include a copy of the Public Hearing and Board resolution in **Appendix H** (to be included after the public hearing and adoption).

The public hearing will be used to discuss the present and proposed future measures, programs, and policies in the UWMP to help achieve the water use reductions and present the per-capita water use reduction goal.

Once the 2020 UWMP is adopted, the UWMP will be implemented. In general, the implementation of the elements of this UWMP involve continued water supply monitoring (groundwater levels and quality), monitoring of water demand, enacting water shortage contingency plans when necessary, in response to water shortages, and implementing water conservation and tracking demand reduction through the strategies and schedules described for DMMs.

Through the same process, the District held a public hearing to receive comments on the draft WSCP on March 3, 2021. No comments were received prior to or at the public hearing. Following the public hearing the District adopted the WSCP. The adoption resolution is included in **Appendix H.**

Table 10-1 Retail: Notification to Cities and Counties		
City Name	60 Day Notice	Notice of Public Hearing
City of Brentwood		X
Contra Costa Water District		X
East Contra Costa Irrigation District		X
Diablo Water District		X
General Public	X	X
County Name	60 Day Notice	Notice of Public Hearing
Contra Costa County		X

10.4. Plan Submittal

10.4.1. Submitting a UWMP to DWR

This 2020 UWMP, within 30 days of adoption by the TODB, will be submitted to DWR for review and determination if it addresses the requirements of the CWC.

10.4.2. Electronic Data Submittal

This 2020 UWMP will be submitted to DWR via the Water Use Efficiency (WUE) data online submittal tool.

10.4.3. Submitting a UWMP to the California State Library

This 2020 UWMP will be submitted to the California State Library via CD or mail within 30 days of adoption by the TODB and approval by DWR. The address of the California State Library is:

California State Library
Government Publications Section
P.O. Box 942837
Sacramento, CA 94237-0001
Attention: Coordinator, Urban Water Management Plans

10.4.4. Submitting a UWMP to Cities and Counties

The District provides water only to the TODB. No other cities or counties receive water from the District. This 2020 UWMP will be available for download to any interested parties at the TODB's website.

10.5. Public Availability

The UWMP and the WSCP will be made available for viewing by the public on the TODB's website. Additionally, hard copies will be available in the District's office for public viewing during normal business hours.

10.6. Amending an Adopted UWMP

If the TODB determines that this 2020 UWMP needs to be amended, all steps for notification, public hearings, adoption, and submittal outlined in Chapter 10 will be followed.

CHAPTER 11.
LIMITATIONS

Luhdorff & Scalmanini, Consulting Engineers (LSCE) prepared this document solely for the TODB in accordance with professional standards at the time the services were performed and in accordance with the contract between the TODB and LSCE dated June 1, 2020. This document is governed by the specific scope of work authorized by the TODB; it is not intended to be relied upon by any other party except for regulatory authorities contemplated by the scope of work. We have relied on information or instructions provided by the TODB and other parties and, unless otherwise expressly indicated, have made no independent investigation as to the validity, completeness, or accuracy of such information.

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT

RESOLUTION 2021-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ADOPTING THE URBAN WATER MANAGEMENT PLAN

WHEREAS, the Town of Discovery Bay Community Services District is a public agency in the state of California; and

WHEREAS, Pursuant to the Urban Water Management Plan Act and California Water Code Sections §10610-10656 and §10608 ("Act"), each urban water supplier that provides over 3,000 acre-feet of water annually, or serves more than 3,000 urban connections is required to prepare and adopt an Urban Water Management Plan; and

WHEREAS, the Town of Discovery Bay produces 3,000 acre-feet of water annually, and serves more than 3,000 urban connections and is therefore subject to the Act; and

WHEREAS, the California Department of Water Resources ("DWR") requires an Urban Water Management Plan ("UWMP") every 5 years; and

WHEREAS, the 2015 UWMP was previously completed; and

WHEREAS, the engineering firm of Luhdorff and Scalmanini Consulting Engineers ("LSCE") has completed a draft 2020 UWMP to be consistent with DWR requirements and those requirements identified in the Act; and

WHEREAS, Contra Costa County was notified by letter dated February 1, 2021, that a public hearing to adopt the draft 2020 UWMP will be held at least 60 days from the date of the letter; and

WHEREAS, a Notice of Public Hearing to adopt the draft 2020 UWMP on June 2, 2021 was published in the East County Times on May 17, 2021 and May 24, 2021, and that the draft 2020 UWMP was available for public inspection and review online at the Town of Discovery Bay's website; and

WHEREAS, no written comments concerning the draft 2020 UWMP were received by the Town of Discovery Bay; and

WHEREAS, on June 2, 2021 the Board of Directors of the Town of Discovery Bay conducted a regular meeting to receive and consider public comments on the draft 2020 UWMP, and no substantial changes were made as a result of the public discussion;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the Board of Directors of the Town of Discovery Bay adopts the 2020 UWMP as drafted by LSCE.

SECTION 2. That the 2020 UWMP is made a part of this Resolution.

SECTION 3. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 2nd DAY OF JUNE, 2021

_____
Bryan Gutow
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on June 2, 2021 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Michael R. Davies
Board Secretary

Notice of Public Hearing

NOTICE IS HERBY GIVEN that the Town of Discovery Bay Community Services District will hold a public hearing on June 2, 2021, at 7:00 P.M in the Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay, California. The purpose of this public hearing is to consider a Resolution of the Board of Directors of the Discovery Bay Community Services District approving the Urban Water Management Plan for submittal to the California Department of Water Resources as prepared by Staff and Luhdorff and Scalmanini, Consulting Engineers.

The draft Urban Water Management Plan is available for public inspection and review as of May 18, 2021 at www.todb.ca.gov.

Written comments should be submitted to the Discovery Bay Community Services District to the attention of the General Manger Michael Davies, no later than June 1, 2021, at 1800 Willow Lake Road Discovery Bay, CA 94505. During the hearing, oral comments may be limited to a reasonable length of time to allow all attendees to be heard. At the conclusion of the hearing, Discovery Bay Community Services District may decide to adopt the Urban Water Management Plan.

ECT# 6575356 May 17, 24, 2021

TODB Urban Water Master Plan Agency Notification

Byron Bethany Irrigation District
East Contra Costa Irrigation
City of Brentwood - Public Works
Diablo Water District
Contra Costa County

TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance

PLATINUM LEVEL

President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Michael Callahan • Director – Carolyn Graham

February 1, 2021

John Kopchik, Director
Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Subject: Town of Discovery Bay Community Services District's 2020 Urban Water Management Plant

Dear Mr. Kopchik:

This letter is to notify you that the Town of Discovery Bay Community Services District (the District) is in the process of updating its Urban Water Management Plan (UWMP). In accordance with California Water Code, the District is required to update and adopt an UWMP and submit a completed plan to Department of Water Resources every five years.

Per the California Water Code, a public hearing will be held at least 60 days after the date of this letter to adopt the 2020 UWMP. A presentation of the Draft UWMP is tentatively scheduled for April 7, 2021 and a public hearing to review and adopt the UWMP is tentatively scheduled for May 5, 2021. The presentation and public hearing will both be held during a regular meeting for the Board of Directors, located at the Discovery Bay Community Center on 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505. The 2020 UWMP will be available for review on the District's website at www.todb.ca.gov at least 14 calendar days prior to the public hearing.

If you have any questions or if you would like additional information, please contact Justin Shobe via e-mail at jshobe@lsce.com, or by phone at (530) 661-0109.

Sincerely,

Michael R. Davies,
General Manager

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 2, 2021

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

Agenda Title:

Discussion and Possible Action to Approve Car Show Event in Cornell Park on June 26, 2021.

Recommended Action

Approve the Discovery Bay Community Foundations' car show event in Cornell Park on June 26, 2021 subject to the "Conditions of Approval" required by town staff.

Executive Summary

The Discovery Bay Community Foundation ("DBCF") is requesting to rent Cornell Park for the purpose of having a car show on June 26, 2021. Jim Mattison, event organizer, has agreed to the following "Conditions of Approval:"

1. Event is subject to any and all County Health Orders in effect at the time and date of the event. This must be posted on any event fliers or advertisements. Signage of Health Order requirements must be posted at the event.
2. Notice of event be delivered to residents bordering the park no later than Friday, May 28, 2021.
3. Event set up time 6:00am to 9:00am. Event Time 10:00am to 3:00pm. Clean-up completed by 5:00pm.
4. Staggered arrival times for participants to minimize street queuing.
5. Porta Potties and handwashing stations (including at least one disabled). Minimum 4 units. Locate in front of north restrooms. South restrooms posted for closure and reference porta potties at north side of park.
6. Provide site map to community center prior to event. Arrival/Departure route & parking for attendees and participants. Handicap parking section must be provided.
7. No vehicle parking, pedestrians, assemblage, or property items on the baseball infield area at any time.
8. Amplified sound permissible only between 10:00am and 3:00pm.
9. Cones marking irrigation or other items in the park shall not be removed or relocated.
10. No vehicle driving or parking on cement pathways.
11. DBCF responsible for garbage and site cleanup immediately following the event.
12. Only DBCF on-site sales of alcohol are authorized at the event. Must have copy of ABC permit provided to Community Center prior to event.
13. All food sales require a copy of the County Health Permit provided to the Community Center prior to the event.
14. Contra Costa County Sheriff's Office must be notified of event at least one week prior to the event.
15. Provide General Liability Insurance for $1,000,000 naming Town of Discovery Bay as Certificate Holder, Additional Insured and include the Additional Insured endorsement. Must be provided to Community Center prior to event.
16. First aid kits and fire extinguishers (minimum of two each) are required to be on site from 6:00am to 5:00pm.
17. Must at all times follow the directions and instructions of Town staff.
18. Participate in a post event "After Action" meeting with Town staff.

FEES and COSTS:

1. Cornell Park Rental — Total $165.00
   a. Baseball Field $50.00
   b. Soccer Field $35.00
   c. Picnic Area $80.00

2. Town Labor Pre/Post event. 4 hrs x $40.88 — Total $163.52

3. Dumpster Fee (Refundable to actual cost)	Total $400.00
4. Refundable Damage Deposit	Total $1,500.00
TOTAL FEES AND COST AT TIME OF APPROVAL:	**$2,228.52**

End of report.

Attachments

1. Car Show Neighborhood Notice
2. Car Show Lay Out

AGENDA ITEM: G-2

DISCOVERY BAY COMMUNITY FOUNDATION

Car Show Information

Subject to COVID-19 County Health Restrictions in effect at the date and time of the event, the Discovery Bay Community Foundation would like to host a car show on June 26th at Cornell Park. Approval of this event is being considered by the Town of Discovery Bay Board of Directors at their June 2, 2021 Board Meeting at 7:00 PM.

To limit noise and congestion the car show will be held at the north end of the park adjacent to the baseball field entering by way of Discovery Bay Blvd to mitigate traffic on Willow Lake Rd. Event parking will be on the Cornell Park grounds to discourage street parking.

Show times will be from 10:00 AM-3:00 PM and we anticipate 250 amazing cars from the 30's to the newest cars of today. We will be having vendors and food tucks and this event is of course open to the public.

For more information feel free to email Jim Mattison at:

jim@dbcf.info

Looking forward to seeing everyone at the car show.


Enter Show Here
Portapotty's
DJ
Participants
Greg Davis
Memorial Park
Guest Parking

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 2, 2021

Prepared By: Gregory Harris, District Wastewater Engineer
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action to approve and adopt the Environmental Mitigation Monitoring Plan (EMMP) prepared by Advisian for the Diffuser Repair Project.

Recommended Action

To Approve Resolution 2021-09 Adopting the Environmental Mitigation Monitoring Plan (EMMP) prepared by Advisian for the Diffuser Repair Project.

Executive Summary

The Town's wastewater effluent leaving Treatment Plant No. 2 is pumped approximately one mile to Old River where it is discharged through diffusers with multiple diffuser ports to mix the effluent into Old River. The diffuser was constructed in December 2004 to comply with previous Notice of Violation by the Regional Water Quality Control Board.

A diver was hired to inspect the diffuser in 2013. The inspection report indicated several of the diffuser ports are missing and a portion of the diffuser has become plugged and no longer operates properly. During startup of the filtration project, testing of the effluent pump station showed the pump station can no longer pump 4 million gallons per day (MGD) of flow to Old River. 4.3 MGD is the design flow of the pump station and was demonstrated when the pump station was tested in 2004 after the diffuser install. The capacity of the effluent filtration and UV system is 4 MGD and the effluent pump station needs to be able to pump at least that much flow for the plant to properly handle peak wastewater flows. The most likely cause of the poor performance of the export pump station is the plugged diffuser.

Based on this information, the Town previously hired Advisian to prepare a report on options and costs to repair the diffuser. This report was completed in June 2018. From this report, Option 4 to repair the diffuser in place with a larger header pipe was selected as the best alternative going forward by Town Staff. The Town set a CIP item 7012 at a budget cost of $500,000 for the permits, engineering, and construction of the diffuser repairs.

In August 2019, the Town again hired Advisian to prepare environmental reports and CEQA documents for the repair of the diffuser system. The documents have been completed and filed with the appropriate agencies, including the Army Corps of Engineers, State Fish and Wildlife, State Lands Commission, and Contra Costa County. The Environmental Mitigation Monitoring Plan (EMMP) prepared by Advisian must be adopted by the Town Board and sent to the State Clearinghouse project data base along with the resolution by the Town signifying adoption.

Action must be taken at the Town June 2, 2021 Board meeting because the project approval is on the Agenda at the State Lands Commission for their June 29 Board meeting. The EMMP must be adopted by the Town prior to their agenda packets going out for their meeting.

Previous Relevant Board Actions for This Item

Authorization for construction of outfall diffuser in 2004,
Authorization to hire Advisian to prepare a diffuser report October 2017.
Authorization to hire Advisian to prepare the permits for the diffuser December 5, 2018.

Authorization to hire Advisian to prepare CEQA Documents for the diffuser August 21, 2019.

Fiscal Impact: none.
Amount Requested: NA
Sufficient Budgeted Funds Available?: NA
Prog/Fund # Category: NA

Attachment

Environmental Mitigation Monitoring Plan (EMMP) Town of Discovery Bay Diffuser Outfall Repair Project, May 2021.
Resolution 2021-09

AGENDA ITEM: G-3

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT

RESOLUTION 2021-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ADOPTING THE DIFFUSER ENVIRONMENTAL MONITORING AND MITIGATION PLAN (EMMP)

WHEREAS, the Town of Discovery Bay Community Services District is a public agency in the state of California; and

WHEREAS, the Town is in need to repair its outfall diffuser that conveys wastewater into Old River; and

WHEREAS, the Town hired Advisian to prepare all environmental documents for the construction of needed repairs to the outfall diffuser; and

WHEREAS, Advisian has prepared an Environmental Monitoring and Mitigation Plan (EMMP) dated May 2021 that has been approved by other permitting agencies and is ready for adoption by the Twon Board of Directors; and

WHEREAS, Adoption of the Environmental Monitoring and Mitigation Plan (EMMP) by the Town Board is a requirement under the California Environmental Quality Act and other permitting agencies;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the Board of Directors of the Town of Discovery Bay adopts the Diffuser Environmental Monitoring and Mitigation Plan (EMMP) and that this EMMP shall apply to all construction activities related to the Diffuser repair project.

SECTION 2. That the Diffuser Environmental Monitoring and Mitigation Plan (EMMP) is made a part of this Resolution.

SECTION 3. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 2nd DAY OF JUNE, 2021

_____
Bryan Gutow
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on June 2, 2021 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Michael R. Davies
Board Secretary

Environmental Monitoring and Mitigation Plan (EMMP)

Town of Discovery Bay
Diffuser Outfall Repair Project

Prepared for:

Town of Discovery Bay, California

May 2021

Prepared by:
Advisian Worley Group
2330 E Bidwell Street, Ste. 120
Folsom, CA 95630 USA

TABLE OF CONTENTS

A. Abbreviations

ADA	Americans with Disabilities Act
AQMD	Air Quality Management District
BMP	Best Management Practices
BSA	Biological Study Area
BRR	Biological Resources Report
CCR	California Code of Regulations
CEQA	California Environmental Quality Act
CDFG	California Department of Fish and Game (now CDFW)
CDFW	California Department of Fish and Wildlife (formerly CDFG)
CDPR	California Department of Parks and Recreation
CNDDB	California Natural Diversity Database (maintained by CDFW)
CNPS	California Native Plant Society
EIR	Environmental Impact Report
FEMA	Federal Emergency Management Agency
IS	Initial Study
MND	Mitigated Negative Declaration
NPDES	National Pollutant Discharge Elimination System
NP	Natural Preserve
PRC	Public Resources Code
RWQCB	Regional Water Quality Control Board
SWPPP	Storm Water Pollution Prevention Plan
City	Town of Discovery Bay
USACE	United States Army Corp of Engineers

CHAPTER 1 - INTRODUCTION

1.1 CEQA REQUIREMENTS

1.1.1 Program Objectives

The California Environmental Quality Act (CEQA) requires that when a public agency completes an environmental document that includes measures to comply with, monitor, mitigate, or avoid significant environmental effects, the public agency must adopt an Environmental Monitoring and Mitigation Plan (EMMP) for the changes to the project that it has adopted or made a condition of project approval in order to mitigate or avoid significant effects on the environment. The appropriate reporting or monitoring plan must be designed to ensure compliance during project implementation (Public Resources Code Section 21081.6).

The Town of Discovery Bay (Town) would coordinate monitoring of the implementation of all mitigation measures for the project with the Town of Discovery Bay (City). Monitoring will include: 1) verification that each mitigation measure has been implemented; 2) recordation of the actions taken to implement each mitigation measure; and 3) retention of records in the project file.

The objectives of the EMMP for the Proposed Project include the following:

- To provide assurance and documentation that mitigation measures are implemented as planned
- To collect analytical data to assist Town administration in its determination of the effectiveness of the adopted mitigation measures
- To report periodically regarding project compliance with mitigation measures, performance standards and/or other conditions
- To make available to the public, upon request, the Town record of compliance with project mitigation measures

1.1.2 Lead Agency

The lead agency is the public agency with primary approval authority over the proposed project. In accordance with CEQA Guidelines §15051(b)(1), "the lead agency will normally be an agency with general governmental powers, such as a city or county, rather than an agency with a single or limited purpose." The lead agency for the proposed project is the Town. The contact person for the lead agency is:

Aaron Goldsworthy, Water and Wastewater Manager
Town of Discovery Bay
1800 Willow Lake Road
Discovery Bay, CA 94505-9376
(925) 634-1131
agoldsworthy@todb.ca.gov

1.1.3 Project Description

The existing Wastewater Treatment Facility consists of two adjacent Plants: 1 and 2. Plant 1 is in the southeast corner of the Town of Discovery Bay, north of Highway 4. Surrounding the plant are single-family homes and a golf course to the north and west, the Contra Costa County Reclamation District 800 drainage canal to the east (across which is open agricultural land), and Highway 4 to the south (across which is more open agricultural land). The site is nearly flat, between 5 and 10 feet below sea level. Plant 1 consists of a bar screen, a comminutor, an oxidation ditch, two secondary clarifiers, and an emergency storage lagoon. The original wastewater capacity of Plant 1 was 1.2 million gallons per day (mgd), but modifications in the late 1980's increased its capacity to 1.3 mgd, sufficient to serve 3,979 housing units. The treated effluent from the plant is discharged to the Reclamation District 800 drainage canal, from which it is pumped into Old River. The current project proposed no changes for Plant 1.

Plant 2 is located diagonally across Highway 4 from Plant 1. Highway 4 forms the north boundary of the site, separating it from open agricultural land. The Reclamation District 800 drainage canal forms the west and south boundary of the Plant 2 site, separating it from open agricultural land. There is open agricultural land to the east of the plant. The site is nearly flat at about 10 feet below sea level. Plant 2 consists of an oxidation ditch, secondary clarifier with lift station, pump station, ultraviolet disinfection system, modified flow splitter box and two sludge lagoons. The combined capacity of the two plants is a total of 2.1 mgd at full operational capacity.

Treated effluent from the plant is pumped to existing outfall facility and diffuser, comprised of a multi-port diffuser system. This current facility conveys the discharge to a 14-inch diameter force main that is buried in a trench to the outfall system, with effluent pumped into Old River through a penetration at the Old River levee, extending approximately 100 feet out from the levee into a trench along the bottom of the Old River channel. The pipeline terminates in a diffuser (an energy dissipation structure to prevent erosion) consisting of short vertical pipes to release the treated water into Old River.

Per the Outfall Assessment (Worley Assessment) Conclusions and Recommendation, the following analyses include:

- Sections of the diffuser appear to be damaged, either partially operating (downstream end of the 10-in. segment) or non-operating (6-in. segment). Based on the 2017 underwater survey prepared by Bishop Diving & Salvage (2017), the 6-in. segment of the diffuser is non-operational with no flow observed in any of its ports. Also, per the underwater survey the 10-in. segment appears to have weak flow at the downstream end. The CCTV camera inspection completed by Subtronic Corporation indicated that a blockage was present at the downstream end of the 10-in. segment, verifying the flow observations made by the underwater survey.

- The hydraulic assessment completed for the Town's sanitary system (from the lift station to the outfall) indicated that the current system is operating with higher head loss compared to its original design. Therefore, the lift station has to deliver a higher pumping head to convey flow through the system. The results showed that to deliver a flow of 3.11 MGPD the lift station required a pumping head of 19.9 psi, while under normal conditions the expected pumping head should be of approximately 15 psi. The higher-pressure head required is a result of additional losses encountered by flow being channeled through a lower number of diffusers which increases the jet velocity and the loss at each Tideflex valve. These observed increased head losses are in agreement with 2017 results of the underwater and the CCTV camera inspection (2017).

- To improve the overall system performance, the existing diffuser should be repaired or upgraded.

1.1.4 Project Location

The project sanitary outfall is located in eastern Contra Costa County, California approximately 60 miles from San Francisco, in a section of the Old River flanked by earthen levees. The site is located adjacent to the west levee (left riverbank) and south of the Contra Costa Water District (CCWD) Los Vaqueros Pump Station (Figures 1 and 2). Based on the Kleinfelder Inc. geotechnical report (2004), the Old River at the site location has the following tidal water-level fluctuations and information:

100-year Flood Elevation – 7.5 feet (ft.)

Mean High Water Elevation – 2.4 ft.

Mean Higher High-Water Elevation – 3.5 ft.

Mean Lower Low Water Elevation – -0.5 ft.

Extreme Low Water Elevation – -2.0 ft.

Flow velocity – 3 to 4 ft./s

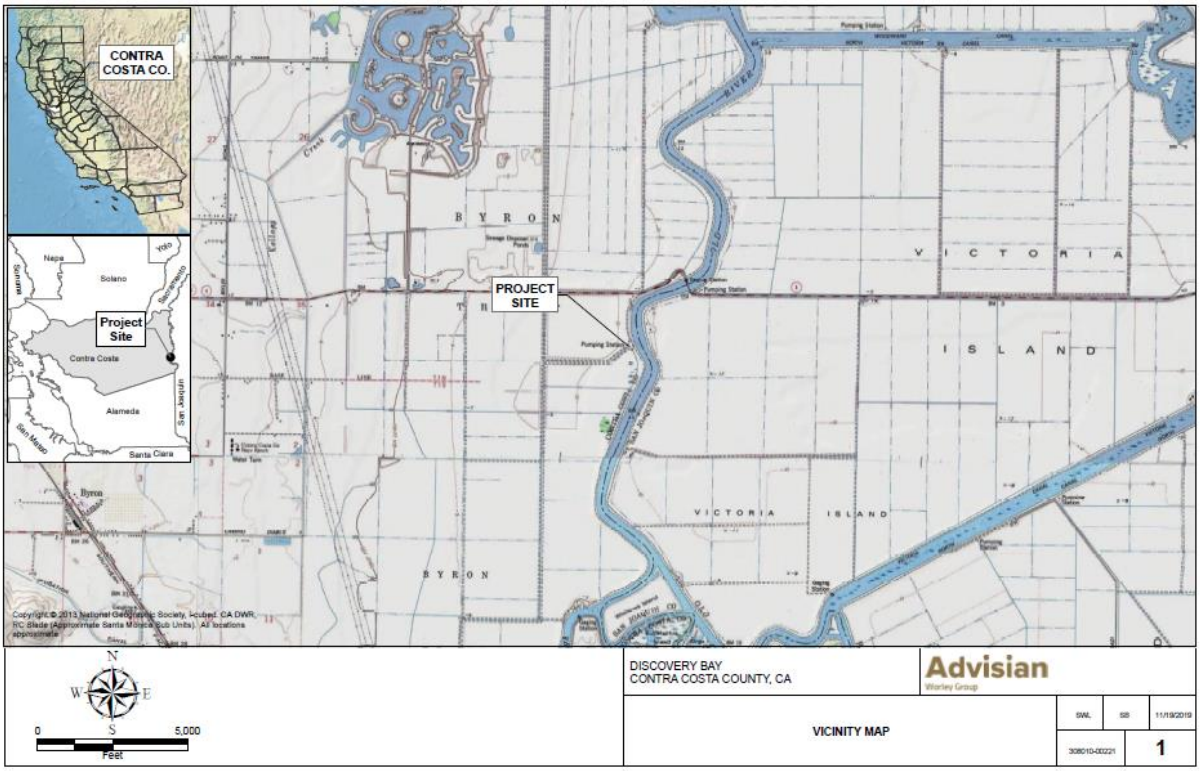

Figure 1 – Vicinity Map

Figure 2 – Site Map

1.1.5 CEQA Analysis Discussion and Findings

As discussed in the ISMND Section II, Agricultural, the project site is almost completely in fallow agricultural use, providing minimal habitat for species of concern. Section IV, Biological Resources, also indicates the lack of sensitive species on the project site and directs the discussion of mitigation measures for potential loss of sensitive-species habitat. Section V, Cultural Resources, indicates there are no known cultural resources on the site and directs the discussion to mitigation measures to be implemented in the event such resources are discovered at the site, during excavation activity. Section XI, noise indicates no nearby sensitive receptors and directs to the discussion of mitigation measures for noise effects during the construction period.

Based on the findings of this Initial Study, the proposed project would not degrade the quality of the environment, reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threated to eliminate a plan or animal community, or reduce the number or restrict the range of a rare, or threatened or endangered plant or animal. No examples of California history or prehistory are known to exist at the project site. As a result of the analysis in the present Initial Study and available project data, the proposed project would have a less-than-significant impact on these resources. No important examples of California history or prehistory will be eliminated as a result of the project.

Based on the ISMND and supporting environmental analysis provided, the proposed project would result in less-than-significant impacts to the following resources or issues: aesthetics, agricultural resources, air quality, biological resources, cultural resources, geology and soils, hazards and hazardous materials, hydrology and water quality, land use and planning, mineral resources, noise,

population and housing, public services, recreation, transportation/traffic, and utilities and service systems

1.1.6 Regulatory Overview

The proposed replacement outfall diffuser is necessary to comply with the RWCCB5 Water Discharge Requirements Order No. R5-2003-0067 and NPDES Permit No. CA0078590.

Construction of the proposed outfall replacement will comply with the NPDES General Permit for Storm Water Discharges Associated with Construction Activities (Order No 2009-0009DWQ). The Clean Water Act prohibits the discharging of pollutants through a point source into a water of the United States without a National Pollutant Discharge Elimination System (NPDES) permit.

Central Valley Regional Water Quality Control Board issued a Clean Water Act Section 401 Technically Conditioned Water Quality Certification (WDID#5B07CR00225).

California Fish and Wildlife will issue a Lake and Streambed Alteration Agreement (LSA) for the construction of the outfall.

The potential for the project to affect ESA-protected anadromous fish species was initiated in an 18 December 2020 Section ESA – Initiation Package for Endangered Species Act Consultation prepared by Advisian on behalf of the Town and submitted to the United States Army Corps of Engineers (USACE). The fish species include: The Endangered Sacramento River winter-run Chinook salmon, and three Threatened species, including: Central Valley spring-run Chinook salmon, California Central Valley steelhead, and southern distinct population segment of North American green sturgeon. This Section 7 Consultation report was provided to the USACE on 18 December 2020, and comments were received from the USACE on 21 April 2021. The Section 7 Initiation Package with clarifications from Advisian and the USACE was reviewed by the National Marine Fisheries Service, West Coast Region, and in a letter of 7 May, 2021, indicated that the proposed project as presented including the designated construction schedule would be unlikely to adversely affect these fish species or designated critical habitat.

Note: the September 15-November construction window mostly avoids these species movements through Old River.

1.1.7 Organization of the Monitoring and Mitigation Program

The following describes the various sections of the MMRP:

Introduction - Provides an overview of CEQA's monitoring and reporting requirements, program objectives, the project for which the program has been prepared, and the manner in which the mitigation monitoring program has been organized.

EMMP - Describes the entities responsible for implementation of the monitoring and mitigation plan, the plan scope, procedures for monitoring and reporting, public availability of documents, the process for making changes to the program, types of mitigation measures, compliance actions and the manner in which monitoring will be coordinated to ensure implementation of mitigation measures.

Mitigation Monitoring and Reporting Summary - Outlines the impacts and avoidance actions, mitigation measures, responsible entities, and the timing for monitoring and reporting for each

mitigation measure included in the plan. A form for actual use by the Facilities, Planning & Development office and/or its assigned agents will be constructed from this information for each responsible entity.

These action items are detailed in two sections within Chapter 3: Section 3.1 MONITORING AND MITIGATION MEASURES (Table 3.1) and Section 3.2 APPLICANT PROPOSED MEASURES (Table 3.2). Table 3.1 encompasses the measures outlined in the ISMND and Table 3.2 encompasses additional measures recommended by regulatory agencies and project team members during the planning and design phases of the project.

Report Preparation - Lists the individuals involved in development of this EMMP.

CHAPTER 2 - DESCRIPTION OF PLAN

2.1 MONITORING AND MITIGATION PROCEDURES

This EMMP delegates responsibilities for monitoring the project, and also allows responsible entities flexibility and discretion in determining how best to monitor implementation. Monitoring procedures will vary according to the type of mitigation measure. The timing for monitoring and reporting is described in the monitoring and reporting summary table included as part of this program (see Chapter 3). Adequate monitoring consists of demonstrating that monitoring procedures took place and that mitigation measures were implemented.

In order to enhance the effectiveness of the monitoring program, Town will utilize existing systems where appropriate. For instance, with any major construction project, the administration generally has at least one inspector assigned to monitor project construction. These inspectors are familiar with a broad range of regulatory issues and will provide first-line oversight for much of the monitoring program.

Additional compliance, monitoring, mitigation or management personnel to provide expert guidance, reporting or implementation will be assigned as appropriate to meet the mitigation requirements outlined in Chapter 3.

Responsibilities of Town include identification of typical mitigation measure-related issues such as noisy equipment, dust, safety problems, and accelerated erosion/drainage. Any problems are generally corrected through directions to the contractors, or through other appropriate, established mechanisms. Internal reporting procedures are already in place to document any problems and to address broader implementation issues.

2.1.1 Reporting Procedures

The City is be responsible for monitoring and implementing the mitigation measures included in this monitoring plan.

Reporting consists of establishing a record that a mitigation measure is being implemented, and generally involves the following steps:

- The City distributes reporting forms to the appropriate company office (as indicated in the summary form) or employs the office's existing reporting process for verification of compliance.

- Responsible entities verify compliance by signing the monitoring and reporting form and/or documenting compliance using their own internal procedures when monitoring is triggered.

- Responsible entities provide the City with verification that monitoring has been conducted and ensure, as applicable, that mitigation measures have been implemented.

- The City prepares construction activities' reports during the construction phase and incorporates project reports, as appropriate, into the periodic reports summarizing all City mitigation monitoring efforts.

The reporting forms prepared by the City would document the implementation status of mitigation measures of the project. The progress reports describe the monitoring status of all project mitigation measures. Project reporting forms and periodic status reports will be available at the City.

The City would also be responsible for assisting their contractor with reporting responsibilities to ensure that they understand their charge and complete their reporting procedures accurately and on schedule.

2.1.2 Public Availability

All monitoring reporting forms, summaries, data sheets, and correction instructions related to the EMMP, would be available for public review upon request at the City during normal business hours.

2.1.3 Program Changes

If minor changes are required to the EMMP, they would be made in accordance with CEQA and would be permitted after further review by the City. Such changes could include reassignment of monitoring and reporting responsibilities and/or redesign to make any appropriate improvements. No change would be permitted unless the mitigation monitoring and reporting plan continues to satisfy the requirements of Public Resources Code Section 21081.6.

2.1.4 Types of Mitigation and Compliance Being Monitored

The Initial Study/Mitigated Negative Declaration for the Town of Discovery Bay Outfall Diffuser Upgrade Project is a “project specific” evaluation as defined in the CEQA Guidelines.

The Initial Study/Mitigated Negative Declaration recommends thirty project-specific mitigation measures to reduce impacts related to air quality, biological resources, and cultural resources during construction, and four additional Applicant Proposed Measures. Compliance with these mitigation measures will be accomplished through administrative controls over project planning and implementation, in this case, through incorporation of specific construction methods, and verification of construction in accordance with these special provisions. Monitoring would be accomplished as described previously under “Reporting Procedures” through verification and certification by personnel.

In general, implementation of the EMMP will require the following actions:

- Appropriate mitigation measures would be included in construction documents.
- Departments with reporting responsibilities would review the Initial Study/Mitigated Negative Declaration, which provides general background information on the reasons for including specified mitigation measures.
- Problems or exceptions to compliance would be addressed by Town as appropriate.
- Periodic meetings may be held during project implementation to report on compliance with mitigation measures.

CHAPTER 3 – EMMP OUTLINE TABLES

3.1 MONITORING AND MITIGATION MEASURES

Mitigation Measure	Responsible Entity	Monitoring Triggers*	Monitoring Entity*	Compliance Action	Verification of Compliance		
					Initials	Date	Comments
AIR QUALITY							
AQ BMP-1: Standard construction protocols for dust control during construction and demolition shall be implemented. These protocols shall be included within the Storm Water Plan. The State's Representative and/or State Natural Resources Specialist will periodically inspect the work area to ensure that construction-related activities do not generate excessive amounts of dust or cause other related air quality disturbances.	TOWN	3	City	Start of Construction Activities and Any Disturbance			
AQ BM-2: Idling of vehicles shall be minimized to the maximum extent practicable.	Town	2, 3	City	Start of Construction Activities and All Machinery Operations			

AQ BMP-3: All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.	TOWN	2, 3	City	During Construction Activities and Disturbance			
AQ BMP-4: All haul trucks transporting soil, sand, or other loose material off-site shall be covered	TOWN	2, 3	City	During Construction Activities and All Machinery Operations			
AQ BMP-5: All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.	TOWN	2, 3	City	During Construction Activities, Disturbance and All Machinery Operations			
AQ BMP-6: All vehicle speeds on unpaved roads shall be limited to 15 mph.	TOWN	2, 3	City	During Construction Activities, Disturbance and All Machinery Operations			
AQ BMP-7: All construction equipment shall be maintained and properly tuned in accordance with manufacturer‘s specifications. All equipment shall be checked by a certified visible emissions evaluator.	TOWN	2, 3	City	During Construction Activities, Disturbance and All Machinery Operations			

AQ BMP-8: Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.	TOWN	2, 3	City AQMD	During Construction Activities, Disturbance and All Machinery Operations			
BIOLOGICAL RESOURCES							
BIO-1: Birds: To reduce the potential for the project to negatively affect sensitive bird species, the following mitigation measures shall be implemented as part of the project: **Burrowing Owls** – Burrowing owls have occurred in the southwestern part of the project site (Notification of Lake or Streambed Alteration for the Town of Discovery Bay 2004). Thus, the potential for burrowing owls to occur near the site remains. However, maintenance operations to control weeds through disking and mowing have reduced the potential for burrows to occur on the project site, and this species has not recently been observed by treatment-plant maintenance personnel (Sadler 2019). If burrowing owls are not observed within 150 meters of the construction area, no mitigation measures are required.	TOWN	2	City	Start of Construction Activities and Any Disturbance			

Conversely, if owls are observed within this area, the following measures, as specified by the CDFG (2012), shall be followed: - All occupied burrows should be avoided, and disturbance should not occur within 50 meters (160 feet) during the non-breeding season (September 1 through January 31) or within 200 meters (655 feet) during the breeding season (February 1 through August 31). **Horned Lark** – Maintenance activities, including disking and mowing, that have reduced vegetation stature on the site thereby reducing the potential for horned larks to nest in the vicinity of the proposed project site. Moreover, if no vegetation removal would occur as part of the project, and especially during the nesting period (February 1 through August 31), then no effects would be anticipated. Because of the lack of nesting habitat and the lack of vegetation removal by the project, impacts from the proposed project to horned larks would be less-than-significant.							
BIO-2: Western Pond Turtle – No appreciable changes in water levels from the discharge of treated water into Old River is anticipated and no effects would be expected to western pond turtle use of the area and no mitigation measures are required.	TOWN	2	City	Start of Construction Activities and Any Disturbance			

Pond turtles would be more likely to use slowly moving water at the river's edge and areas on the banks for basking. Turtles could wander into construction areas, which could place them at risk. Mitigation measures to reduce potential impacts from construction include: • Open trenches shall be inspected prior to the start of work each day to ensure that no turtles have entered into the construction zone. Any turtles in such areas, including trenches, shall be removed and placed in the closest body of water. • Prior to the start of work each day at the diffuser structure, the rip-rap shall be inspected to ensure that no turtles are present. Any turtles occurring in this area shall be relocated 100 feet downstream of the construction area.							
BIO-3: Fish – Construction of the proposed project has potential to cause direct impacts to Delta smelt, longfin smelt, and Sacramento splittail. Work to remove the old diffuser pipe and install a new diffuser could affect Delta smelt and Sacramento splittail as they move though the area, and the longfin smelt spawning in areas of rip-rap along the banks. Delta smelt spawning habitats also occur in the area of the proposed project, but this	TOWN	2	City	Start of Construction Activities and Any Disturbance			

species has not been reported for the area (Moore 2003). Mitigation measures to reduce impacts to these three-fish species to less-than-significant include restricting construction work to September through October reduce the potential for sedimentation to affect fish movements and especially longfin smelt spawning that may occur while removing the old diffuser and in the vicinity of trenching to place the new diffuser. Construction outside of this time period could be considered a significant impact but constricting the trenching work to the shortest period possible (e.g., two to three weeks) would help reduce the potential for sediment to negatively affect spawning, including egg maturation and juvenile survival.							
BIO–4: Open Trenches - Any open trenches, pits, or holes with a depth larger than one (1) foot shall be covered at the conclusion of work each day with a hard, non-heat conductive material (e.g., plywood). No netting, canvas, or material capable of trapping or ensnaring wildlife shall be used to cover open trenches. If use of a hard cover is not feasible, multiple wildlife escape ramps shall be installed, constructed of wood or	TOWN	2, 3	City	Start of Any In-Water Construction Activities and Disturbance			

installed as an earthen slope, in each open trench, hole, or pit that is capable of allowing large (e.g., deer) and small (e.g., snakes) wildlife to escape on their own accord. Prior to the initiation of construction each day and prior to the covering of the trench at the conclusion of work each day, the Designated Biologist or Qualified Biological Monitor shall inspect the open trench, pit, or whole for wildlife. If wildlife is discovered, it shall be allowed to leave. If wildlife does not leave, and the animal is a State-listed species, consultation is required before work can be initiated.							
BIO-5: Open Pipes Restriction - All pipes, culverts, hoses, or similar structures that are stored at the construction site, vertically or horizontally, for one or more overnight periods shall be securely capped, screened, or filled with material on both ends prior to storage and thoroughly inspected for wildlife by the Qualified Biological Monitor, in consultation with the Designated Biologist, prior to use. Only the Designated Biologist shall relocate special status species wildlife, if necessary. All hollow pipes or posts installed as part of the Project and exposed to the environment shall be capped,	TOWN	2, 3	City	Materials storage, During Construction Activity			

	screened, or filled with material by Permittee prior to the end of the workday in which installation occurs.							
CULTURAL RESOURCES								
CR-1:	Cease Construction Work Upon the Discovery of Historic or Archaeological Resources: Evaluate Resources Before Continuing Construction If potential historic or archaeological resources are discovered during construction, all work should be suspended in the immediate vicinity (within approximately 50 feet) with the objective to avoid altering the material and their context pending a site investigation by a qualified archaeological or cultural resources consultant who should be retained by the project sponsor. Construction work shall not commence again until an opportunity is provided to examine the findings, assess their significance and provide proposals for any additional exploratory measures deemed necessary for further evaluation of and/or mitigation of adverse impacts to any potential historical resources or unique archaeological resources that have been encountered. If the finding is determined to be an historic or unique	TOWN	2	City	Start of Construction Activities and Any Disturbance			

archaeological resource, and if avoidance would not be feasible, the archaeological or cultural resources consultant shall prepare a plan for the methodical excavation of the site and resources that would be adversely affected. The plan shall be designed to result in the extraction of sufficient volumes of non-redundant archaeological data to address important regional research considerations. The work shall be performed by the archaeological or cultural resources consultant and shall result in detailed technical reports. Such reports will be submitted to Contra Costa County, the Town of Discovery Bay, and the California Historic Resources Regional Information Center. Construction in the vicinity of the find shall be accomplished in accordance with current professional standards. The project sponsor shall assure that project personnel are informed that law prohibits collecting significant historic or unique archaeological resources discovered during development of the project. Prehistoric or Native American resources can include chert or obsidian flakes, projectile points, mortars, and pestles; and dark friable soils containing shell and bone dietary debris, heat-affected rock, or human burials.							

Historic resources can include nails, bottles, or other items occurring in refuse deposits.							
CR-2: Cease Work upon the Discovery of Human Remains: Evaluate Remains before Continuing Construction. In the event of discovery or recognition of any human remains on the project site, the contractor shall contact Contra Costa County Coroner, pursuant to Section 7050.5(b) of the California Health and Safety Code. In this event, there shall be no further excavation or disturbance of the site or any nearby areas reasonably suspected to overlie adjacent remains until the coroner determines the origin of such remains. The coroner, upon recognizing the remains as being of Native American origin, shall contact the Native American Commission within 24 hours of the coroner being notified. No further disturbance of the site may occur except as authorized by the coroner. The Commission has various powers and duties to provide for the ultimate disposition of any Native American remains, including the designation of a Native American Most Likely Descendant. Sections 5097.98 and 5097.99 of the Public Resources Code also call for the	TOWN	2	City	Start of Construction Activities and Any Disturbance			

protection of Native American human remains and skeletal remains from vandalism and inadvertent destruction. To achieve this goal, construction personnel on the project shall be instructed as to both potential for discovery of cultural or human remains, and the need for proper and timely reporting of such finds, and the consequences of failure to do so.							
GEOLOGY AND SOILS							
GEO-1: Erosion Control **A.** Prior to the start of construction, Contractor will prepare a Storm Water Plan for CDPR approval that identifies the BMPs to be used in all construction areas to reduce or eliminate the discharge of soil, surface water runoff, and pollutants during all excavation, grading, or trenching. **B.** BMPs must be in place at all times including covering (tarping) any stockpiled materials or soils and by constructing silt fences, straw-bale barriers, fiber rolls, or other structures around stockpiles and disturbed areas.	TOWN	2	City	Start of Construction Activities and Any Disturbance Incorporate into SWPPP			
HAZARDS AND HAZARDOUS MATERIALS							

HAZ-1: Hazardous Material Spills A. Prior to the start of construction, the contractor shall clean all equipment before entering the project site. Equipment shall be cleaned and repaired (other than emergency repairs) outside the project site boundaries. All contaminated water, sludge, spill residue, or other hazardous compounds shall be contained and disposed of outside the boundaries of the site, at a lawfully permitted or authorized destination. B. Prior to the start of construction, the contractor shall inspect all equipment for leaks and regularly inspect thereafter until equipment is removed from the project site. C. Prior to the start of construction, the designated contractor shall prepare a Spill Prevention and Response Plan (SPRP) to provide protection to on-site workers, the public, and the environment from accidental leaks or spills of vehicle fluids or other potential contaminants. This plan shall include (but not be limited to): 1. A map with both primary and secondary containment areas with a listing of BMPs to be used to prevent the accidental release of fluid materials, including concrete.	TOWN	1, 2	City	Start of Construction Activities and Any Disturbance			

2. A map that delineates construction staging areas, where refueling, lubrication, and maintenance of equipment will occur. 3. A list of items required in a spill kit on-site that will be maintained throughout the life of the project.							
HAZ-2: Fire Safety A. Prior to the start of construction, the Project Contractor shall develop an approved Fire Safety Plan. The plan will include the emergency calling procedures for the Local Fire Department. B. Spark arrestors or turbo chargers (which eliminate sparks in exhaust) and fire extinguishers will be required for all heavy equipment. C. Cutting of vegetation within the staging area and the use a ground barrier covered with leveling fill will keep construction vehicles away from flammable material, such as dry grass or brush.	TOWN	1	City	Start of Construction Activities and Any Disturbance			

HAZ-3: Worker Safety Require construction personal to have appropriate training in compliance with 29 CFR, §§1910, et seq. (Occupational Safety and Health Standards), 1926 et seq (Safety and Health Regulations for Construction) and 8 CCR § 5192 (Hazardous Waste Operations and Emergency Response) to protect workers.	TOWN	2	City	Pre-Construction Training			
HYDROLOGY AND WATER QUALITY							
WQ-1: Prior to the start of work, the contractor shall develop a Storm Water Plan that identifies BMPs to be used in all construction areas to reduce or eliminate the discharge of soil, surface water runoff, and pollutants during all ground disturbing activities.	TOWN	1, 2	City	Design, Pre-construction Planning Prior to Construction			
WQ-2: The project shall comply with all applicable water quality standards as specified in the Central Valley RWQCB Water Quality Control Plan (Valley Plan).	TOWN	2, 3, 4, 5	Central Valley Regional Water Quality Control Board (CVRWQCB)	Design, Pre-construction Planning, Construction and Operations			

WQ-3: For construction activities that extend into the rainy season or if an unseasonal storm is anticipated, the contractor shall cover (i.e., tarp) any stockpiled materials or soil and install silt fences, straw bale barriers, fiber rolls, or other structures around stockpiles and areas of ground disturbance as may be required.	TOWN	3	City	During Construction Activities During/Prior to Rain Events			
WQ-4: Signage related to the presence of a potential inundation zone will be installed pursuant to the County of Contra Costa and Town of Discovery Bay Signage Policy, including an applicable Tsunami Evacuation Route. Such measures are intended to reduce the potential impacts resulting from a mudflow or tsunami event.	TOWN	1, 2	City	Pre-Construction Signage, Construction Monitoring			
WQ-5: Hydraulic Dredge Operation. The hydraulic dredge shall be operated so that the intake is at or below the surface of the material being removed. The hydraulic dredge intake may be a raised a maximum of three (3) feet above the river bottom for brief periods for the purpose of purging or flushing of the intake system.	TOWN		City	During Construction Activities			
NOISE							
NO-1: All work will be performed between the hours of 7 a.m. and 7 p.m. Monday through	TOWN	1, 2, 3	City	Design, Pre-construction Planning,			

Saturday. Additional implementation of BMPs will include the following procedures, to be incorporated into the construction documents and to be implemented by the project contractor: • Comply with noise and vibration control measures identified in the Contra Costa County Special Plan • Maximize the physical separation between noise generators and noise receptors. • Select quiet construction equipment whenever possible, particularly air compressors. • Prohibit unnecessary idling of internal combustion engines for near sensitive receptors. • Select routes for movement of construction-related vehicles and equipment in conjunction with Contra Costa County such that noise-sensitive areas, including residences, hotels and outdoor recreation areas are avoided as much as possible. • Transportation of heavy equipment and trucks				Construction Activities and Coordinator			

shall be limited to weekdays between the hours of 7a.m. and 7p.m. Designate a noise coordinator who will be responsible for responding to complaints about noise during construction. Post the telephone number as well as the construction schedule in a conspicuous place at the construction site.							
NO-2: Construction activities shall be limited to daylight hours, Monday through Friday between 7:00 AM and 7:00 PM. Weekend or holiday work could be implemented to address emergencies or unforeseen circumstances impacting construction.	TOWN	3	City	During Construction Activities			
NO-3: Internal combustion engines used for any purpose at the job site shall be equipped with a muffler of a type recommended by the manufacturer. Equipment and trucks used for construction shall utilize noise control techniques (e.g., engine enclosures, acoustically attenuating shields, or shrouds, intake silencers, ducts, etc.).	TOWN	3	City	All Construction Activities, Vehicle Access and Operation			
NO-4: Noise monitoring will be conducted, and sound-absorbing barriers will be installed local to the loader as needed (for an estimated additional 5 dBA attenuation).	TOWN	3	City	All Construction Activities Exhibiting Noise			

NO-5: Noise generated from demolition or construction activities shall be limited to avoid seasons of peak visitation, and time periods when sensitive wildlife species may be significantly impacted.	TOWN	3	City	All Construction Activities Exhibiting Noise			
TRANSPORTATION/TRAFFIC							
TR-1: Construction equipment and employee parking will be confined to the construction staging area identified in Figure 3 so as not to traffic and to maintain site control.	TOWN	3	City	All Construction Activities and Vehicle/Machinery Use			

B. Table 3.1

3.2 APPLICANT PROPOSED MEASURES

Mitigation Measure	Responsible Entity	Monitoring Triggers	Monitoring Entity	Compliance Action	Verification of Compliance		
					Initials	Date	Comments
BIOLOGICAL RESOURCES							
BIO-5: In-water work window September 15, 2021 to November 1, 2021 to avoid to the extent possible fish migration-movements through the project site.	TOWN	2,3	City	Start of Construction Activities and Any Disturbance			
CULTURAL RESOURCES							

Mitigation Measure	Responsible Entity	Monitoring Triggers	Monitoring Entity	Compliance Action	Verification of Compliance		
					Initials	Date	Comments
CR-3: Properly Trained Native American Monitor to be present on-site at disturbance activity. Project Compliance Manager may qualify under authorization of TE.	TOWN	1, 2, 3	NAHC/TE	During Disruptive Surveying or Earth Movement Activities			
HAZARDS AND HAZARDOUS MATERIALS							
HAZ-3: Worker Safety Require construction personal to have appropriate training in compliance with 29 CFR, §§1910, et seq. (Occupational Safety and Health Standards), 1926 et seq (Safety and Health Regulations for Construction) and 8 CCR § 5192 (Hazardous Waste Operations and Emergency Response) to protect workers.	TOWN	2	City	Pre-Construction Training			
WEATHER AND CLIMATE							
WC-1: Minimization and Avoidance Measures • The in-water work window of September 15 to November 1 minimizes impacts to listed fish species by reducing the potential for fish to be present during construction activities. • Best Management Practices (BMPs) to reduce turbidity, siltation, sedimentation runoff, and erosion will be implemented	TOWN	1,2,3	NOAA	All Construction Activities and Disturbance and Vehicle/Machinery Use Incorporate into SWPPP			

Mitigation Measure	Responsible Entity	Monitoring Triggers	Monitoring Entity	Compliance Action	Verification of Compliance		
					Initials	Date	Comments
and remain in place at all times, including covering any stockpiled materials or soils and by constructing silt fences, straw bale barriers, fiber rolls, or other structures around stockpiles and disturbed areas. Prior to the start of work, the contractor will develop a Storm Water Plan that identifies BMPs to be used in the construction area. • If an unseasonal storm is anticipated, the contractor will cover (i.e., tarp) any stockpiled materials or soil and install silt fences, straw bale barriers, fiber rolls, or other structures around areas of ground disturbance. • No monofilament or other non-biodegradable materials will be used, and employed. BMP materials will be removed as soon as construction activities are complete. • During pipe removal and installation, the contractor will use a suction dredge to remove existing fill material covering the outfall diffuser pipe. The hydraulic suction dredge will be operated so that the intake is at or below the surface of the material being removed. • During dredging activity, the suction dredge may stir up fine particles. A secondary suction device will be							

Mitigation Measure	Responsible Entity	Monitoring Triggers	Monitoring Entity	Compliance Action	Verification of Compliance		
					Initials	Date	Comments
employed by a second diver to capture the suspended particles mobilized by the dredge. The secondary suction device will further minimize turbidity in the water column as the dredge operates. • Turbidity will be maintained at levels below a 10 percent increase averaged over a 24- hour sampling period. The contractor will continuously monitor turbidity during dredging at two stations, located at mid-river in the channel approximately 80 feet upstream and 300 feet downstream from the dredge site. The monitoring station attendants will be in touch with the dive crew via radio and will notify the dredge operator if turbidity levels approach the 10 percent increase over 24-hour-averaging limit. If the monitor station attendant observes an increase at or above 10 percent over 24 hours, work will cease until the turbidity level returns to baseline.							

C. Table 3.2

3.3.1 Monitoring Triggers*

1 Planning Stage (schematic design and design development)
2 Pre-Construction
3 Construction
4 Commencement of Operation
5 On-going through Project Operations

3.3.2 Responsible Entity

California Department of Fish and Game	(CDFG)
Town of Discovery Bay	(City)
California State Lands Commission	(CSLC)
Native American Heritage Commission	(NAHC)
Central Valley Regional Water Quality Control Board	(CVRWQCB)
United States Army Corp of Engineers	(USACE)
National Oceanic and Atmospheric Administration	(NOAA)
Tribal Entity	(TE)
Air Quality Management District	(AQMD)

4.1 REPORT CITATIONS

Bishop Diving & Salvage. 2017. Outfall inspection. Letter addressed to Mr. Virgil Koehne, Town of Discovery Bay. December 22, 2017.

Kleinfelder, Inc. 2004. Preliminary Geotechnical Services Report, Discovery Bay Outfall Diffuser in Contra Costa County, California.

Moore, D.S. 2003. Draft biological resources assessment for the wastewater treatment plant expansion project. Discovery Bay, California.

Notification of Lake or Streambed Alteration for the Town of Discovery Bay. 2004. Notification No. 1600-2004-0047-04.

Sadler, Berney. Plant Manager, Discovery Bay Wastewater Treatment Plant. Personal communication with Len Marino, Advisian. September 27, 2019.

5.1 REPORT PREPARATION

This EMMP was prepared for the Town of Discovery Bay, Public Works Division by Advisian Worley Group, Inc. The following individuals participated in the report preparation.

Advisian Worley Group, Inc.

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Town of Discovery Bay

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Aaron Goldsworthy, Water and Wastewater Manager

Gregory Harris, Town Engineer

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 3, 2021

Prepared By: Bill Engelman, Parks and Landscape Manager and Monica Gallo, Recreation Programs Supervisor
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action Regarding Prop 68 Per Capita Grant Project Selection.

Recommended Action

Approve the project list in ranking order and authorize the General Manager to sign all forms associated with the application.

Executive Summary

The Town of Discovery Bay is entitled to apply for approximately $187,441.00 of grant funds through California State ParksProp 68 Per Capita Program for park improvement projects. Projects must be capital outlay for recreational purposes and not used to supplement existing expenditures. This grant requires the District to match twenty percent (20%) of the total project cost. Using in-house labor will contribute to this 20% match.

At the Parks and Recreation Committee meeting held on May 5, 2021, Staff reported that Cornell Park would benefit the most from this grant as it is the Town's oldest park and in need of many upgrades. Staff brought a top 5 suggestions list to the Parks and Recreation Committee. Staff was given guidance to bring forward the following projects in the ranking order below to the entire board.

Cornell Park – Staff Recommendation and Parks and Recreation Committee Recommendation:

1. Basketball court overlay, benches, and new basketball hoops
2. Replacement of Barbeque area to include tables, prep table, and refurbish grass area
3. Uniform benches, trash and recycle receptacles throughout the park

The application package deadline is December 31, 2021. If all three items listed above exceed the allotted funds available, Staff will move forward with the projects in ranking order.

It is Staff's recommendation to move forward with the Cornell Park projects listed above and authorize the General Manager to sign all forms associated with the application.

Previous Relevant Board Actions for This Item

Attachments

AGENDA ITEM: G-4

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

June 2, 2021

Prepared By: Julie Carter, Finance Manager
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Fiscal Year 2021-22 Proposed DRAFT Operating, Capital and Revenue Budgets.

Recommended Action

Discuss and Receive Input, Comments and Direction to the Proposed Fiscal Year 2021-22 DRAFT Operating, Capital and Revenue Budgets.

Executive Summary

The preparation of the Proposed DRAFT Fiscal Year 2021-22 Operating, Capital and Revenue Budgets has been ongoing for the past few months. The Board of Directors reviewed the preliminary spending plans and revenue estimates at the May 20, 2021 Board Meeting.

For this coming fiscal year, the budget document continues to reflect the two-year forecast as in previous budget cycles. Staff determined that the two-year budget process is extremely beneficial for longer term planning for the Town. While the Board is presented with a two-year budget, only the upcoming fiscal year budget will be adopted.

The next step in the process is the Public Hearing on June 16, 2021, at the conclusion on the Public Hearing, the Board will vote to Adopt the Budget.

Fiscal Impact:

Amount Requested
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Presentation of the Preliminary Budget May 20, 2021

Attachments
Fiscal Year 2021-22 **Proposed DRAFT** Operating, Capital and Revenue Budgets**.**

AGENDA ITEM: G-5

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

Town of Discovery Bay Community Services District
Fiscal Year 2021-2022 Proposed Budget

Table of Contents

Discovery Bay at a Glance

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 15,000 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. 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 an 18-hole championship golf course. There are four (4) gated communities, Clipper Estates, The Country Club, Lakeshore and The Lakes.

Town of Discovery Bay Community Services District "District" is approximately 9 square miles and was formed in 1998 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 District 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

District Form of Government

California's Independent Special Districts are legislatively authorized under 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 census report states the total population in Discovery Bay to be 15,277 people.

Water Services

The Town of Discovery Bay CSD owns and maintains over fifty (50) 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 six (6) water production wells that are located throughout the District and are capable of producing seven 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 900 million gallons per year, which equates to an average daily demand of 2.5 million gallons per day.

Wastewater Services

The District provides wastewater collection, treatment, and distribution services to approximately 6,000 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 (2) plants are interconnected and are dependent upon each other for various functions.

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 1.2 million gallons of wastewater per day. The wastewater treatment plants currently include an influent pump station, influent screening, and secondary treatment facilities using oxidation ditches, sand filters, and ultraviolet (UV) disinfection before discharging the treated water into Old River.

The water and wastewater facilities are operated and maintained by Veolia North America. Under a multi-year agreement with the District.

Parks and Landscaping Services

The District maintains all the public parks and landscaped areas in Discovery Bay. Every budget year, the Board of Directors establishes priorities to improve the landscape areas of Discovery Bay. The landscape areas in Discovery Bay are broken down into five (5) landscape zones. Two (2) of those zones are owned by the District, with the remaining three (3) 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 Discovery Bay entrance from 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 the 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 (2) 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 significant portion of Bixler Road, Point of Timber Road, the Park & Ride lot, a part 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 Community Center opened its doors to the public on January 2, 2014. The Community Center offers a wide variety of programs for all ages and will continue to develop programming that will stimulate, educate and enrich the lives of people within Discovery Bay, and that is complemented by a system of parks, recreation areas and other facilities aimed to encourage recreational and leisure time activities.

Board of Directors

The Town of Discovery Bay is a California independent Community Services District (CSD) and is governed by a five-member Board of Directors. Directors are publicly elected and serve four-year staggered terms.

The Town of Discovery Bay is responsible for water, sewer, landscaping, parks and recreation. While the District does not have the jurisdiction or authority over land use, zoning, law enforcement or fire protection services, the District does advise the County on decisions that affect Discovery Bay. The District's General Manager is tasked to carry out the policy decisions of the Board and oversee the day-to-day operations of the Town of Discovery Bay.

Kevin Graves, Ashley Porter, Bryon Gutow, Carolyn Graham, Michael Callahan

Board Position and Term

President Bryon Gutow	12/2018 to 12/2022
Vice-President Kevin Graves	12/2018 to 12/2022
Director Ashley Porter	10/2020 to 12/2022*
Director Carolyn Graham	12/2020 to 12/2024
Director Michael Callahan	12/2020 to 12/2024

*Director Porter was appointed in October 2020 to complete the remainder of Director Leete's term, Director Leete resigned effective September 2020

Message from the General Manager

The Town of Discovery Bay is not a city; rather we are a type of local government known as a Community Services District, or "CSD." In unincorporated areas such as Discovery Bay, basic services like water, sewer, law enforcement and fire protection are usually provided by the County. Because counties often consist of large and diverse geographical areas, providing a consistent and adequate service level across all areas can be difficult. Consequently, the Community Services District Law (Government Code §61000 61850) was created to provide an alternate method of providing services in unincorporated areas. In most cases, and due to the scope of their requirements, counties cannot provide tailored services to any one community. This leaves residents with little if any local control over services and no easy way to address problems or complaints. A CSD provides a method of offering local control on essential local services.

The Town of Discovery Bay Community Services District provides domestic water supply, treatment, and delivery, as well as wastewater collection, treatment, and disposal to the approximately 15,000 residents and businesses that call Discovery Bay home. We are also responsible for park maintenance and landscaping on many of our boulevards, streets, and roads.

The COVID-19 pandemic created the suspension of many Town activities during 2020 and the first half of 2021; however, we are optimistic that during this FY21/22 budget year we will again see our Community Center and parks become a recreational hub with pickleball, tennis, swimming, dog park, Zumba, soccer, and many other year-round activities for all ages. Besides a lazy afternoon fishing off your dock, taking a turn at the end of the tow rope, or hitting the links, there's a lot to do in Discovery Bay!

Discovery Bay is a great place to not only "Live Where You Play," but it is also a great place to do business. The Discovery Bay Chamber of Commerce hosts monthly business "mixers" at different locations around town to show off the local business community. Check the Chamber's website at www.discoverybaychamber.org for additional information on their many community activities.

From the standpoint of your local government, the CSD operates the water and wastewater utilities on a combined operating and capital budget of $16.6 million for the Fiscal Year 2021-22 . The Capital Improvement Program are projects that continue to address the long-term capital needs of the District. A robust capital replacement fund represents an ongoing structural element of long-term financial sustainability.

As Discovery Bay continues to mature, I can assure you that the Board of Directors and the entire staff are working diligently to provide a comfortable place where residents can live, work and play and where we can enjoy the many qualities of life we all like in a small town. Please join us at one of our Board of Directors' meetings that are held the first and third Wednesday of the month at 7:00 p.m. Each meeting agenda is posted on the Town's website: www.todb.ca.gov. The District Office can be reached during normal business hours at (925) 634-1131 or visit the main office at 1800 Willow Lake Road, Discovery Bay CA 94505. Remember to Like us on Facebook!

Sincerely,

Michael R. Davies, General Manager

Finance Services Department

The Town of Discovery Bay CSD Finance Services Department operates under the Board of Directors who are the policy-making body of the District. The General Manager serves as the administrative head of the District. The Finance program operates a governmental accounting, reporting, and records maintenance system that provides financial information to management. This program controls and monitors the receipt and disbursement of public funds in compliance with statutory requirements and professional accounting standards. The Finance Services Department also has the responsibility for coordinating all external auditing functions.

The finance function is responsible for the continuing development of financial accounting software and implementation of new technology to increase efficiency in accounting processes and to improve both internal and external reporting. This program also oversees the implementation of any new accounting pronouncements by the Governmental Accounting Standards Board (GASB).

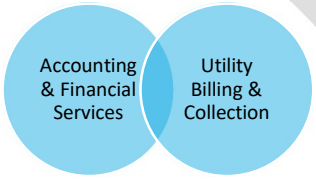
The payroll function of this program processes payroll for all District employees including interfacing with the District's payroll service provider to assure compliance with all regulatory requirements, laws and District policies pertaining to payroll.

Key Achievements

- ✓ Timely completion of annual audits with unqualified (clean) audit findings
- ✓ Structurally balanced budget
- ✓ Sufficient Reserves

Goals

- ➢ Ensure expenditures are consistent with adopted policies
- ➢ Move towards paperless documentation. Continue implementation and updating technologies to increase efficiencies to ensure accurate reporting
- ➢ Move Town treasury services from Contra Costa County
- ➢ Develop and execute financing plan for upcoming Water and Wastewater Projects



Water & Wastewater Services Department

WATER

This Program provides water production, treatment and distribution to over 6,000 homes and businesses. Specifically, the Water Program includes information necessary for the Board of Directors to establish priorities and make well-informed decisions concerning the Town's water systems. The Water Quality program is responsible for the enforcement of regional water quality regulations. Response procedures have been developed to react to citizen water quality complaints and to pursue water misuse observed in the field. The program also assists with the development of water quality educational materials and outreach.

The Water Utility function maintains and operates automated water meters for the District's 6,000+ water accounts. The technology transmits hourly water consumption data to our billing system by a wireless network. This reliable and frequent water usage information allows customers to monitor use and detect leaks. The Eye on Water portal https://eyeonwater.com/signup is a tool for account holders to monitor daily water usage data and learn ways to conserve.

WASTEWATER

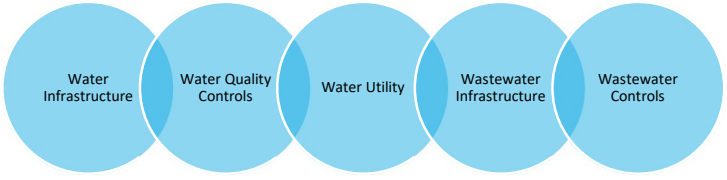
The Town of Discovery Bay Wastewater Program provides for the collection, conveyance, treatment, and discharge of treated effluent. Specifically, the Wastewater Program includes information necessary for the Board of Directors to establish priorities and make well-informed decisions regarding the Town's wastewater matters. In general, the wastewater program supports and directs the wastewater contractor, enabling them to carry out day-to-day operations, services and planning efforts. This program negotiates, administers, implements, and approves contracts for the provision of municipal services.

Key Achievements

- ✓ Edgeview Pipeline Replacement
- ✓ Design for denitrification completed
- ✓ Completed Willow/Laguna Underwater Crossing Replacement

Goals

- ✓ Complete construction of the Denitrification upgrade
- ✓ Complete design for Outfall Diffuser



Lighting and Landscaping Services Department

The Parks and Landscaping Program provides for the planning, maintenance and capital needs of the parks and landscaping network in Discovery Bay. Specifically, the Parks and Landscaping Program includes information necessary for the Board of Directors to establish priorities and make well-informed decisions concerning Town parks and landscaping matters. This program offers a comprehensive maintenance and rehabilitation program for five (5) parks and the streetscapes inside Discovery Bay. The maintenance and rehabilitation program includes repair and maintenance of the parks within Zones 8, 9, 35, 57, 61 and the Park and Ride. This program conducts preventative maintenance on streetscapes, which includes design and planting and ensuring proper drainage. This program maintains and replaces plants and trees to provide health, vitality and visual appeal as well as manage annual inventory lists to project funding and scheduling of future repairs, projects, and replacement.

Key Achievements

- ✓ Front entrance enhancement
- ✓ Poe Drive enhancements
- ✓ New play structure installed at Ravenswood Park
- ✓ Discovery Bay Blvd enhancements
- ✓ Submitted Prop 68 Competitive Grant Application

Goals

- ➢ Dryscaping Discovery Bay Blvd medians
- ➢ Clipper Drive enhancements
- ➢ Complete Prop 68 'Per Capita" Grant – Cornell Park Upgrades
- ➢ Dryscaping Zone 57 parking area landscapes

Recreation Services Department

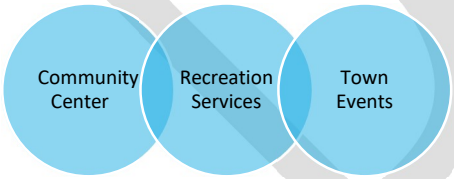
Recreation Services provides community-based and age-appropriate recreational programming. The Discovery Bay Community Center acts as the hub for these activities and is complimented by a network of parks, fields and other recreational and educational venues.

Key Achievements

- ✓ Partnered with local Pickleball Club to convert 2 tennis courts to 6 pickleball courts
- ✓ Community Pool and adjacent structure rehabilitation completed
- ✓ Purchased and installed new windscreens on all tennis and pickleball courts at Community Center
- ✓ Reopened new and improved dog park with updated amenities
- ✓ Activity Guide distributed digitally resulting in annual savings
- ✓ Resurfaced 3 tennis courts and painted 1 tennis court

Goals

- ➢ Rebuilding community recreational programming stalled by COVID-19 shutdowns, update safety protocols as required
- ➢ Examine current special interest recreational opportunities offered and look for new and creative ways to expand current offerings
- ➢ Continue the development and expansion of community relationships with local groups and organizations such as the Discovery Bay Lions Club, Discovery Bay Pickleball Club, Discovery Bay Chamber of Commerce, and the Contra Costa Sheriff's Office in expanding community-wide programming and special events at the Discovery Bay Community Center
- ➢ Expand community programming to include aquatic programs and further expand community use of the pool



District Consultants

General Counsel

Law Office of Neumiller & Beardslee

The District's General Counsel provides legal advice and training to the Board of Directors, General Manager and Department Heads. The General Counsel investigates and defends claims against the District and resolves them as directed by the Board of Directors. At the direction of the Board of Director's General Counsel may initiate litigation to enforce the District's rights or to protect the public health, safety or welfare. The General Counsel also drafts and approves the form of contracts and other legal documents, including ordinances, resolutions and legal notices.

http://neumiller.com/

Luhdorff & Scalmanini Consulting Engineers (Water)

Luhdorff & Scalmanini, Consulting Engineers (LSCE) is a recognized leader in groundwater resources investigation, planning, development, use, protection, and management. LSCE's multi-disciplinary staff of engineers, geologists, hydrologists, and hydrogeologists apply scientific methods and develop forward-thinking engineering solutions to today's complex water resource problems.

http://lsce.com/

Herwit Engineering (Wastewater)

HERWIT ENGINEERING plans and designs water and wastewater treatment plants and pump stations of all sizes with a specialty in mechanically intensive systems. HERWIT provides services for all elements necessary to develop projects from ground zero through operations and completion of construction. These services include: overall project management, initial site assessment and selection, management of the California Environmental Quality Act (CEQA) permitting, negotiation and preparation of National Pollution Discharge Elimination System (NPDES) discharge permits, preparing Army Corps of Engineers permits, Department of Fish and Game stream bed alteration permits, development of pre-design reports and preliminary cost estimates, final design of all mechanical, electrical and civil facilities, bidding support services, construction management, engineering support services during construction, and startup and operations assistance.

http://herwit.com

District Mission, Vision, Goals & Values

The Town of Discovery Bay Board of Directors has adopted its Mission, Vision, Goals, and Values.

These ideals serve as an important guide as the Town of Discovery Bay conducts its day-to-day business and interacts with the public.

MISSION

Provide effective and fiscally responsible municipal services in a manner which promotes a high standard of community life with a focus on the environment and the Delta in partnership with the community.

VISION

Maintain a full service and sustainable community

Grow in harmony with the environment and the Delta

Ensure assets and facilities are maintained, serviceable, and in compliance with all regulatory laws, regulations, and rules

Promote practices that provide enhanced and sustainable life now and for future generations

GOALS

Responsible management of public funds

Preservation of our neighborhoods and natural resources

Provide timely, effective and transparent communications between government and our citizens

Continually improve the quality of our services

Promote and protect the environment

Take pride in community assets

Champion diversity and inclusion

Provide leadership while considering all points of view, to ultimately set policy and make decisions based on what is in the best interest of the entire community

Recognize pioneers of the community

VALUES

Innovation * Accountability * Respect * Integrity * Professionalism

Budget Message

Dear Board of Directors,

I am honored to submit to the Town of Discovery Bay Board of Directors the District's financial plan for the fiscal period July 1, 2021, through June 30, 2022. The annual Revenue, Operating, and Capital Improvement Program budgets are the planning tools utilized by staff and the Board to track revenues and expenditures over the respective forecast period.

This budget states program goals for each department, considering the desires of the Board, the expectations of the public, the needs of the department, and available resources. Each manager was given the opportunity to directly participate in the budget process, allowing them to share their expertise and to offer options and solutions. Adoption of a budget that includes specified program goals ensures a unified effort and sets forth a work plan for the year.

Several major projects are expected to continue or commence this year, including a water well, the state-mandated denitrification project, mainline pipe replacements, lift station upgrades, and the purchase of a new Vac Truck. The District will once again be accessing the relocation of the office building located on Willow Lake Road. The Lighting and Landscaping department will be working on the upgrade of Cornell Park under the Prop 68 'Per Capita' Grant along with the upgrade of the Community Pool lawn to artificial turf. District security continues to be an ongoing project to ensure our cybersecurity and assets are protected.

From an operational standpoint, the District continues to operate efficiently and in a manner that is financially prudent. The water and wastewater departments continue to refine their perspective capital plans into the future to enable timely replacement and funding of aging infrastructure. The Community Center has not been able to offer any programing for over 12 months due to the COVID-19 pandemic. As restrictions are lifted and the pool is completed, the Recreation Department prepares to 're-start' popular programs such as swim lessons and Zumba classes. The opening of programs and activities will be assessed and refined to meet new guidelines as required by the County Health Officer.

I am pleased to present a budget where the District's operating and infrastructure necessities are met while offering a strategic look at the overall assets of the District. Staffing levels meet projected needs; ongoing training continues to improve service levels and financial management policies continue to guide the District in decision-making that is grounded and consistent over time.

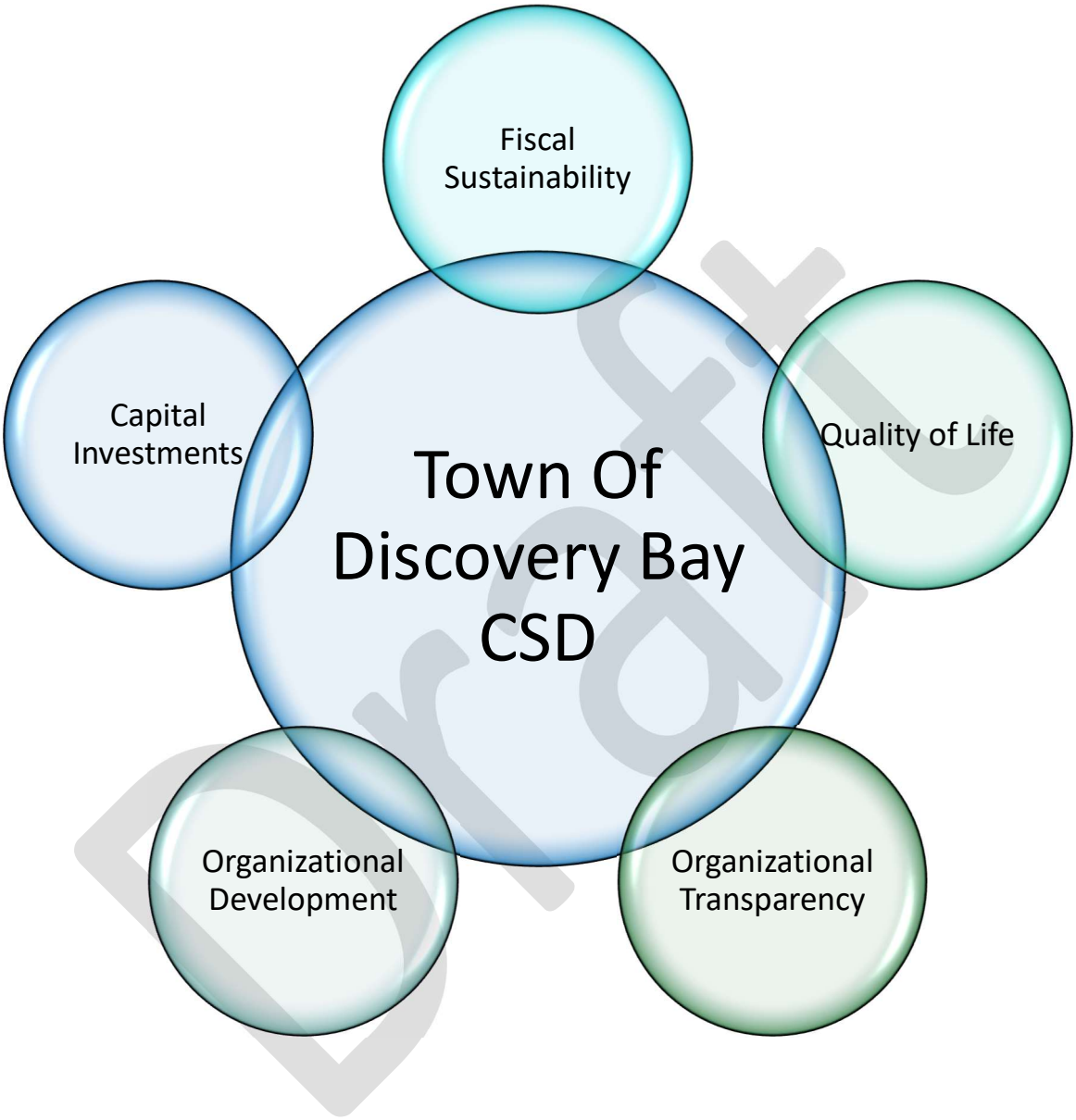
I would like to thank the District staff for their contributions toward producing the budget. I am delighted to work with employees that care deeply about the Town of Discovery Bay. I, along with staff, look forward to serving the community, executing the District's capital projects, and working together to build and maintain long-term fiscal sustainability.

I would also like to thank the entire Board of Directors for their support over the past fiscal year. In preparing for the next fiscal year and continuing into the future, I expect that the District will continue to remain resourceful, innovative, and successful.

Respectfully submitted,

Julie Carter, Finance Manager

Strategic Goals



Goals, Objectives, and Action

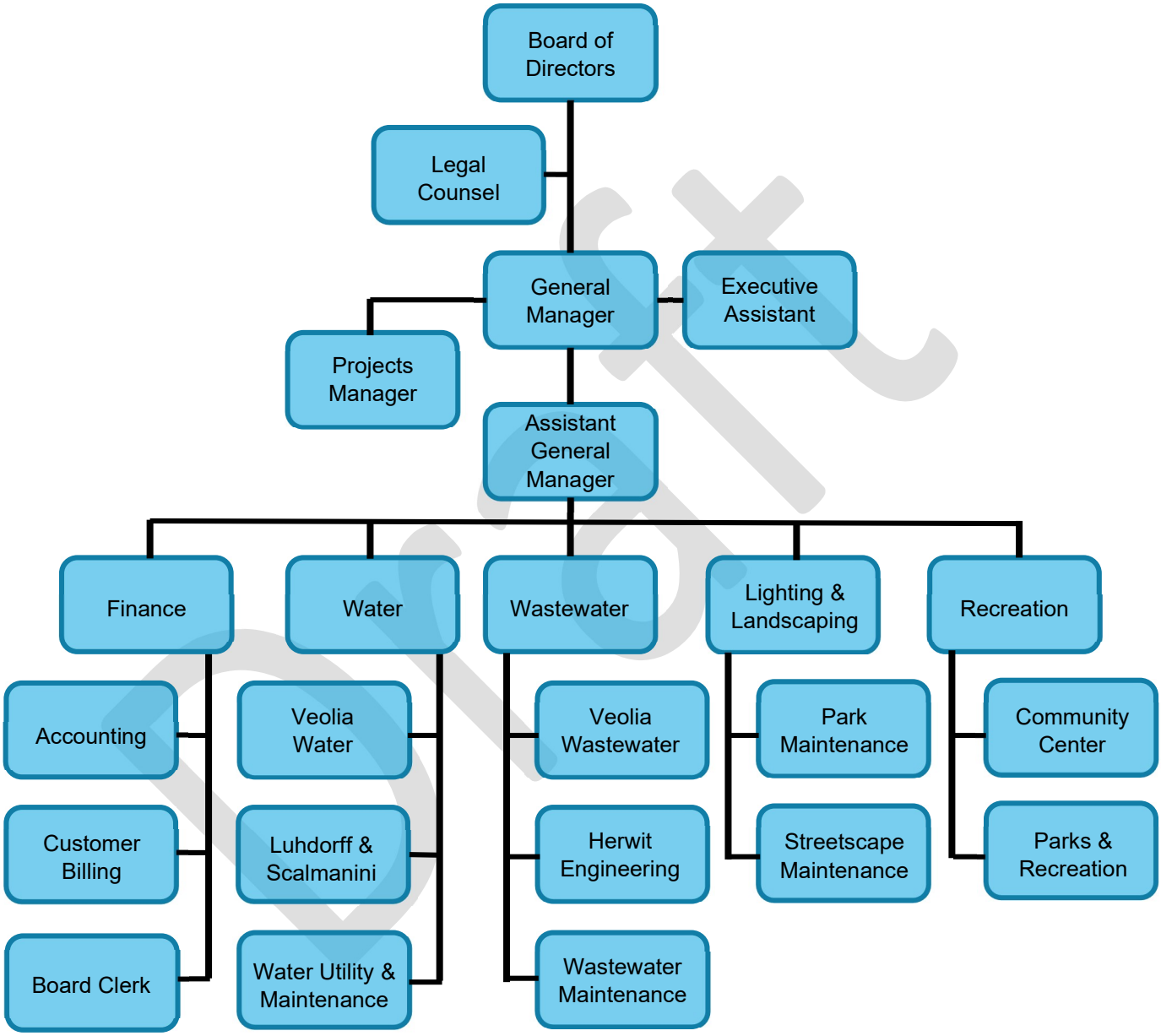
Goal	Objective	Performance Outlook
Fiscal Sustainability	• Balance Revenues and expenditures to ensure fiscal stability • Monitor trends in key revenue sources • Provide core services in an efficient and effective manner	• Review expenditure vs. budget reports for each department on a monthly basis • Conduct a quarterly review and make adjustments as needed
Quality of Life	• Focus on key services, programs, and activities for seniors and youth. • Partner with service clubs to promote community-wide events • Maintain and expand parks throughout the community	• Provide quarterly reports on activities for youth, seniors, and park & recreation programs
Organizational Transparency	• Post key information on the District's website • Use media to inform and engage the public • Prepare the budget in a user-friendly, informative & transparent format	• Post all agendas, reports, and contracts on the District's website • Post all policy documents and resolutions on the website • Prepare the budget in a user-friendly, informative & transparent format
Organizational Development	• Evaluate staffing levels to ensure adequate delivery of core services • Provide training and resources to sustain a talented workforce • Maintain accountability and recognition of employees	• Prepare a long-term staffing plan • Develop training of key management and supervisorial staff • Uphold and maintain safety training
Capital Investments	• Prioritize and evaluate needed capital investments	• Deliver capital projects on time and within budget • Seek funding opportunities to fund infrastructure projects • Continuous updates to District master plans

Authorized Positions

Current Positions

Position Title	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023
Office Assistant	2	2	2	2
Administrative Assistant	2	2	2	2
Executive Assistant	1	1	1	1
Accountant	1	1	1	1
Water Services Technician I	2	2	2	2
Water Services Technician II	1	1	1	1
Parks & Maintenance Worker I	1	1	1	1
Parks & Maintenance Worker II	2	2	2	2
Parks & Maintenance Worker III	1	1	1	1
Recreation Programs Supervisor	1	1	1	1
Parks & Landscape Manager	1	1	1	1
Water & Wastewater Manager	1	1	1	1
Finance Manager	1	1	1	1
Projects Manager	1	1	1	1
Assistant General Manager	1	1	1	1
General Manager	1	1	1	1
Total	**20**	**20**	**20**	**20**

Organizational Chart by Department



Salary & Wages

	Range #	Bottom Step Hourly	Biweekly·	Monthly●	Top Step Hourly*	Biweekly●	Monthly●
100 Series – Temporary/Intermittent Staff							
Recreation Leader I	100	$14.00	$1,120	$2,427	$14.20	$1,136	$2,461
Recreation Leader II	105	$14.25	$1,140	$2,470	$14.45	$1,156	$2,505
Lifeguard	110	$14.50	$1,160	$2,513	$14.90	$1,192	$2,583
Lifeguard/Swim Instructor and Recreation Leader III	115	$15.00	$1,200	$2,600	$15.40	$1,232	$2,669
Pool Supervisor	125	$15.50	$1,240	$2,687	$17.30	$1,384	$2,999
200 Series – Non-Management Staff	**Range #**	**16.5**	**Monthly●**	**Annual●**	**Top Step Hourly**	**Monthly●**	**Annual●**
Park/Landscaper/Maintenance I	220	$21.63	$3,749	$44,993	$24.47	$4,242	$50,905
Park/Landscaper/Maintenance II	235	$25.73	$4,460	$53,524	$29.11	$5,046	$60,557
Park/Landscaper/Maintenance III	250	$28.39	$4,921	$59,058	$32.12	$5,568	$66,819
Office Assistant/Customer Service Representative A	225	$22.17	$3,843	$46,112	$25.08	$4,347	$52,171
Office Assistant/Customer Service Representative B	230	$24.46	$4,240	$50,887	$27.68	$4,798	$57,573
Account Clerk	240	$26.37	$4,570	$54,842	$29.83	$5,171	$62,049
Administrative Assistant/Parks-Recreation Assistant A	245	$27.01	$4,682	$56,181	$30.56	$5,297	$63,564
Administrative Assistant/Parks-Recreation Assistant B	260	$29.81	$5,168	$62,015	$33.73	$5,847	$70,164
Sr. Account Clerk	255	$29.11	$5,046	$60,556	$32.94	$5,709	$68,514
Accountant I	275	$30.75	$5,329	$63,950	$40.34	$6,992	$83,907
Executive Assistant A	270	$33.75	$5,850	$70,206	$38.19	$6,619	$79,435
Executive Assistant B	280	$37.27	$6,460	$77,519	$42.17	$7,309	$87,714
Water Tech I	210	$23.30	$4,039	$48,469	$26.36	$4,569	$54,829
Water Tech II	270	$33.75	$5,850	$70,206	$38.19	$6,619	$79,435
Water Tech III	280	$37.79	$6,550	$78,596	$41.71	$7,230	$86,757
Series 300: Management Staff	**Range #**	**Bottom Step Hourly**	**Monthly●**	**Annual●**	**Top Step Hourly**	**Monthly●**	**Annual●**
Recreation Programs Supervisor	300	$32.93	$5,708	$68,497	$42.16	$7,308	$87,693
Manager: Parks/Landscape	345	$41.53	$7,198	$86,373	$51.86	$8,989	$107,869
Managers: Finance; Water/Wastewater	350	$42.33	$7,336	$88,038	$52.86	$9,162	$109,949
Series 400: Senior Management Staff	**Range #**	**Bottom Step Hourly**	**Monthly●**	**Annual●**	**Top Step Hourly**	**Monthly●**	**Annual●**
Assistant General Manager	400	$50.80	$8,805	$105,664	$63.44	$10,996	$131,955
General Manager					$120.19	$20,833	$250,000
Projects Manager	425	$76.07					

Minimum Wage Adjustment January 2022

The State of California minimum wage will increase year over year. The below table represents how the minimum wage increase affects the District Temporary & Intermittent Staff Salary Range Table.

	Step 1	Step 2	Step 3	Step 4	Step 5
Recreation Leader I	$15.00	$15.05	$15.10	$15.15	$15.20
Recreation Leader II	$15.25	$15.30	$15.35	$15.40	$15.45
Lifeguard	$15.50	$15.60	$15.70	$15.80	$15.90
Lifeguard/Swim Instructor & Rec Leader III	$16.00	$16.00	$16.20	$16.30	$16.40
Assist. Pool Supervisor	$16.50	$16.70	$16.90	$17.10	$17.30
Pool Supervisor	$17.50	$17.70	$17.90	$18.10	$18.30

- The number in blue represents the immediate effect.
- The numbers in red are the new pay scale rates.

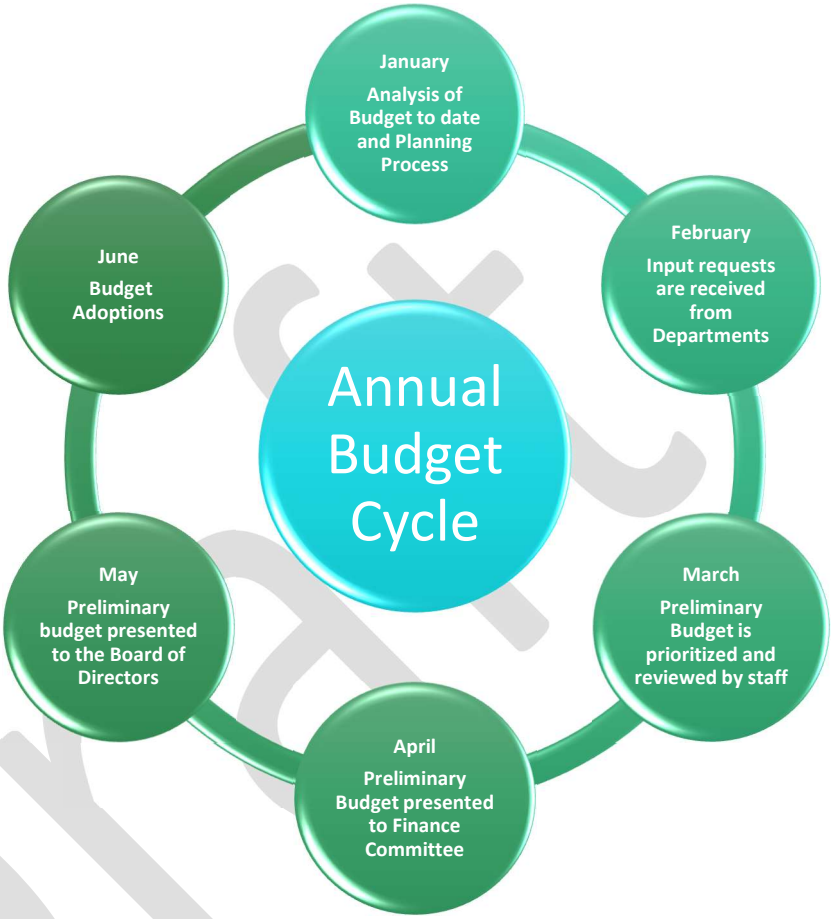
The Budget Process

Fiscal Years 2022 & 2023

2 Year Budget Build

The Budget is a spending management plan for the District's financial resources. Through the use of these resources, services are provided to meet the needs of the Town of Discovery Bay's residents.

The District's annual budget process begins in January and concludes in June where the final budget is adopted.



January: Operating budget preparations begin with the analysis of the current year's budget, which helps to determine the base budget for the following year, including capital projects.

February: Budget guidelines and instructions are distributed to each Department Manager. Department Managers meet with Finance Manager to discuss their budget requests.

March: Department Managers meet with the Finance Manager to review the preliminary budget, the budget is prioritized, refined, and compiled into the preliminary budget to present to the Finance Committee.

April: Preliminary Budget is presented to Finance Committee for input and guidance.

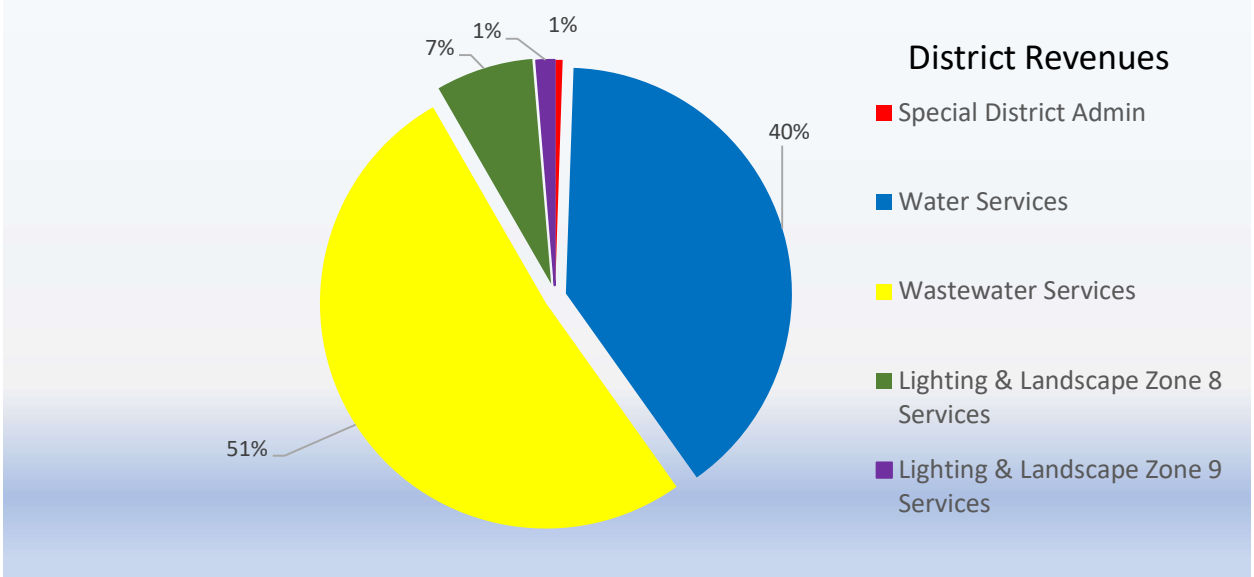
May: The preliminary budget is presented to the Board of Directors at the Budget Workshop; Finance Manager completes final budget.

June: The final budget is presented and adopted by the Board of Directors.

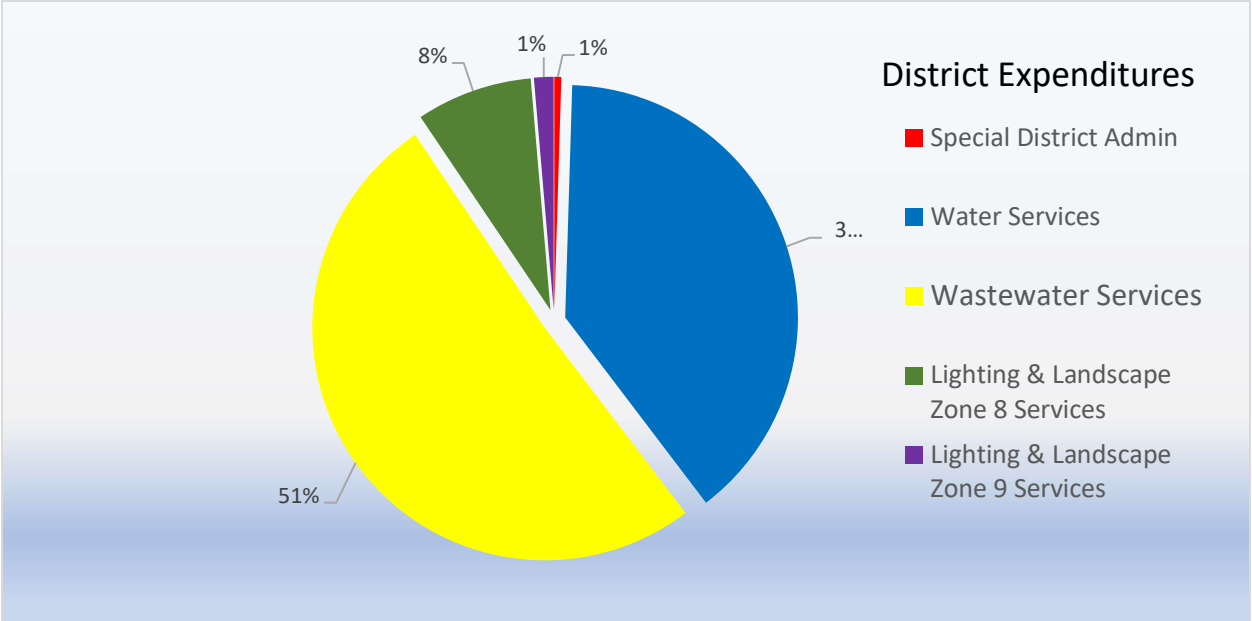
Budget Overview

The Town of Discovery Bay supports the Water Department, Wastewater Department and two Lighting and Landscaping Department Zones 8 & 9. Data is for budget year 2021-2022.

District Revenue



District Expenditures



Special District Administration Services Revenue, Operations & Maintenance, and Capital Improvements

The Special District Administration Fund revenue and expenditures cover all the Contra County Special District transactions for Contra Costa Lighting and Landscaping Zones 35, 57, & 61 which are maintained by the Town of Discovery Bay and reimbursed back to the District from Contra Costa County. These Zones included the following:

- Zone 35 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 and two pedestrian bridges along the path.

- Zone 57 includes all landscaped streetscape frontages in and outside of the Centex Development along Highway 4, a portion of Bixler Road, and two (2) small parking areas. Regatta Park is also included in this zone.

- Zone 61 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.

Revenue

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
10-31-5150	Landscape Related Payroll Rmb	126,849	0	0	0	0
10-31-5226	Landscape Reimbursable	21,602	35,000	15,790	35,000	35,000
	Total	**$148,450**	**$35,000**	**$15,790**	**$35,000**	**$35,000**

Expenditures

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
10-41-7000	Salary & Wages	85,748	0	0	0	0
10-41-7005	Payroll Taxes	6,371	0	0	0	0
10-41-7526	Miscellaneous Bank Charges	84	0	0	0	0
10-41-7529	Landscape Related Reimbursable	18,984	35,000	60,870	35,000	35,000
10-41-8000	Operating Transfers Out	211,089	0	0	0	0
10-41-8005	Operating Transfers In	(128,451)	0	0	0	0
	Total	**$193,826**	**$35,000**	**$60,870**	**$35,000**	**$35,000**

Capital Improvements

There are no capital improvements planned for Zones 35, 57 and 61 in the fiscal year 2021-2022.

Special District Administration Services Notations

Contra Costa County increased the budgets for the Landscaping & Maintenance Zones 35, 57 and 61 by an aggregate of $3,621 from the 2020/2021 budget. The District is continuing with its review of these zones and the sustainability to financially maintain them.

Separate payroll and vehicle budgets are no longer included the wastewater department. The expenses are paid out and reimbursed to wastewater monthly. Any amounts due from the county at 6/30/2022 will be recorded in Accounts Receivable for the wastewater department.

Water Services Revenue, Operations & Maintenance, and Capital Improvements

The revenue table below identifies the various sources of revenue that are anticipated during the next fiscal year. The primary source of the water revenue is derived from monthly volume water usage.

Revenue Details

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
20-31-5102	SEC Collections Account Charge	1,469,061	1,440,000	1,513,354	1,569,961	1,598,240
20-31-5145	Meter Installation Fee	335,139	335,218	278,045	335,218	335,218
20-31-5179	Misc-Water Service Fees	22,161	10,000	3,053	10,000	10,000
20-31-5151	Grant	61,716	0	0	0	0
20-31-5226	Water Meter Rental	425	0	400	500	500
20-31-5243	Other	9,978	2,000	52,141	2,000	2,000
20-31-6000	Water Charges	2,863,915	2,775,000	2,336,979	2,816,625	2,901,124
20-31-6030	Connection Fees CIP	3,900	6,000	300	6,000	6,000
20-31-6045	Capacity Fee CIP	189,150	15,000	14,550	15,000	15,000
20-31-6046	Permit Fee	1,950	5,000	150	5,000	5,000
20-31-6047	Inspection Fee	6,240	5,000	480	5,000	5,000
20-31-6086	Meter Charge-Commercial	85,782	69,000	72,820	80,000	80,000
	Total Revenue	**5,049,416**	**4,662,218**	**4,272,273**	**4,845,304**	**4,958,082**

Expenditure Details

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
20-41-7000	Salary & Wages	372,526	540,000	420,240	608,549	638,977
20-41-7001	Overtime	0	2,000	0	2,000	2,000
20-41-7003	ER Taxes	28,913	0	24,194	60,855	63,898
20-41-7030	Group Insurance	86,658	121,000	77,574	121,000	124,630
20-41-7045	Workers Comp	17,196	25,000	5,105	14,720	15,162
20-41-7060	457 B/401a Plans	0	27,925	24,179	44,800	40,000
20-41-7105	Reimbursement of Insurance	0	0	0	(40,000)	(40,000)
20-41-7150	Temporary Employees	12,846	3,000	0	3,000	3,000
20-41-7165	Board of Directors Compensation	10,304	14,400	8,196	22,500	22,950

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
20-41-7180	Training Conferences Travel	1,456	31,000	572	31,000	31,620
20-41-7210	Dues & Subscriptions	59	2,200	0	500	500
20-41-7225	Memberships	7,982	8,000	8,158	8,000	8,000
20-41-7255	TODB Sponsored Events	0	2,400	0	4,000	4,000
20-41-7271	Consulting Services	174,936	192,000	256,192	249,300	205,300
20-41-7272	Water Service Contract	666,143	680,181	567,768	700,000	714,000
20-41-7275	Preventative & Corrective-V	17,223	30,000	0	0	0
20-41-7276	Contract Mailing	33,455	41,000	29,394	41,000	41,000
20-41-7277	Large Replacement-V	17,615	25,000	0	0	0
20-41-7280	Veolia Pass-Thru Expenses	0	0	55,206	132,500	132,500
20-41-7286	Legal - General	54,271	51,700	22,948	59,455	59,455
20-41-7288	Legal - Litigation	2,975	18,800	215	18,800	18,800
20-41-7301	Annual Audit Services	11,761	25,000	11,589	27,500	27,500
20-41-7316	Election Expense	0	5,000	5,132	0	6,000
20-41-7317	Advertising	1,892	2,000	309	2,000	2,000
20-41-7318	Public Relations	5,680	6,000	0	6,000	6,000
20-41-7319	Internet Website	0	4,800	1,200	4,800	4,800
20-41-7345	Public Communications and Noti	0	2,400	186	2,400	2,400
20-41-7361	Telephone - general	5,628	5,500	3,559	5,500	5,500
20-41-7362	Telecom - networking	5,537	5,000	4,595	5,600	5,600
20-41-7363	Telephone - cellular	3,119	6,000	2,795	6,000	6,000
20-41-7376	Construction Material for Repairs	61,790	50,000	115,292	125,000	125,000
20-41-7392	Vehicle & Equipment - Fuel	5,097	6,500	7,516	10,000	10,000
20-41-7393	Vehicle & Equipment Sup & Rep	3,059	4,400	6,978	4,400	4,400
20-41-7404	Water Meter and Registers	81,107	50,000	62,989	70,000	70,000
20-41-7405	General Repairs - Pumps-V	0	30,000	0	0	0
20-41-7406	General Repairs	239,650	300,000	382,213	450,000	450,000
20-41-7409	Info System - Maintenance	23,409	10,000	17,121	22,000	22,000
20-41-7410	Equipment Maintenance	1,400	3,600	2,017	3,600	3,600
20-41-7411	Software Hosting	28,952	33,000	23,786	35,845	35,845
20-41-7412	Computer Equipment & Supplies	3,445	3,500	236	3,500	3,500
20-41-7413	Miscellaneous Small Tools	4,995	3,000	3,290	4,000	4,000
20-41-7414	Equipment Repair	0	400	378	400	400
20-41-7415	Computer Software	641	4,000	810	4,000	4,000
20-41-7417	Instrument & Controls-V	176	12,500	0	0	0
20-41-7422	Minor Equipment/Furniture	0	2,000	0	2,000	2,000
20-41-7423	Office Furniture	0	0	3,152	5,000	5,000
20-41-7424	Postage	1,053	1,000	695	1,000	1,000

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
20-41-7425	Office Supplies	12,414	10,000	8,874	10,000	10,000
20-41-7437	Rent Public Meetings	0	200	0	200	200
20-41-7438	Building Rent	13,200	13,200	13,200	13,200	13,200
20-41-7439	Equipment Rental/Leasing	372	2,000	850	3,000	3,000
20-41-7440	Facility Maintenance - Landsca	975	1,600	5,760	5,000	5,000
20-41-7441	Building Maintenance	13,296	6,000	9,350	12,000	12,000
20-41-7451	Insurance Liability & Property	46,982	65,775	67,856	84,313	105,391
20-41-7466	Permits & Fees	30,782	45,000	32,660	45,000	45,000
20-41-7469	Personal Protective Equipment	1,236	3,000	1,578	3,000	3,000
20-41-7470	Safety Equipment & Supplies	1,277	1,400	(344)	1,400	1,400
20-41-7481	Utilities/Electrical Cost	500,012	460,000	380,045	567,069	595,423
20-41-7483	Utilities/Waste Cost	6,985	0	14,232	12,000	12,000
20-41-7495	Chemicals	27,354	32,000	0	0	0
20-41-7510	Freight	0	800	0	800	800
20-41-7511	UPS/Courier	0	320	0	320	320
20-41-7526	Miscellaneous Bank Charges	23,837	25,000	19,362	25,000	25,625
20-41-7527	Miscellaneous Services & Suppl	1,821	1,200	889	1,500	1,538
20-41-7532	Miscellaneous	15,720	2,000	0	2,000	2,000
20-41-7533	Bad Debt	35,916	5,000	0	5,000	5,000
20-41-7536	Debt Service Bond/Operating Transfer Out	143,712	260,000	144,224	455,844	746,940
20-41-7545	Revenue Collection	0	2,400	1,787	2,400	2,460
20-41-7547	Payroll Wire Transfer Fee	308	1,040	205	1,040	1,040
20-41-7549	Public Works - Permits	2,548	20,000	0	20,000	20,000
20-41-7550	Property Taxes	200	1,200	643	1,200	1,200
20-41-7587	Developer Deposit Reimbursement	1,439	0	12,481	3,000	3,000
20-41-8000	Operating Transfers In	(53,958)	0	0	0	0
20-41-8005	Operating Transfers Out	149,132	0	0	0	0
	Total	**2,990,280**	**3,361,141**	**2,871,006**	**4,156,810**	**4,507,872**

Capital Improvement Details

Account Code	Capital Improvements	Actual FY 2019-2020	Budgeted FY 2020-2021	Actual YTD FY 2020-2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
20-1156	CIP for Water Supply Capacity (Source, Treatment and Storage)		750,000		1,248,000	2,480,000
20-1170	Upgrades and Maintenance for Existing Water Supply Facilities		350,000		755,500	330,000
20-1170	Water Distribution System/Pipeline Replacements		1,440,000		750,000	750,000
20-1170	Additional Capital Improvements - Water Distribution System & Maintenance		25,000			
20-1170	Master Plans		315,000		50,000	
20-1135/20-1120	Water/WW Combined Project Total (trucks, building repairs, equipment)		296,000		384,000	1,064,000
	Total	**$175,435**	**$3,176,000**	**$443,512**	**$3,187,500**	**$4,624,000**

In fiscal year 2021/2022, the District will begin the Capital Improvement Projects which include:

- the design and site acquisition for Well #8
- begin long-term mainline pipeline replacement program
- Filter repair at Newport & Willow Treatment Plants
- cathodic protection

For a complete listing of capital projects, scheduled year and associated costs please see page 46.

Budgeted Fund Summary

Water Fund Summary	Year End Fund Balance FY 19/20	Budgeted Revenues FY 20/21	Budgeted Expenses FY 20/21	Budgeted Fund Balance FY 20/21	Estimated Revenues FY 21/22	Estimate Expenses FY 21/22	Estimate Fund Balance FY 21/22	Estimated Revenues FY 22/23	Estimate Expenses FY 22/23	Estimate Fund Balance FY 22/23
Beginning Fund Balance(Carryover)		**7,778,889**			**5,903,966**			**3,404,960**		
O&M Funds	1,929,219	3,361,141	3,361,141	1,929,219	4,156,810	4,156,810	1,929,219	4,501,872	4,501,872	1,929,219
Capital Improvement Funds	3,407,516	1,051,077	3,176,000	1,282,593	438,494	3,187,500	(1,466,413)	206,210	4,612,000	(5,872,203)
Revolving Funds	1,012,154	250,000	0	1,262,154	250,000		1,512,154	250,000	0	1,762,154
Reserve Funds	1,430,000	0	0	1,430,000	0	0	1,430,000	0	0	1,430,000
YE Fund Balance	**$7,778,889**	**$12,441,107**	**$6,537,141**	**$5,903,966**	**$10,749,270**	**$7,344,310**	**$3,404,960**	**$8,363,042**	**$9,113,872**	**($750,830)**

The water revenue is distributed to the O&M Funds, the Capital Improvements Funds, the Revolving Funds and the Reserve Funds per the annual budget.

O&M Funds are District revenues and expenses needed to operate the Water Services Department. This fund maintains a balance of 20-22% of the O&M expenses for operational cash flow.

Capital Improvement Funds are District revenues and expenses needed for capital improvements of the water distribution systems. These funds are generally budgeted revenues comprised of water volume use and capacity and connection fees.

Revolving Funds are for the future maintenance or improvements of the water infrastructure system, pumps, generator facilities, and vehicles replacements.

Reserve Funds have been established for emergency use for the water utility system. This reserve is 30% of the water operating budget.

As of fiscal year 21/22, the District will need to identify funding opportunities to complete the necessary capital projects. In fiscal year 19/20, the District completed a rate study to properly plan for the costs of these future projects.

Water Utility Rates

TABLE 1: ADOPTED WATER RATES

WATER	FY 2020-21		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
	Monthly ($/month)	Use ($/ccf)	Monthly ($/month)	Use ($/ccf)	Monthly ($/month)	Use ($/ccf)	Monthly ($/month)	Use ($/ccf)	Monthly ($/month)	Use ($/ccf)
Unmetered Account Charge	$ 14.67		$ 14.67		$ 14.67		$ 14.67		$ 14.67	
	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)
All Metered										
Non-Irrigation Account Charge										
5/8" Meter	$ 21.46	$ 257.52	$ 21.84	$ 262.08	$ 22.22	$ 266.64	$ 22.62	$ 271.44	$ 23.02	$ 276.24
3/4" Meter	$ 21.46	$ 257.52	$ 21.84	$ 262.08	$ 22.22	$ 266.64	$ 22.62	$ 271.44	$ 23.02	$ 276.24
1" Meter	$ 21.46	$ 257.52	$ 21.84	$ 262.08	$ 22.22	$ 266.64	$ 22.62	$ 271.44	$ 23.02	$ 276.24
1 1/2" Meter	$ 40.08	$ 480.96	$ 40.78	$ 489.36	$ 41.50	$ 498.00	$ 42.24	$ 506.88	$ 42.98	$ 515.76
2" Meter	$ 62.98	$ 755.76	$ 63.96	$ 767.52	$ 64.94	$ 779.28	$ 65.92	$ 791.04	$ 66.94	$ 803.28
3" Meter	$ 124.56	$ 1,494.72	$ 126.10	$ 1,513.20	$ 127.64	$ 1,531.68	$ 129.20	$ 1,550.40	$ 130.80	$ 1,569.60
4" Meter	$ 193.84	$ 2,326.08	$ 196.00	$ 2,352.00	$ 198.20	$ 2,378.40	$ 200.40	$ 2,404.80	$ 202.64	$ 2,431.68
6" Meter	$ 386.30	$ 4,635.60	$ 390.22	$ 4,682.64	$ 394.18	$ 4,730.16	$ 398.18	$ 4,778.16	$ 402.22	$ 4,826.64
Irrigation Account Charge										
5/8" Meter	$ 19.24	$ 230.88	$ 19.58	$ 234.96	$ 19.92	$ 239.04	$ 20.26	$ 243.12	$ 20.62	$ 247.44
3/4" Meter	$ 19.24	$ 230.88	$ 19.58	$ 234.96	$ 19.92	$ 239.04	$ 20.26	$ 243.12	$ 20.62	$ 247.44
1" Meter	$ 19.24	$ 230.88	$ 19.58	$ 234.96	$ 19.92	$ 239.04	$ 20.26	$ 243.12	$ 20.62	$ 247.44
1 1/2" Meter	$ 37.12	$ 445.44	$ 37.38	$ 448.56	$ 37.64	$ 451.68	$ 37.90	$ 454.80	$ 38.18	$ 458.16
2" Meter	$ 58.54	$ 702.48	$ 58.72	$ 704.64	$ 58.90	$ 706.80	$ 59.06	$ 708.72	$ 59.24	$ 710.88
3" Meter	$ 115.73	$ 1,388.76	$ 115.73	$ 1,388.76	$ 115.73	$ 1,388.76	$ 115.73	$ 1,388.76	$ 115.73	$ 1,388.76
4" Meter	$ 180.27	$ 2,163.24	$ 180.27	$ 2,163.24	$ 180.27	$ 2,163.24	$ 180.27	$ 2,163.24	$ 180.27	$ 2,163.24
6" Meter	$ 359.54	$ 4,314.48	$ 359.54	$ 4,314.48	$ 359.54	$ 4,314.48	$ 359.54	$ 4,314.48	$ 359.54	$ 4,314.48
Newly Metered Customers :										
Meter Install Fee (10 yr	$8.01		$8.01		$8.01		$8.01		$8.01	
Metered Usage Charge:	Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)	
	2.266		2.34		2.405		2.479		2.577	

DW= Dwelling Unit
ccf=100 cubic feet=748 gallons

TABLE 2: ADOPTED WATEWATER RATES

SEWER	FY 2020-21		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)
Residential/Unmetered										
Single Family (Each DU)	$ 83.34	$ 1,000.08	$ 84.59	$ 1,015.08	$ 85.86	$ 1,030.32	$ 87.15	$ 1,045.80	$ 88.46	$ 1,061.52
Multifamily/Condos (Each DU)	$ 63.89	$ 766.68	$ 65.92	$ 791.04	$ 68.01	$ 816.12	$ 70.17	$ 842.04	$ 72.40	$ 868.80
Vacant	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00
Non-Residential/Metered	Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)	
Business/Government/Clubs	6.05		6.384		6.737		7.109		7.501	
Restaurants/Bars/Dining Facilities	17.337		17.899		18.479		19.078		19.696	
Schools	5.462		5.781		6.118		6.475		6.853	
Other Domestic Strength Users	6.05		6.384		6.737		71.09		7.501	

Wastewater Services Revenue, Operations & Maintenance, and Capital Improvements

The revenue table below identifies the various sources of revenue that can be anticipated during the next fiscal year. The primary source of the Wastewater revenue is derived from Property Tax charges for the collection, conveyance, treatment, and discharge of treated effluent.

Revenue

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
21-31-5101	SEC Collections Wastewater	5,876,245	5,965,127	5,854,483	6,037,153	6,130,027
21-31-5177	Reimbursements	1,142	6,300	0	6,300	6,300
21-31-5179	Misc	24,396	0	2,233	0	0
21-31-5243	Other	149,716	1,000	50,793	10,000	10,000
21-31-6015	Sewer Charges	115,397	157,000	86,303	157,000	157,000
21-31-6030	Connection Fees CIP	3,900	0	300	10,000	10,000
21-31-6045	Capacity Fee CIP	254,619	65,000	36,090	65,000	65,000
21-31-6046	Permit Fee	0	5,000	0	5,000	5,000
21-31-6047	Inspection Fee	6,240	5,000	480	5,000	5,000
21-31-6086	CO ZONES VEHICLE REIMBURSABLE	0	81,000	87,103	0	0
21-31-6087	CO ZONES PAYROLL REIMBURSABLE	0	162,000	149,339	0	0
	Total	**6,431,655**	**6,447,427**	**6,267,124**	**6,295,453**	**6,388,327**

Expenditures

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
21-41-7000	Salary & Wages	448,269	610,000	425,158	677,607	711,488
21-41-7001	Overtime	0	2,000	0	2,000	2,000
21-41-7003	ER Taxes	33,948	0	38,905	67,761	71,149
21-41-7030	Group Insurance	129,988	180,000	118,934	180,000	180,000
21-41-7045	Workers Comp	25,794	33,000	7,658	22,080	25,392
21-41-7060	457 B/401a Plans	0	14,125	34,440	67,200	60,000
21-41-7105	Reimbursement of Insurance	0	0	(54,071)	(50,000)	(50,000)
21-41-7150	Temporary Employees	19,269	5,000	0	5,000	5,000
21-41-7165	Board of Directors Compensation	15,456	22,000	12,274	22,500	22,950
21-41-7180	Training Conferences Travel	1,836	30,000	870	30,000	30,000

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
21-41-7210	Dues & Subscriptions	20	2,600	0	2,600	2,600
21-41-7225	Memberships	6,352	12,000	8,814	12,000	12,000
21-41-7255	TODB Sponsored Events	0	3,600	0	6,000	6,000
21-41-7270	Environmental Studies	0	0	4,791	0	0
21-41-7271	Consulting Services	448,160	180,000	101,059	234,000	153,000
21-41-7272	Wastewater Service Contract	999,214	1,020,271	851,651	1,044,000	1,064,880
21-41-7275	Preventative & Corrective-V	62,798	70,000	0	0	0
21-41-7277	Large Replacement -V	67,533	110,000	0	0	0
21-41-7280	Veolia Pass-Thru Expenses	0	0	51,052	340,000	340,000
21-41-7286	Legal - General	61,084	106,000	28,800	121,900	121,900
21-41-7288	Legal - Litigation	5,194	25,000	323	25,000	25,000
21-41-7301	Annual Audit Services	17,581	30,000	17,341	36,300	33,000
21-41-7316	Election Expense	0	10,000	7,697	0	10,000
21-41-7317	Advertising	2,676	3,000	962	3,000	3,000
21-41-7345	Public Communications and Noti	0	3,600	0	3,600	3,600
21-41-7361	Telephone - general	13,248	15,000	7,434	15,000	15,000
21-41-7362	Telecom - networking	10,809	15,000	8,927	15,000	15,000
21-41-7363	Telephone - cellular	3,336	6,000	2,462	6,000	6,000
21-41-7376	Construction Material for Repairs	0	3,000	0	3,000	3,000
21-41-7392	Vehicle & Equipment - Fuel	1,574	6,000	1,015	6,000	6,000
21-41-7393	Vehicle & Equipment Sup & Rep	6,806	30,000	8,331	30,000	30,000
21-41-7405	General Repairs - Pumps-V	60,736	30,000	0	0	0
21-41-7406	General Repairs	20,674	100,000	(18,279)	150,000	150,000
21-41-7409	Info System - Maintenance	34,863	15,000	25,681	33,000	33,000
21-41-7410	Equipment Maintenance	3,500	5,400	1,850	5,400	5,400
21-41-7411	Software Hosting	13,070	15,000	10,170	17,400	17,400
21-41-7412	Computer Equipment & Supplies	5,089	6,000	355	6,000	6,000
21-41-7413	Miscellaneous Small Tools	299	3,000	297	3,000	3,000
21-41-7414	Equipment Repair	0	600	0	600	600
21-41-7415	Computer Software	1,075	1,500	700	1,500	1,500
21-41-7416	UV Parts	16,450	50,000	0	0	0
21-41-7417	Instrument & Controls-V	20,220	47,000	0	0	0
21-41-7424	Postage	1,060	1,500	922	1,500	1,500
21-41-7425	Office Supplies	7,936	10,000	5,599	10,000	10,000
21-41-7438	Building Rent	19,800	19,800	19,800	19,800	19,800
21-41-7439	Equipment Rental/Leasing	544	3,000	584	4,000	4,000
21-41-7440	Facility Maintenance - Landsca	2,658	2,400	275	2,400	2,400

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
21-41-7441	Building Maintenance	12,349	12,000	5,476	12,000	12,000
21-41-7451	Insurance Liability & Property	70,473	98,662	101,647	126,468	158,084
21-41-7466	Permits & Fees	55,970	55,000	41,119	55,000	55,000
21-41-7468	NPDES Permits & Fines	35,182	70,000	0	70,000	70,000
21-41-7469	Personal Protective Equipment	525	1,020	0	1,000	1,000
21-41-7470	Safety Equipment & Supplies	803	3,000	(339)	3,000	3,000
21-41-7481	Utilities/Electrical Cost	495,418	575,000	390,340	557,007	584,857
21-41-7483	Utilities/Waste Cost	1,025	2,000	2,649	2,000	2,000
21-41-7495	**Chemicals-Veolia**	50,633	33,000	17,743	0	0
21-41-7510	Freight	0	1,000	0	1,000	1,000
21-41-7526	Miscellaneous Bank Charges	118	1,000	30	1,000	1,000
21-41-7527	Miscellaneous Services & Suppl	2,321	4,500	1,072	4,500	4,500
21-41-7533	Bad Debt	(230)	5,000	0	5,000	5,000
21-41-7534	Special Expense	1,523	3,000	1,836	2,000	2,000
21-41-7536	Debt Service Bond/Operating Transfer Out	1,208,266	1,102,000	1,207,013	1,342,687	1,704,591
21-41-7545	Revenue Collection	0	6,500	3,627	7,000	7,000
21-41-7547	Payroll Wire Transfer Fee	462	1,560	308	1,500	1,500
21-41-7549	Public Works - Permits	3,292	3,500	0	3,500	3,500
21-41-7550	Property Taxes	11,923	17,000	11,501	18,000	18,000
21-41-7587	Developer Deposit Reimbursement	6,150	0	3,960	10,000	10,000
21-41-8000	Operating Transfers In	(1,063,888)	0	0	0	0
21-41-8005	Operating Transfers Out	223,699	0	0	0	0
	Total	**3,730,638**	**4,868,539**	**3,524,350**	**5,404,810**	**5,806,591**

Capital Improvements

Account Code	Capital Improvements	Actual FY 2019-2020	Budgeted FY 2020-2021	Actual YTD FY 2020-2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
	Annual Wastewater Lift Station Improvements		150,000		200,000	-
	Clarifier Rehabilitation-Wastewater System		5,000		-	
	Wastewater Treatment Plant 1 Refurbishment		178,112		-	
	Additional Capital Improvements - Wastewater System & Maintenance		110,000		80,000	132,000
	Denitrification Project		427,168		10,000,000	9,000,000
	Wastewater Equipment and vehicle replacements(Vac Truck/V Truck Pumpstations/Solar Dryer Panels)		-		930,000	-
	Master Plans		-		100,000	-
	Water/WW Combined Project Total (trucks, building repairs, equipment)		444,000		576,000	1,578,000
	Total	**$190,731**	**$1,314,280**	**$870,406**	**$11,886,000**	**$10,710,000**

In fiscal year 2021/2022, the District will begin the Capital Improvement Projects which include multiple wastewater treatment plant modifications such as:

- Denitrification Completion
- Lift Station upgrades
- New Vac Truck
- Solar dryer panel replacements at Plant 2

District Staff and the Board of Directors will continue to discuss and plan to fund the Denitrification in fiscal year 2021/2022. For a complete listing of capital projects and associated costs please see page 46.

Budgeted Fund Summary

Wastewater Fund Summary	Year End Fund Balance FY 19/20	Budgeted Revenues FY 20/21	Budgeted Expenses FY 20/21	Budgeted Fund Balance FY 20/21	Estimated Revenues FY 21/22	Estimate Expenses FY 21/22	Estimate Fund Balance FY 21/22	Estimated Revenues FY 22/23	Estimate Expenses FY 22/23	Estimate Fund Balance FY 22/23
Beginning Fund Balance(Carryover)		**14,994,347**			**15,268,955**			**4,276,898**		
O&M Funds	7,788,126	4,759,280	4,868,539	7,678,867	5,401,510	5,401,510	7,678,867	5,796,591	5,796,591	7,678,867
Capital Improvement Funds	3,048,195	1,423,147	1,314,280	3,157,062	618,943	11,886,000	(8,109,995)	316,736	10,710,000	(18,503,259)
Revolving Funds	2,357,426	275,000	0	2,632,426	275,000		2,907,426	275,000	0	3,182,426
Reserve Funds	1,800,600	0	0	1,800,600	0	0	1,800,600	0	0	1,800,600
YE Fund Balance	**$14,994,347**	**$21,451,774**	**$6,182,819**	**$15,268,955**	**$21,564,408**	**$17,287,510**	**$4,276,898**	**$10,665,225**	**$16,506,591**	**($5,841,366)**

The wastewater revenue is distributed to the O&M Funds, the Capital Improvements Funds, the Revolving Funds and the Reserve Funds per the annual budget.

O&M Funds are District revenues and expenses needed to operate the Wastewater Services Department. This fund maintains a balance of 20-22% of the O&M expenses for operational cash flow.

Capital Improvement Funds are District revenues and expenses needed for capital improvements of the water distribution systems. These funds are generally budgeted revenues comprised of rate payers and capacity and connection fees.

Revolving Funds are for the future maintenance or improvements of the wastewater infrastructure system, pumps, generators facilities, and vehicles replacements.

Reserve Funds have been established for emergency use for the wastewater system. This reserve is 30% of the water operating budget.

As of fiscal year 21/22, the District will need to identify funding opportunities to complete the necessary capital projects. In fiscal year 19/20, the District completed a rate study to properly plan for the costs of these future projects.

Wastewater Utility Rates

TABLE 2: ADOPTED WATEWATER RATES										
SEWER	FY 2020-21		FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
Residential/Unmetered	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)	Monthly ($/month)	Yearly ($/DU)
Single Family (Each DU)	$ 83.34	$ 1,000.08	$ 84.59	$ 1,015.08	$ 85.86	$ 1,030.32	$ 87.15	$ 1,045.80	$ 88.46	$ 1,061.52
Multifamily/Condos (Each DU)	$ 63.89	$ 766.68	$ 65.92	$ 791.04	$ 68.01	$ 816.12	$ 70.17	$ 842.04	$ 72.40	$ 868.80
Vacant	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00	$ 18.67	$ 224.00
Non-Residential/Metered	Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)		Use ($/ccf)	
Business/Government/Clubs	6.05		6.384		6.737		7.109		7.501	
Restaurants/Bars/Dining Facilities	17.337		17.899		18.479		19.078		19.696	
Schools	5.462		5.781		6.118		6.475		6.853	
Other Domestic Strength Users	6.05		6.384		6.737		71.09		7.501	
DW= Dwelling Unit										

Lighting & Landscaping, Community Center Zone #8 Services Revenue, Operations & Maintenance, and Capital Improvements

The Lighting and Landscaping Zone #8 (Zone 8) receives its revenues from property taxes (appropriations limit set by the California Department of Finance); and from cost recovery fees and charges derived from the recreational classes, facility rentals, donations, novelty/beverage/food sales and community center events.

Revenue

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
40-31-5106	Current Secured Property Tax	703,402	684,000	696,732	690,840	704,657
40-31-5148	Advertising Revenue	980	0	300	500	510
40-31-5149	Community Center Program Fees	26,628	40,000	0	30,000	30,600
40-31-5150	Community Center Events	484	3,000	0	1,500	1,530
40-31-5195	Interest Income	32,819	26,255	26,849	0	0
40-31-5226	CCC Vehicle Reimbursment	67,787	14,200	0	75,000	76,500
40-31-5243	Other	119	6,000	6,000	6,000	6,000
40-31-6000	Recreation Revenue	3,390	0	8,957	2,500	2,550
40-31-6050	Gifts & Contributions	3,661	0	30,000	4,000	4,080
40-31-6695	Rentals	38,489	38,000	0	38,000	38,760
40-31-6996	Community Center Apparel	115	300	0	50	50
40-31-6997	Community Center Food	0	100	0	50	50
40-31-6998	Community Center Beverage	232	500	0	100	100
40-31-6999	Community Center Pool Fee	0	1,000	0	6,000	6,120
	Total	**875,456**	**819,355**	**768,838**	**854,540**	**871,507**

Expenditures

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
40-41-7000	Salary & Wages	152,100	175,000	146,529	130,000	136,500
40-41-7003	ER Taxes	12,161	0	0	13,009	13,269
40-41-7105	Reimbursement of Insurance	0	0	0	13,009	13,269
40-41-7150	Temporary Employees	2,552	0	4,125	0	0
40-41-7180	Training Conferences Travel	624	1,500	28	2,000	2,040
40-41-7225	Memberships	0	525	208	600	612

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
40-41-7286	Legal - General	1,235	1,000	65	1,000	1,020
40-41-7301	Annual Audit Services	2,200	2,200	2,200	2,200	2,244
40-41-7317	Advertising	667	50	70	50	51
40-41-7361	Telephone - general	0	1,125	0	600	612
40-41-7362	Telecom - networking	1,718	900	924	0	0
40-41-7363	Telephone - cellular	1,472	2,000	1,260	2,000	2,040
40-41-7376	Road/Construction Materials	0	500	0	500	510
40-41-7392	Vehicle & Equipment - Fuel	7,253	6,500	7,495	10,000	10,200
40-41-7393	Vehicle & Equipment Sup & Rep	4,900	3,500	3,213	3,500	3,570
40-41-7409	Info System - Maintenance	266	800	0	800	816
40-41-7410	Equipment Maintenance & Repair	2,668	500	2,702	4,000	4,080
40-41-7412	Computer Equipment & Supplies	278	150	0	150	153
40-41-7413	Miscellaneous Small Tools	716	1,000	2,048	2,000	2,040
40-41-7414	Equipment Repair	1,101	1,000	746	0	0
40-41-7421	Cleaning Supplies	131	500	59	500	510
40-41-7424	Postage	0	150	0	150	153
40-41-7425	Office Supplies	1,460	1,000	590	1,000	1,020
40-41-7438	Building Rent	7,800	9,000	0	0	0
40-41-7439	Equipment Rental/Leasing	736	1,500	1,202	2,460	2,509
40-41-7440	Facility Maintenance - Landsca	19,688	30,000	99,161	45,000	35,700
40-41-7441	Building Maintenance	8,009	10,000	1,007	6,500	6,630
40-41-7451	Insurance Liability & Property	4,311	2,611	1,809	2,100	2,142
40-41-7466	Permits & Fees	0	0	50	100	102
40-41-7469	Personal Protective Equipment	2,631	3,000	2,046	3,000	3,060
40-41-7481	Utilities/Electrical Cost	82,763	92,000	65,414	92,000	93,840
40-41-7482	Utilities/Water Cost	49,542	50,000	39,985	50,000	51,000
40-41-7483	Utilities/Waste Cost	9,930	5,000	5,297	5,000	5,100
40-41-7527	Miscellaneous Services & Suppl	209	2,000	234	500	510
40-41-7544	Reimbursement for County Admin	0	500	0	500	510
40-41-7545	Revenue Collection	5,207	5,500	5,515	5,500	5,610
40-41-7549	Public Works - Permits	0	500	0	500	500
40-41-7550	Property Taxes	1,463	3,000	911	2,000	2,040
40-41-7551	CCC DB Sign Replacement	979	2,000	244	2,000	2,040
40-41-8000	Salary & Wages	158,194	204,394	107,444	137,792	144,682
40-41-8002	Parttime Time & Seasonal Staff	0	0	0	93,137	95,000
40-41-8003	ER Taxes	13,016	0	0	23,093	24,248
40-41-7286	Legal - General	1,235	1,000	65	1,000	1,020

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 3/31/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
40-41-8075	Reimbursement of Wages	0	0	0	13,779	14,055
40-41-8150	Temporary Employees	1,465	0	418	0	0
40-41-8180	Training Conferences Travel	301	1,000	354	1,000	1,020
40-41-8225	Memberships	1,058	500	912	1,000	1,020
40-41-8255	Donation Expenditures	7,422	6,000	0	29,000	6,000
40-41-8256	Events	463	1,500	0	1,500	1,530
40-41-8286	Legal - General	10,311	10,000	1,697	3,500	3,570
40-41-8301	Annual Audit Services	1,000	1,000	1,000	1,000	1,020
40-41-8317	Advertising	14,214	15,000	10,680	5,250	5,355
40-41-8361	Telephone - general	4,243	4,000	1,928	3,560	3,631
40-41-8362	Telecom - networking	2,508	2,500	2,424	3,000	3,060
40-41-8363	Telephone - cellular	595	1,000	456	720	734
40-41-8406	General Repairs	77,587	5,000	0	2,000	2,040
40-41-8408	Special Equipment	313	100	0	0	0
40-41-8409	Info System - Maintenance	3,266	2,000	0	2,000	2,040
40-41-8410	Equipment Maintenance	0	800	140	800	816
40-41-8411	Software Hosting	4,921	5,000	3,647	5,000	5,100
40-41-8412	Computer Equipment & Supplies	125	500	0	500	510
40-41-8413	Miscellaneous Small Tools	0	500	0	500	510
40-41-8415	Computer Software	0	0	904	1,000	1,020
40-41-8424	Postage	3,173	3,500	2,136	250	255
40-41-8425	Office Supplies	3,629	4,000	2,343	4,000	4,080
40-41-8440	Facility Maintenance - Landsca	1,870	12,000	4,965	12,000	12,240
40-41-8441	Building Maintenance	7,199	13,000	5,177	8,000	8,160
40-41-8442	Pool Maintenance	0	2,500	816	3,000	3,060
40-41-8451	Insurance Liability & Property	3,600	10,439	0	4,500	4,590
40-41-8466	Permits & Fees	4,697	2,000	4,387	2,000	2,040
40-41-8469	Personal Protective Equipment	289	600	0	600	612
40-41-8470	Safety Equipment & Supplies	492	1,000	138	1,000	1,020
40-41-8481	Utilities/Electrical Cost	8,029	13,000	4,074	28,000	28,560
40-41-8482	Utilities/Water Cost	12,984	14,000	8,709	14,000	14,280
40-41-8483	Utilities/Waste Cost	3,090	6,000	2,886	6,000	6,120
40-41-8495	Chemicals	0	1,000	0	10,000	10,200
40-41-8526	Miscellaneous Bank Charges	2,306	2,500	1,300	3,500	3,570
40-41-8527	Miscellaneous Services & Suppl	335	500	0	500	510
40-41-8536	Operating Transfer Out	425,797	0	0	0	0
40-41-8537	Operating Transfer In	(450,226)	0	0	0	0

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
40-41-8541	Food Exp	0	100	0	100	102
40-41-8542	Beverage Exp	0	100	0	500	510
40-41-8543	Program Fees	20,239	30,000	788	22,500	22,950
40-41-8550	Property Taxes	470	500	470	500	510
	Total	**$749,737**	**$800,844**	**$566,916**	**$854,909**	**$846,944**

Capital Improvements

Account Code	Capital Improvements	Actual FY 2019-2020	Budgeted FY 2020-2021	Actual YTD FY 2020-2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
	Landscaping/Streetscapes		85,000	-	-	-
	Parks		495,000	182,539	151,000	-
	Building/Equipment			2,000		
	Total	**$66,177**	**$580,000**	**$184,539**	**$151,000**	**$-**

Zone #8 maintains the front entrance into Discovery Bay, the streetscapes, Cornell Park, and manages the Community Center park grounds. In fiscal year 21/22 plans are underway to complete:

- Resurface tennis courts 1, 2 & 3
- Complete Cornell Park upgrades funded by Prop 68 'Per Capita' Grant
- Replace pool lawn area with artificial turf

For a complete listing of capital projects and associated costs please see page 46.

Budgeted Fund Summary

Zone 8 Fund Summary	Year End Fund Balance FY 19/20	Budgeted Revenues FY 20/21	Budgeted Expenses FY 20/21	Budgeted Fund Balance FY 20/21	Estimated Revenues FY 21/22	Estimate Expenses FY 21/22	Estimate Fund Balance FY 21/22	Estimated Revenues FY 22/23	Estimate Expenses FY 22/23	Estimate Fund Balance FY 22/23
Beginning Fund Balance(Carryover)		**2,286,470**			**1,830,375**			**1,679,006**		
O&M Funds	1,449,696	885,450	885,450	1,449,696	854,909	854,909	1,449,696	889,915	889,915	1,449,696
Capital Improvement Funds	331,774	(101,095)	390,000	(159,321)	(35,369)	151,000	(345,690)	(53,408)	-	(399,099)
Revolving Funds	105,000	35,000	-	140,000	35,000		175,000	35,000	-	210,000
Reserve Funds	400,000	-	-	400,000	-	-	400,000	-	-	400,000
YE Fund Balance	**2,286,470**	**3,105,825**	**1,275,450**	**1,830,375**	**2,684,915**	**1,005,909**	**1,679,006**	**2,550,513**	**889,915**	**1,660,598**

The Zone 8 revenue is distributed to the O&M Funds, the Capital Improvements Funds, the Revolving Funds and the Reserve Funds per the annual budget.

O&M Funds are District revenues and expenses needed to operate the Lighting & Landscaping Zone 8 Services Department. This fund maintains a balance of 20-22% of the O&M expenses for operational cash flow.

Capital Improvement Funds are Zone 8 revenues and expenses needed for capital improvements of the landscaping and parks including the Community Center. These funds are generally budgeted revenues comprised of property taxes; and from cost recovery fees and charges derived from the recreational classes, facility rentals, donations, novelty/beverage/food sales and community center events.

Revolving Funds are for the future maintenance or improvements of the landscaping, parks, and vehicles replacements.

Reserve Funds have been established for emergency use for the Lighting and Landscape Zone 8 Department. This reserve is 50% of the Zone 8 operating budget.

Lighting & Landscaping Zone #8 Appropriations

The Discovery Bay Lighting and Landscape Zone #8 (Zone 8) receives annual funding through a portion of property taxes collected within its boundaries. Each year, the Town of Discovery Bay Community Services District (District) is responsible for identifying its appropriation limit in accordance Article XIII B of the California Constitution, known as the Proposition 4 or the GANN limit.

Staff collects the necessary information from the California Department of Finance and calculates the Appropriations Limit for Zone 8 for board approval every July. The calculation is based on the previous year's appropriation limit and factors in the change of California's per capita personal income and local population percentage change.

http://www.dof.ca.gov/Forecasting/Demographics/Estimates/documents/PriceandPopulation2021.pdf

Below is a snapshot of the history of previous Appropriations calculations by fiscal year.

	Historical Limit (With Permitted Increases)	Per Capita Personal Income Change	Per Capita Ratio*	Population Change	Population Ratio*	Fiscal Year Factor
Year 04/05	$ 352,279.00					
Year 05/06	$ 379,708.29	5.26	1.0526	2.4	1.024	1.0778624
Year 06/07	$ 402,876.48	3.96	1.0396	2.06	1.0206	1.06101576
Year 07/08	$ 431,200.71	4.42	1.0442	2.5	1.025	1.070305
Year 08/09	$ 461,481.34	4.29	1.0429	2.62	1.0262	1.07022398
Year 09/10	$ 469,171.69	0.62	1.0062	1.04	1.0104	1.01666448
Year 10/11	$ 458,900.84	-2.54	0.9746	0.36	1.0036	0.97810856
Year 11/12	$ 474,747.11	2.51	1.0251	0.92	1.0092	1.03453092
Year 12/13	$ 497,620.79	3.77	1.0377	1.01	1.0101	1.04818077
Year 13/14	$ 525,557.54	5.12	1.0512	0.47	1.0047	1.05614064
Year 14/15	$ 530,903.12	-0.23	0.9977	1.25	1.0125	1.01017125
Year 15/16	$ 556,915.93	3.82	1.0382	1.04	1.0104	1.04899728
Year 16/17	$ 592,397.12	5.37	1.0537	0.95	1.0095	1.06371015
Year 17/18	$ 619,784.89	3.69	1.0369	0.9	1.009	1.0462321
Year 18/19	$ 644,137.32	3.67	1.0367	0.25	1.0025	1.03929175
Year 19/20	$ 672,615.76	3.85	1.0385	0.55	1.0055	1.04421175
Year 20/21	$ 698,122.95	3.73	1.0373	0.06	1.0006	1.03792238
Year 21/22	$ 734,582.39	5.73	1.0573	-0.48	0.9952	1.05222496
				* Based on factors provided in the annual		
				Price and Population Information letter from		
				the California Department of Finance.		
				Dated May 2021		

Lighting & Landscaping Zone #9 Services Revenue, Operations & Maintenance, and Capital Improvements

The Lighting and Landscaping Zone #9 (Zone 9) receives its revenues from an Assessment. Annually an engineering report is completed by Herwit Engineering. The District uses this engineering report to calculate the operating revenue needed to maintain and operate the Lighting and Landscaping Zone 9.

Revenue

Account Code	Revenue	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
41-31-5120	Assessment Income	145,637	146,391	143,325	149,000	151,980
41-31-5226	CCC Vehicle Reimbursment	16,947	13,000	0	13,000	13,000
	Total Revenue	**$162,583**	**$159,391**	**$143,325**	**$162,000**	**$164,980**

Expenditures

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
41-41-7000	Salary & Wages	31,751	42,000	29,407	50,000	52,500
41-41-7003	ER Taxes	2,486	0	0	4,678	4,912
41-41-7105	Reimbursement of Insurance	0	0	0	4,678	4,912
41-41-7150	Temporary Employees	1,316	0	1,836	0	0
41-41-7180	Training Conferences Travel	1,264	1,000	12	1,000	1,000
41-41-7210	Dues & Subscriptions	20	200	0	50	50
41-41-7225	Memberships	0	400	0	400	400
41-41-7271	Consulting Services	2,075	3,900	0	2,000	3,900
41-41-7286	Legal - General	1,800	1,000	0	1,000	1,000
41-41-7301	Annual Audit Services	2,000	2,000	2,000	2,000	2,000
41-41-7317	Advertising	804	0	70	100	100
41-41-7361	Telephone - general	142	1,000	199	500	500
41-41-7362	Telecom - networking	166	700	0	700	700
41-41-7363	Telephone - cellular	1,418	1,200	1,236	1,200	1,200
41-41-7376	Road/Construction Materials	0	200	0	200	200
41-41-7392	Vehicle & Equipment - Fuel	5,080	5,000	3,074	5,000	5,000
41-41-7393	Vehicle & Equipment Sup & Rep	1,979	2,000	595	2,000	2,000
41-41-7406	General Repairs	0	100	0	100	100
41-41-7409	Info System - Maintenance	247	1,000	0	1,000	1,000
41-41-7410	Equipment Maintenance & Repair	1,305	1,500	984	1,500	1,500

Account Code	Expenditures	Actuals FY 2019-2020	Budgeted FY 2020-2021	Actuals to Date FY 2020-2021 thru 4/30/2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
41-41-7412	Computer Equipment & Supplies	278	750	0	750	750
41-41-7413	Miscellaneous Small Tools	1,026	2,500	1,368	2,500	2,500
41-41-7414	Equipment Repair	2,294	1,250	1,179	1,250	1,250
41-41-7421	Cleaning Supplies	29	500	50	500	500
41-41-7422	Minor Equipment/Furniture	0	500	0	500	500
41-41-7424	Postage	0	50	0	50	50
41-41-7425	Office Supplies	267	500	29	500	500
41-41-7438	Building Rent	0	9,000	6,500	0	0
41-41-7439	Equipment Rental/Leasing	144	1,000	587	1,000	1,000
41-41-7440	Facility Maintenance - Landsca	8,408	17,000	19,212	21,000	21,000
41-41-7441	Building Maintenance	3,669	4,000	0	1,000	4,000
41-41-7451	Insurance Liability & Property	2,880	1,680	129	2,000	2,000
41-41-7466	Permits & Fees	1,700	0	3,247	500	500
41-41-7469	Personal Protective Equipment	2,880	3,000	1,617	3,000	3,000
41-41-7481	Utilities/Electrical Cost	1,130	1,350	839	1,350	1,350
41-41-7482	Utilities/Water Cost	20,760	25,000	13,025	25,500	26,000
41-41-7483	Utilities/Waste Cost	3,599	3,000	0	3,000	3,000
41-41-7527	Miscellaneous Services & Suppl	320	500	122	1,000	500
41-41-7536	Operating Transfer Out	60,694	0	0	0	0
41-41-7537	Operating Transfer In	(58,574)	0	0	0	0
41-41-7545	Revenue Collection	0	600	423	600	600
	Total	**$107,793**	**$136,880**	**$87,738**	**$144,106**	**$151,974**

Capital Improvements

Account Code	Capital Improvements	Actual FY 2019-2020	Budgeted FY 2020-2021	Actual YTD FY 2020-2021	Budgeted FY 2021-2022	Budgeted FY 2022-2023
	Landscaping/Streetscapes	0	0	0	0	25,000
	Parks	0	173,000	0	0	0
	Building/Equipment	1,565	0	0	0	0
	Total	**$1,565**	**$173,000**	**$160,000**	**$0**	**$25,000**

Lighting and Landscaping Zone 9 is the Ravenswood area of Discovery Bay. There are no capital improvement plans for FY21/22.

Budgeted Fund Summary

Zone 9 Fund Summary	Year End Fund Balance FY 19/20	Budgeted Revenues FY 20/21	Budgeted Expenses FY 20/21	Budgeted Fund Balance FY 20/21	Estimated Revenues FY 21/22	Estimate Expenses FY 21/22	Estimate Fund Balance FY 21/22	Estimated Revenues FY 22/23	Estimate Expenses FY 22/23	Estimate Fund Balance FY 22/23
Beginning Fund Balance(Carryover)		**353,334**			**202,845**			**220,739**		
O&M Funds	60,334	136,880	136,880	60,334	144,106	144,106	60,334	151,974	151,974	60,334
Capital Improvement Funds	173,000	2,511	173,000	2,511	(2,106)		405	(6,994)	25,000	(31,589)
Revolving Funds	45,000	20,000	-	65,000	20,000		85,000	20,000	-	105,000
Reserve Funds	75,000	-	-	75,000	-	-	75,000	-	-	75,000
YE Fund Balance	**353,334**	**512,725**	**309,880**	**202,845**	**364,845**	**144,106**	**220,739**	**385,719**	**176,974**	**208,745**

The Zone 9 revenue is distributed to the O&M Funds, the Capital Improvements Funds, the Revolving Funds and the Reserve Funds per the annual budget.

O&M Funds are District revenues and expenses needed to operate the Lighting & Landscaping Zone 9 Services Department. This fund maintains a balance of 20-22% of the O&M expenses for operational cash flow.

Capital Improvement Funds are Zone 9 revenues and expenses needed for capital improvements of the landscaping and parks. These funds are generally budgeted revenues comprised of the Engineering Report Assessment.

Revolving Funds are for the future maintenance or improvements of the landscaping, parks, and vehicles replacements.

Reserve Funds have been established for emergency use for the Zone 9 Lighting & Landscape Department. This reserve is 50% of the Zone 9 operating budget.

Lighting & Landscaping Zone #9 Engineer's Report

As part of the annual assessment process for the Ravenswood Improvement District (Zone 9), the Town of Discovery Bay Board of Directors adopt a Resolution annually, which directs HERWIT Engineering to prepare the assessment report. HERWIT provides the Draft of the Final Assessment Engineer's Report to District Staff. In that report, HERWIT determines assessed costs per parcel based on the operating budget.

HERWIT Engineering lists all factors leading to any increased assessment as well as the funds needed to maintain the reserve amount and cover the increased cost of operations.

The Annual Assessment can be viewed on the Districts website at http://www.todb.ca.gov/.

Capital Projects

The Capital Improvement Projects for Fiscal Year 2021/20221 are valued at $12.6M. The budgeted projects include funding necessary to properly service, maintain and support the essential functions of District operations; continued rehabilitation of the wastewater lift stations as well as Water and Wastewater pipeline maintenance and replacements, Lighting & Landscaping Projects, and equipment purchases.

Wastewater Capital Improvements and Structures & Replacements

For FY 2021/2022 the Wastewater CIP and Structures & Replacements include the state-mandated Denitrification Project, design was completed FY20/21, currently the FY21/22 CIP for this project is estimated at $7.4M to begin construction, the total construction budget will be finalized in the near future. $600K is budgeted for the purchase of a new Vac Truck, other misc other capital purchases and CIP items such as lift station improvements, solar dryer panel replacements and a Recycle Water Master Plan are budgeted as well.

Water Capital Improvements and Structures & Replacements

For FY 2021/2022 The Water CIP and Structures & Replacements includes four (4) projects at a total combined cost of $2.7M. The CIP projects include Water Supply Capacity (source, treatment & storage) and Upgrades & Maintenance of the Existing Water Supply Facilities, Water Distribution System Upgrades and Replacements, as well as Infrastructure Replacements as required.

Building and Improvements Capital

In fiscal year 2021/2022, the District plans to improve upon its physical security systems at our Water & Wastewater plant facilities along with an upgrade to its Cyber Security and Information Technology platforms. The District plans to begin the process of relocating its offices away from Treatment Plant on Willow Lake Road.

Revolving funds for Infrastructure Replacements and Maintenance

In fiscal year 2021/2022, the District plans to add additional funds into the infrastructure replacement funds. $275,000 for wastewater, $250,000 for water.

Lighting & Landscaping Zone #8, Community Center & Zone #9 Capital

Zone #8 Community Center Pool project will be completed in June 2021, for FY21/22 the pool lawn will be replaced with artificial turf. In FY 2021/2022 the TODB CSD is using the Prop 68 “Per Capita” Grant to upgrade facilities at Cornell Park. Zone #9 Ravenswood Park Play Structure will be completed in May 2021. Zone #9 does not have any capital projects for FY 2020/2021.

Capital Project Listing

Project #	Project Name	FY 21/22 Year (1)	FY 22/23 Year (2)	FY 23/24 Year (3)	FY 24/25 Year (4)	FY 25/26 Year (5)
Water						
	CIP for Water Supply Capacity (Source, Treatment and Storage)					
6001	Well 8 - Site Acquisition, CEQA, Exploratory, Production Well, Pipeline, Design & Construction for 1,800 gpm well (STAND ALONE WELL PROJECT) Entire Project, including engineering, studies, monitoring well	1,248,000	2,400,000	912,000		
	Well 9 - Site Acquisition, CEQA, Exploratory, Production Well, Pipeline, Design & Construction					1,310,000
	Abandon and Destroy Well 5A and Site Decommissioning		80,000			120,000
	Upgrades and Maintenance for Existing Water Supply Facilities					
6003	Well Rehab every 3-4 years (Wells 2, 4A, 6)			465,000		
6007	Filter Repair (Newport & Willow)	660,000	330,000			
6008	Stabilization Soils	12,500				256,000
6017	Upgrade Hypo Tanks	83,000				
	Water - Replacements					
6010	Mainline CIP Program Long-Term (budget to replace/upgrade 46 Miles total for DB) REPLACE 18 MILES OF ORIGINAL AC PIPE	500,000	750,000	1,000,000	1,500,000	2,000,000
6011	Cathodic Protection	250,000				
	Master Plans					
6020	America's Water Infrastructure Act (AWIA) Emergency Response & Emergency Preparedness Plans	50,000				

Capital Project Listing (Continued)

Project #	Project Name	FY 21/22 Year (1)	FY 22/23 Year (2)	FY 23/24 Year (3)	FY 24/25 Year (4)	FY 25/26 Year (5)
Wastewater						
7001	Annual Wastewater Lift Station Improvements	200,000				
7018	Denitrification Project	10,000,000	9,000,000		-	-
7019	Mainline Piping Replacement - 235 ft of pipe replacement Lakeview Business Plaza from Cherry Hills			250,000		
7006	RAS & WAS Pumping System		132,000			
7022	V Truck Pumpstation Lagoons	100,000				
7014	Emergency Storage Drain to Pump Sta. W				75,000	
7015	Solids Handling Improvements				180,000	
7016	WAS Pumps and Check Valves Replacement				107,000	
7017	Collection System Pump Stations			180,000		
7023	O&M Manual Update			100,000		
7021	Recycle Water Master Plan	100,000				
7024	Vac Truck Replacement	600,000				
7025	Solar Dryer Panel Replacement Program	230,000				260,000
7026	Mole Replacement Program	80,000		83,000		
	Relocate District Office					
8002	Move District Main Office Building to new site due to Willow Lake Storage Tank	400,000	2,600,000			
8003	Vehicle & Equipment Purchases - Truck	30,000	30,000			
8004	District Security Phase 3	380,000				
8005	Cyber Security/Information Technology - system and hardware upgrades	150,000		100,000		
Zone 8						
	Landscaping					
4001	Medians landscape replacement-DB BLVD Median landscape replacement	40,000				
	Community Center					
	Tennis Courts – Resurface Courts 1,2&3	30,000				
	Community Center Pool lawn replacement with artificial turf	81,000				

Capital Project Listing (Continued)

Project #	Project Name	FY 21/22 Year (1)	FY 22/23 Year (2)	FY 23/24 Year (3)	FY 24/25 Year (4)	FY 25/26 Year (5)
Zone 9						
5002	**Landscaping**					
	Wilde enhancements		25,000			
	Total Capital Budget	**15,224,500**	**15,347,000**	**3,090,000**	**1,862,000**	**3,946,000**

Public Financing Authority

A Public Financing Authority or (PFA) is a tax-exempt bond issuing authority that was created by local governments, for local governments, with the goal of increasing and streamlining economic development projects. PFA was established to simplify the issuance of conduit bonds.

The Town of Discovery Bay, prior to issuing Revenue Bonds that will be necessary to finance large capital projects, must first become a member of a financing authority. While there are a number of financing authorities throughout the state which the District could join and become a member, it is also not uncommon for two agencies to form their own Joint Powers Authority (JPA) to facilitate the establishment of a financing authority.

In 2012 District staff met with the staff of the Byron Bethany Irrigation District (BBID) and both parties along with their Board of Directors decided that the two agencies create a JPA to establish a financing authority. As a result, two separate JPA's were formed – one for the benefit of Discovery Bay and one for the benefit of the BBID. This provides both agencies the ability to utilize the JPA as a financing authority as they deem appropriate. Each JPA is solely responsible for their Authority.

The JPA's mutually benefit both the Town as well as the BBID in that either district could utilize the financing powers of their respective JPA to issue Municipal Bonds as future needs arise.

The formation of the JPA's requires two separate legal public entities to facilitate the creation of a new legal entity in accordance with Article 1 of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California. It is a five-member board governs the Town of Discovery Bay JPA, comprised of the Board of Directors for the Town and a five-member board governs the BBID JPA, comprised of the Board of Directors for the BBID (the "Governing Board(s)").

At the time of the formation, there were minimal cost implications to the Town of Discovery. The costs were related to staff time spent on administrative tasks associated with meetings of the JPA. In the future, there would be significant interest cost savings for financings associated with the JPA.

Debt Service

The 2012 Municipal bonds were issued for $14,100,000. The projects under this bond are listed below:
** to date all monies have been expended.*

2012 Bonded Projects	Bond Year	Project Cost
Water Project Improvements		
Planning & Construction of Well #7	2012	$1,500,000.00
Wastewater Project Improvements		$250,000.00
UV Bank 4 Installation	2012	$500,000.00
Lift Station F Rehabilitation	2012	$1,050,000.00
Influent Pump station	2012	$400,000.00
Re-Activate Pump Station W	2012	$250,000.00
Emergency Storage Facilities	2012	$6,050,000.00
Splitter Box, Ox Ditch, Clarifier, RAS Pumps at Plant 2, Standby Aerators	2012	$3,800,000.00
New Solar Dryer and Belt Presses	2012	$300,000.00
Contingency	2012	
Total		***$14,100,000.00**

In 2017 the District issued its second Municipal bond for $8,825,000. The projects under this bond are listed below: ** investors paid a premium for these bonds, variance between $8.825M and $8.900M.*

2017 Bonded Projects	Bond Year	Project Cost
Water Project Improvements		
Water Meter Completion Project	2017	$1,500,000.00
Wastewater Project Improvements		
Filtration Project	2017	$7,400,000.00
Total		***$8,900,000.00**

Debt Service Payments

Debt Service Payments	Bond	Date	Amount Paid
Deutsche Bank	2012	Fiscal Year 2013	$393,450.86
US Bank	2012	Fiscal Years 2014 to 2020	$5,771,848.50
US Bank	2012	Fiscal Year 2021	$823,162.51
Total 2012 Bond			**$6,988,461.87**
US Bank	2017	Fiscal Years 2018 to 2020	$1,052,109.11
US Bank	2017	Fiscal Year 2021	$526,565.76
Total 2017 Bond			**$1,578,674.87**
Grand Total			**$8,567,136.74**

Future Debit Service Payments	Bond	Date	Annual Amount
US Bank	2012	Fiscal Year 2021-2022	$831,562.50
US Bank	2017	Fiscal Year 2021-2022	$523,868.76

Bond Balance 6/30/2021 (Estimated)

Financial Institution	Bond	Total Balance (Est)
US Bank	2012	$11,675,000
US Bank	2017	$8,245,000
Total		**$19,920,000**

District Awards

The Town has earned the following awards and recognition:

- District of Distinction
- District Transparency Certificate of Excellence
- Special District Governance Platinum-Level through *Special District Leadership Foundation (SDLF).*
- 2020 SDRMA Safety Award Recipient

The Board of Directors and the General Manager of the Town of Discovery Bay have each achieved individual recognition in SDLF Special District Governance

Supplemental Information

Glossary

ADOPTED OPERATING BUDGET: The official budget as approved by the Board of Directors at the start of each fiscal year.

APPROPRIATION: A legal authorization by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

BENEFITS: These include retirement/pension, health, life and disability insurance, worker's compensation, vacation, administrative, medical, and special leave of absence time.

BUDGET: A plan of financial operation comprised of estimated expenditures for a given period (a single fiscal year for the District) and the proposed means of financing the expenditures (through revenues).

BUDGET MESSAGE: A written discussion of the proposed budget presented by the Finance Manager to the Board of Directors.

CAPITAL IMPROVEMENT PROJECT (CIP): The budget unit to group all activities and costs necessary to implement a specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Projects often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

DEBT SERVICE: Established for the payment of interest and principal on all debt other than payable exclusively from special assessments.

DEPARTMENT: A major organizational group of the District with overall management responsibility for an operation or a group of related operations within a functional area.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position, the results of the operations, and adopts a budget for the coming year. The Town of Discovery Bay's fiscal year is from July 1 to June 30.

FUND: A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities of attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE: Is an accumulation of revenues minus expenditures. Each fund maintained by the District has a fund balance. Fund balance can be used in future years for purposes determined by Board of Directors.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard of performance for a given program.

PRELIMINARY BUDGET: A budget in its preliminary preparation stage prior to review and formulation by the Board of Directors. In the preliminary stage, a budget forecasting current costs into the future and new or modified spending proposals for the future.

PROPOSED BUDGET: The budget as formulated and proposed by Finance Manager; it is submitted to the Board of Directors for review and approval.

RESOLUTION: A special or temporary order of a legislative body requiring less formality than an ordinance.

REVENUE: Money that the District receives as income such as utility payments, fees from specific services, receipts from other governments, fines, grants, and interest income.

SALARIES AND BENEFITS: Compensation paid to or on behalf of District employees for salaries and wages, and overtime. Benefits include health, and life, Dental and Vision.

Certificate of Completion

Virtual Workshop: SDLA Module 3 - Board's Role in Finance

5/12/2021

Michael Callahan

Town of Discovery Bay Community Services District

Neil C. McCormick, CSDA Chief Executive Officer

California Special Districts Association

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5/12/2021

Carolyn Graham

Town of Discovery Bay Community Services District

Neil C. McCormick, CSDA Chief Executive Officer

California Special Districts Association

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5/26/2021

Ashley Porter

Town of Discovery Bay Community Services District

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