



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET**

**Regular Board Meeting
Wednesday, February 7, 2018**

7:00 P.M. Regular Board Meeting

**Community Center
1601 Discovery Bay Boulevard**



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY**

Wednesday February 7, 2018

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: 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 must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

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 DRAFT minutes of regular meeting for January 17, 2018.
2. Approve Register of District Invoices.
3. Approve the Parks and Recreation Event Calendar for 2018.
4. Approve the Team Building Workshop for Town Management.
5. Approve Agency Comment Request – Development Plan Application – DP18-3003 – Lot Merger 3961 Lighthouse Place and 3957 Lighthouse Place.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report
2. Sheriff's Office Report
3. CHP Report

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action regarding the Community Center Swimming Pool and Equipment Shed.
2. Discussion and Possible Action regarding the Acceptance of Fee Waivers approved by the General Manager for the following 2018 Program, Activities, and Events.
3. Discussion and Possible Action regarding Stantec's Revised Proposal to Prepare an Operations and Maintenance Manual for Wastewater Treatment Plants 1 and 2.

H. MANAGER'S REPORT

I. INFORMATIONAL ITEMS ONLY

J. DIRECTORS' REPORTS

1. Standing Committee Reports
2. Other Reportable Items

K. GENERAL MANAGER'S REPORT

L. CORRESPONDENCE RECEIVED

1. Received Byron Municipal Advisory Council meeting minutes for November 28, 2017.
2. Received Contra Costa County Board of Supervisors Notice of a Public Hearing regarding Zoning Text Amendment on February 6, 2018.
3. Received Contra Costa County Aviation Advisory meeting minutes for November 9, 2017.
4. Received Contra Costa County Aviation Advisory meeting minutes for January 11, 2018.

M. FUTURE AGENDA ITEMS

N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

O. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Government Code 54957 (Position: General Manager)
2. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representative: Kevin Graves/Rod Attebery
Unrepresented Employee: General Manager
3. Conference with Legal Counsel—Anticipated Litigation Pursuant to Government Code Section 54956.9(b)
One potential Case

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Q. ADJOURNMENT

1. Adjourn to the next regular meeting of February 21, 2018 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."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday January 17, 2018

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: 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. – By President Graves in remembrance of the tragedy and Suicide Awareness.
2. Pledge of Allegiance – Led by President Graves.
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 DRAFT minutes of regular meeting for December 20, 2017.
2. Approve Register of District Invoices.
3. Approve the Independent Audit Services for Fiscal Year 2016-17.
4. Approve Delta Roofing Bid to Construct New Roof to the Building at Well Site #3 and the Building at Well Site #4.

Motion by: Director Pease to approve the Consent Calendar.

Second by: Director Leete.

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Battalion Chief Ross Macumber – Provided the details regarding the East Contra Costa Fire Protection District Report related to the number of calls for the month of December, the Strike Team invited to the home Ellen DeGeneres, March 10, 2018 Open House Station 5, now on Nextdoor, and the situation of not receiving emails. There was discussion regarding the types of ECCFPD calls received, and the recognition of businesses for the delivery of goods and raising money for the North Bay Fires.

E. PRESENTATIONS

1. Award Presented to Former Board President Robert Leete – Newly seated Board President Kevin Graves presented an award to Director Robert Leete for his service as Board President during 2017.
2. Wastewater Plant No. 2 Update – District Engineer Harris and Project Manager Sadler– Provided an update regarding Plant No. 2 related to the operations of the Filtration System and the problem with the Algae Bloom, no Permit violations. There was discussion regarding the process of how other Facilities take care of the Algae Bloom, and the reason why the Algae Bloom appeared. The Filtration System is now within permit guidelines.

F. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of December.

Project Manager Berney Sadler – Provided the details of the December 2017 Monthly Operations Report; also provided a picture of the Force Main Vortex Box. There was discussion regarding the flushable items in the Force Main Vortex Box.

There was one Public Comment speaker regarding the flushable items; educate the residents.

President Graves – Provided information regarding flushable items as an education piece.

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action regarding Recommendations to County on Short Term Rentals and Transient Occupancy Tax.

General Manager Davies – Provided the details regarding the recommendations to the County on Short Term Rentals and Transient Occupancy Tax related to the Questionnaire. Supervisor Burgis will be hosting a District 3 All MAC meeting to be held in Bethel Island on Wednesday, January 31st at 6:00 p.m.

President Graves – Stated that Lea Castleberry Deputy, Chief of Staff will be representing Discovery Bay.

There was discussion regarding the collection of the tax, the need for representation from Discovery Bay at the meeting on January 31, 2018, and an obligation to attend the meeting.

Motion by: Director Leete to authorize President Kevin Graves, Director Christ Steele and General Manager Davies to attend the District 3 All MAC meeting and represent the Board on Wednesday, January 31st at 6:00PM at a TBD Location in Bethel Island and to send the questionnaire.

Second by: Director Steele

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

2. Discussion and Possible Action regarding Stantec’s Proposal to Prepare Operations and Maintenance Manual for Wastewater Treatment Plants 1 and 2.

General Manager Davies – Provided the details regarding Stantec’s proposal to prepare the O&M Interactive version of the manual.

District Engineer Harris – Provided additional details and a PowerPoint regarding the O&M manual related to the different options for the Interactive Online Manual. There was discussion regarding the IOM, the need for a hardcopy of the manual and the hosting of the manual. The discussion continued regarding the different options, cost for the IOM, training/online support, and to negotiate the SCADA portion for a later date.

List below of the items to be brought back to the Board:

1. Option to locally get the data and bring back at any time.
2. Timeframe for hosting at no cost.
3. Tech support training - 18 months and training.
4. 2 year timeframe notice before Stantec will no longer host.
5. Hold on Option 3 and Option 4 – negotiating.

District Engineer Harris – Stated the items will be worked out in the contract – will send a copy to General Manager Davies and place on the next board agenda.

Legal Counsel Attebery – Provided additional items:

1. SCADA Programming – use our District as a “Reference” – at no charge.
2. 18 months for Tech Support and Training.

This item will be brought back to the next board meeting.

3. Discussion and Possible Action regarding Special District Representation on LAFCO.

General Manager Davies – Provided the details regarding the Special District Representation on LAFCO.

President Graves – Proposed that Vice-President be the alternate.

Motion by: Director Leete to select the President and the Vice-President as alternate and no nomination of a candidate from this Board.

Second by: Director Pease.

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

H. INFORMATIONAL ITEMS ONLY

None

I. DIRECTORS' REPORTS

1. Standing Committee Reports.

President Graves – Handed out the process for conducting a public meeting.

Director Pease – Water and Wastewater Committee – Stated that he is comfortable with the cost of the O&M manual and for Stantec to prepare the O&M Manual.

Director Steele – Parks and Recreation Committee – Discussed the Community Center Swimming Pool (repairs needed), GreenPlay Workshop.

Vice-President Mayer – Attended the ECCFPD meeting, the P6 meeting (voted for license plate readers)

2. Other Reportable Items.

J. MANAGER'S REPORT

Recreation Programs Supervisor Kaiser – Provided an update regarding the Parks and Recreation Committee meeting related to GreenPlay Conference call; scheduling a Special Board Workshop for February 21, 2018 at 4:30 p.m. – All Board members will attend the Special Board Workshop – One item – GreenPlay Conference Call. There was discussion related to cancelling the February 21, 2018 Regular Parks and Recreation meeting and schedule a Special Board Workshop for February 21, 2018 beginning at 4:30 p.m.

K. GENERAL MANAGER'S REPORT

1. Adapting to Rising Tides.

General Manager Davies – Provided an update regarding adapting to rising tides; project starting in East Contra Costa County – studies the effects of rising tides on our shorelines caused by climate change. This program is of the San Francisco Bay Conservation and Development Commission.

L. CORRESPONDENCE RECEIVED

1. Received State Route 4 Bypass meeting minutes for July 13, 2017.

2. Received Contra Costa Special District Association meeting minutes for October 16, 2017.

3. Received Housing Authority of the County of Contra Costa (HACCC).

4. Received Department of Contra Costa County Conservation and Development regarding Notice of Intent to Render an Administrative Decision related to Pantages at Discovery Bay dated January 11, 2018.

M. FUTURE AGENDA ITEMS

1. Grant Progress Update– General Manager Davies provided the update; Explored a couple of Grants and those Grants offered have not worked in with our current projects.

N. ADJOURNMENT

1. The meeting adjourned at 8:34 p.m. to the regular meeting on February 7, 2018 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 01-22-19

<http://www.todb.ca.gov/agendas-minutes>



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 07, 2018

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

MRD

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 \$ 431,758.63

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 2017/2018
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2017/2018
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2017/2018

AGENDA ITEM: C-2

**Request For Authorization To Pay Invoices (RFA)
For The Meeting On February 07, 2018
Town of Discovery Bay CSD
For Fiscal Year's 7/17 - 6/18**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Contra Costa County Reimbursement				
Mt. Diablo Resource Recovery	1415372	40Yd Green (Z35,Z57,Z61)	12/31/17	\$750.00
Tee Janitorial & Maintenance	9136	Janitorial Service Jan 2018 (Z57,Z61)	01/20/18	\$80.00
		Contra Costa County	Sub-Total	\$830.00
Water				
Aflac	11451	Supplemental Insurance Jan 2018	01/25/18	\$331.30
Alhambra	13710019 011918	Bottle Water Service	01/19/18	\$15.39
American Retrofit Systems	5157	Install Outlet	01/10/18	\$80.00
Big Dog Computer	BDC33353	IT Support, Install Software	01/10/18	\$158.00
Big Dog Computer	BDC33354	IT Support, Research And Resolve Issues	01/19/18	\$39.00
Bill Pease	Jan-18	Expense Report Jan 2018	01/30/18	\$230.00
CaliforniaChoice Benefit Admin	2854119/53040	Medical Benefits March 2018	01/29/18	\$7,197.02
Cash	3	Petty Cash Reimbursement	01/23/18	\$3.28
Chris Steele	JAN 2018	Expense Report Jan 2018	01/30/18	\$190.54
Cintas	185640550	Mats, Etc.	01/10/18	\$16.40
Cintas	185641602	Mats, Etc.	01/17/18	\$4.11
Cintas	38K106140	Mats, Etc.	01/24/18	\$31.55
Contra Costa County	128	Permit Electric Sign Board	01/30/18	\$1,114.80
County Of Contra Costa, Dept of Info Tec	11535	Data Processing Charges Dec 2017	01/25/18	\$20.60
DIRECTV	33331223996	Jan 2018 Service for EOC	01/18/18	\$27.83
Discovery Pest Control	230344	Pest Control	01/17/18	\$27.20
ECS Imaging, Inc.	12812	Annual Maintenance For Laserfiche	01/18/18	\$360.00
Freedom Mailing Service, Inc	32821	Water Bill Processing Dec 2017	01/13/18	\$2,087.35
Gladwell Governmental Services, Inc.	3820	Records Retention Review FY 2017-2018	01/20/18	\$100.00
J.W. Backhoe & Construction, Inc.	11	Water Meter Installation Project	11/20/17	\$213,031.32
J.W. Backhoe & Construction, Inc.	2926	Replace AMS Discovery Bay Blvd	01/22/18	\$1,728.09
J.W. Backhoe & Construction, Inc.	2929	Water Leak Discovery Bay Blvd	01/22/18	\$2,431.87
Kevin Graves	JAN 2018	Expense Report Jan 2018	01/30/18	\$236.54
Lesley Marable	JAN 2018	Expense Report Dec 2017 & Jan 2018	01/30/18	\$36.69
Luhdorff & Scalmanini	33514	Water Meter Project Dec 2017	12/31/17	\$13,217.60
Luhdorff & Scalmanini	33514	General Services Dec 2017	12/31/17	\$2,712.50
Luhdorff & Scalmanini	33515	Bi-Annual Well Testing Dec 2017	12/31/17	\$580.00
Luhdorff & Scalmanini	33516	Newport Scada Upgrades Dec 2017	12/31/17	\$20,331.96
Luhdorff & Scalmanini	33517	DWSAPP's For Wells Dec 2017	12/31/17	\$4,365.50
Luhdorff & Scalmanini	33518	Well 4A Rehab Dec 2017	12/31/17	\$1,595.00
Matrix Trust Co TPA# 207	13145 013118	457(b) 01/16/18-01/31/18	01/31/18	\$287.01
Neopost	7900044908684658/118	Postage	01/15/18	\$2.16
Neumiller & Beardslee	290197	PLC Project Dec 2017	01/19/18	\$2,727.50
Neumiller & Beardslee	290197	General Services Dec 2017	01/19/18	\$1,894.33
Neumiller & Beardslee	290197	Litigation Dec 2017	01/19/18	\$43.00
Office Depot	993821722001	Office Supplies	01/03/18	\$125.60
Office Depot	993824162001	Office Supplies	01/03/18	\$21.29
Office Depot	994899199001	Office Supplies	01/08/18	\$26.40
Office Depot	995138340001	Office Supplies	01/11/18	\$20.29
Office Depot	995138471001	Office Supplies	01/06/18	\$16.32
Pacific Gas & Electric	1521433231-2/010918	Electric & Gas Bill	01/09/18	\$4,653.29
Pacific Gas & Electric	2943721807-5/010818	Electric & Gas Bill	01/08/18	\$22,750.06
R & B Company	S1711948.001	Drinking Water Sample Station	01/17/18	\$519.52
R & B Company	S1711948.002	Drinking Water Sample Station	01/22/18	\$16.12
ReliaStar Life Insurance Company	#JRS2 457(B) 013118	457(b) 01/16/18-01/31/18	01/31/18	\$122.00
Ricoh USA, Inc	5052044432	Photocopier	01/16/18	\$46.82
Robert Leete	JAN 2018	Expense Report Jan 2018	01/30/18	\$138.00
SDRMA	25601	Ancillary Benefits Feb 2018	01/22/18	\$691.09
SDRMA	62112	Property/Liability Insurance 2017-2018	01/12/18	\$2,065.06
Shred-It USA-Concord	8123906756	Shredding Service	01/07/18	\$23.76
TASC	450775312003/218	IRS Sec 125 Health Spending Plan Feb 2018	02/07/18	\$406.66
Tee Janitorial & Maintenance	9136	Janitorial Service Jan 2018	01/20/18	\$285.60
Underground Service Alert	18010298	Annual Membership	01/20/18	\$178.18
Univar	SJ858037	Chemicals Delivered 01/08/18	01/09/18	\$288.30
Univar	SJ858038	Chemicals Delivered 01/08/18	01/09/18	\$299.93
Veolia Water North America	90138334	Preventative & Corrective Dec 2017	01/25/18	\$4,427.91
Water Utility Customer	Plymouth	Closed Account, Refund Overpayment	01/23/18	\$350.00
Water Utility Customer	Yellowstone	Closed Account, Refund Overpayment	01/25/18	\$93.54

Water Utility Customer	Gold Creek	Closed Account, Refund Overpayment	01/26/18	\$34.19
Water Utility Customer	Brookhaven	Closed Account, Refund Overpayment	01/24/18	\$19.79
William Mayer	JAN 2018	Expense Report Jan 2018	01/30/18	\$138.00

Water	Sub-Total	\$315,013.16
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Wastewater

Aflac	11451	Supplemental Insurance Jan 2018	01/25/18	\$496.96
Alhambra	13710019 011918	Bottle Water Service	01/19/18	\$23.09
American Retrofit Systems	5157	Install Outlet	01/10/18	\$120.00
Big Dog Computer	BDC33353	IT Support, Install Software	01/10/18	\$237.00
Big Dog Computer	BDC33354	IT Support, Research And Resolve Issues	01/19/18	\$58.50
Bill Pease	Jan-18	Expense Report Jan 2018	01/30/18	\$345.00
CaliforniaChoice Benefit Admin	2854119/53040	Medical Benefits March 2018	01/29/18	\$10,795.54
Cash	3	Petty Cash Reimbursement	01/23/18	\$5.91
Chris Steele	JAN 2018	Expense Report Jan 2018	01/30/18	\$285.81
Cintas	185640550	Mats, Etc.	01/10/18	\$24.59
Cintas	185640550	Uniforms	01/10/18	\$5.56
Cintas	185641602	Mats, Etc.	01/17/18	\$6.17
Cintas	185641602	Uniforms	01/17/18	\$5.56
Cintas	38K106140	Mats, Etc.	01/24/18	\$47.33
Cintas	38K106140	Uniforms	01/24/18	\$5.56
Contra Costa County	128	Permit Electric Sign Board	01/30/18	\$1,672.20
County Of Contra Costa, Dept of Info Tec	11535	Data Processing Charges Dec 2017	01/25/18	\$30.90
DIRECTV	33331223996	Jan 2018 Service for EOC	01/18/18	\$41.74
Discovery Pest Control	230344	Pest Control	01/17/18	\$40.80
ECS Imaging, Inc.	12812	Annual Maintenance For Laserfiche	01/18/18	\$540.00
Gladwell Governmental Services, Inc.	3820	Records Retention Review FY 2017-2018	01/20/18	\$150.00
Kevin Graves	JAN 2018	Expense Report Jan 2018	01/30/18	\$354.81
Lesley Marable	JAN 2018	Expense Report Dec 2017 & Jan 2018	01/30/18	\$55.04
Matrix Trust Co TPA# 207	13145 013118	457(b) 01/16/18-01/31/18	01/31/18	\$430.52
Neopost	7900044908684658/118	Postage	01/15/18	\$3.24
Neumiller & Beardslee	290197	General Services Dec 2017	01/19/18	\$2,841.49
Neumiller & Beardslee	290197	Litigation Dec 2017	01/19/18	\$64.50
Office Depot	993821722001	Office Supplies	01/03/18	\$188.39
Office Depot	993824162001	Office Supplies	01/03/18	\$31.95
Office Depot	994899199001	Office Supplies	01/08/18	\$39.61
Office Depot	995138340001	Office Supplies	01/11/18	\$30.44
Office Depot	995138471001	Office Supplies	01/06/18	\$24.49
Pacific Gas & Electric	1181942262-4/010618	Electric & Gas Bill	01/06/18	\$2,768.84
Pacific Gas & Electric	7312115758-7/011018	Electric & Gas Bill	01/10/18	\$31,900.60
ReliaStar Life Insurance Company	#JRS2 457(B) 013118	457(b) 01/16/18-01/31/18	01/31/18	\$183.00
Ricoh USA, Inc	5052044432	Photocopier	01/16/18	\$70.23
Robert Leete	JAN 2018	Expense Report Jan 2018	01/30/18	\$207.00
SDRMA	25601	Ancillary Benefits Feb 2018	01/22/18	\$1,036.63
SDRMA	62112	Property/Liability Insurance 2017-2018	01/12/18	\$569.60
Shred-It USA-Concord	8123906756	Shredding Service	01/07/18	\$35.63
TASC	450775312003/218	IRS Sec 125 Health Spending Plan Feb 2018	02/07/18	\$609.98
Tee Janitorial & Maintenance	9136	Janitorial Service Jan 2018	01/20/18	\$428.40
Underground Service Alert	18010298	Annual Membership	01/20/18	\$267.27
Veolia Water North America	69483	Effluent Filtration Project May 2017	07/26/17	-\$246.08
Veolia Water North America	90138329	Large Replacement Dec 2017	01/25/18	\$4,300.00
Veolia Water North America	90138330	Vehicle Repair & Maintenance Dec 2017	01/25/18	\$1,387.93
Veolia Water North America	90138331	Misc. Small Tools Dec 2017	01/25/18	\$921.68
Veolia Water North America	90138332	Effluent Filtration Project Dec 2017	01/25/18	-\$1,119.81
Veolia Water North America	90138333	UV Parts Dec 2017	01/25/18	\$2,504.95
Veolia Water North America	90138334	Preventative & Corrective Dec 2017	01/25/18	\$8,627.62
William Mayer	JAN 2018	Expense Report Jan 2018	01/30/18	\$207.00

Wastewater	Sub-Total	\$73,663.17
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Grand Total	\$389,506.33
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**Request For Authorization To Pay Invoices (RFA)
For The Meeting On February 07, 2018
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/17 - 6/18**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Zone 8				
Cintas	185640551	Uniforms	01/10/18	\$62.57
Cintas	185641603	Uniforms	01/17/18	\$55.42
Cintas	38K106136	Uniforms	01/24/18	\$54.95
Hydropoint Data Systems, Inc.	CU034341/32314	WeatherTrak Cornell Park	01/03/18	\$235.00
Mt. Diablo Resource Recovery	1415372	40Yd Green	12/31/17	\$300.00
Mt. Diablo Resource Recovery	17-0001966/122917	Com 2 Yd Bin	12/29/17	\$318.35
Pacific Gas & Electric	0869258994-1/010718	Electric & Gas Bill	01/07/18	\$496.78
Pacific Gas & Electric	5939734421-5/011218	Electric & Gas Bill	01/12/18	\$8,269.56
Tee Janitorial & Maintenance	9136	Janitorial Service Jan 2018	01/20/18	\$720.00
Town of Discovery Bay, CSD	9-900-000-002-7.02	Water Bill 12/01/17-12/31/17	12/31/17	\$15.29
Town of Discovery Bay, CSD	9-900-000-004-2.01	Water Bill 12/01/17-12/31/17	12/31/17	\$55.76
Town of Discovery Bay, CSD	9-900-000-004-2.02	Water Bill 12/01/17-12/31/17	12/31/17	\$35.00
Town of Discovery Bay, CSD	9-900-000-004-2.03	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-2.04	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	9-900-000-004-2.05	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	9-900-000-004-2.06	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	9-900-000-004-2.07	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-2.08	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-2.09	Water Bill 12/01/17-12/31/17	12/31/17	\$50.36
Town of Discovery Bay, CSD	9-900-000-004-2.10	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-4.01	Water Bill 12/01/17-12/31/17	12/31/17	\$51.27
Town of Discovery Bay, CSD	9-900-000-004-4.02	Water Bill 12/01/17-12/31/17	12/31/17	\$104.33
Town of Discovery Bay, CSD	9-900-000-004-4.03	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-4.04	Water Bill 12/01/17-12/31/17	12/31/17	\$17.09
Town of Discovery Bay, CSD	9-900-000-004-4.05	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	9-900-000-012-0.01	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	581	Payroll Reimbursement Dec 2017	01/25/18	\$8,161.28
Total				\$19,384.81
Community Center				
Alhambra	13710019 011918	Community Center-Bottle Water Service	01/19/18	\$38.87
Big Dog Computer	BDC33355	Community Center-IT Support, Conference Phone	01/24/18	\$35.00
Cintas	185640551	Community Center-Mats, Etc.	01/10/18	\$71.54
Cintas	185641603	Community Center-Mats, Etc.	01/17/18	\$19.76
Cintas	38K106136	Community Center-Mats, Etc.	01/24/18	\$72.48
Comcast	8155400350238372/118	Community Center-Internet Service	01/22/18	\$216.35
Contra Costa Health Services	IN0204278	Community Center-Pool Health Permit 2018-2019	01/30/18	\$730.00
Contra Costa Health Services	IN0205758	Community Center-Health Permit 2017-2018	01/24/18	\$388.00
Discovery Pest Control	228472	Community Center-Pest Control	01/03/18	\$99.00
Lincoln Aquatics	EW003095	Community Center-Pool Maintenance	01/09/18	\$117.24
Mt. Diablo Resource Recovery	17-0013218/122917	Community Center-Com 3 Yd Bin	12/29/17	\$444.66
Mt. Diablo Resource Recovery	19-0001222/123117	Community Center-20Yd Trash	12/31/17	\$810.94
Office Depot	993780138001	Community Center-Office Supplies	01/03/18	\$121.22
Office Depot	997037304001	Community Center-Office Supplies	01/12/18	\$17.83
Office Depot	997040036001	Community Center-Office Supplies	01/12/18	\$42.85
Office Depot	997892850001	Community Center-Office Supplies	01/15/18	-\$28.12
Pacific Gas & Electric	5702839598-6/010718	Community Center-Electric & Gas Bill	01/07/18	\$930.83
Shannon Gay Leyen	6	Community Center-Program Fees	01/11/18	\$336.00
Tee Janitorial & Maintenance	9136	Community Center-Janitorial Service Jan 2018	01/20/18	\$260.00
Town of Discovery Bay, CSD	9-900-000-002-6.02	Community Center-Water Bill 12/01/17-12/31/17	12/31/17	\$30.40
Town of Discovery Bay, CSD	9-900-000-002-6.03	Community Center-Water Bill 12/01/17-12/31/17	12/31/17	\$220.23
Town of Discovery Bay, CSD	581	Community Center-Payroll Reimbursement Dec 2017	01/25/18	\$11,917.62
Watersavers Irrigation Inc.	1930257-00	Community Center-Landscape Maintenance	01/12/18	\$73.16
Watersavers Irrigation Inc.	1930264-00	Community Center-Landscape Maintenance	01/12/18	\$1,250.29
Watersavers Irrigation Inc.	1930759-00	Community Center-Landscape Maintenance	01/15/18	\$48.11
Total				\$18,264.26
Grand Total				\$37,649.07

Request For Authorization To Pay Invoices (RFA)
For The Meeting On February 07, 2018
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/17 - 6/18

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Cintas	185640551	Uniforms	01/10/18	\$62.58
Cintas	185641603	Uniforms	01/17/18	\$55.43
Cintas	38K106136	Uniforms	01/24/18	\$54.96
Mt. Diablo Resource Recovery	1415372	40Yd Green	12/31/17	\$150.00
Pacific Gas & Electric	0403377952-3/010618	Electric & Gas Bill	01/06/18	\$44.07
Tee Janitorial & Maintenance	9136	Janitorial Service Jan 2018	01/20/18	\$280.00
Town of Discovery Bay, CSD	9-900-000-004-3.01	Water Bill 12/01/17-12/31/17	12/31/17	\$29.60
Town of Discovery Bay, CSD	9-900-000-004-3.02	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	9-900-000-004-3.03	Water Bill 12/01/17-12/31/17	12/31/17	\$46.76
Town of Discovery Bay, CSD	580	Payroll Reimbursement Dec 2017	01/25/18	\$3,833.07
			Total	\$4,603.23



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 7, 2018

Prepared By: Mac Kaiser, Recreation Programs Supervisor
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

2018 Parks and Recreation Event Calendar.

Recommended Action

Approve the Parks and Recreation Event Calendar for 2018.

Executive Summary

2018 represents the 5th full year of event programming at the Community Center and the 6th full year of summer programming. The Community Center continues to offer a variety of programming for all age groups, not only at the Community Center itself, but also at other Town facilities.

The Community Center continues to develop as a hub of activity and staff continues to offer or partner with various community groups to provide a variety of free as well as paid programming throughout the year. There also continues to be a variety of private parties that occur year-round including birthdays, family reunions, and many others that schedule the Center for their events.

Staff has developed the attached event schedule for Board consideration. The events listed are those which have been held in the past, as well as new ones for 2018 for a total of 22 events. If the schedule is approved, these events will not come back before the Board for further authorization. Once each date and event type is accepted by the Board, Staff will then block those times and provide the event sponsor approval to proceed with their event planning.

All other events are subject to the terms and conditions in the Park Usage Rental Policy (Policy #013) and District Recreation Facilities Alcohol Policy (Policy #022). Both Policies are attached.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

N/A

Attachments

Proposed 2018 Public Event Calendar
Board Policies #013 and #022.

AGENDA ITEM: C-3

2018 Town/Public Calendar - Draft

2018 Event Dates	Times	Location	Event Title	Event Description	Approximate Attendance Numbers	Event Sponsors	Vendors on site	Food on site	Alcohol on site	Town/County Licenses Required	Fees Charged/Waived
March 10, 11, 17, & 18	9-4PM	Cornell Park	Pony Jamboree	Pony Seasonal Opening Scrimmage Games	100+	Brentwood Pony	No	No	No	TODB Facility Permit	Fees Charged
March 24	7-12PM	DBCC	Easter Egg Hunt	DB Lions Club Easter Egg Hunt	400+	DB Lions Club	No	No	No	TODB Facility Permit	Fees Waived
April 11	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
April 28	8AM-12PM	DBCC	Pet's on Parade	Family friendly event for dogs	50	Town & DB Lions Joint Event	Yes	No	No	TOBD Facility Permit CCC Health permit	Fees Waived/Lions to donate net proceeds back for dog park specific improvements
May 5 & 6	6AM-9PM	DBCC	Inaugural Discovery Bay Doubles Tennis Tournament	Family friendly event and fund raiser for the renovation of courts 3 & 4.	60-100	Town Event	Yes	Yes	Yes	TODB Facility Permit CCC Health Permit ABC License	N/A Town Event
May 9	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
June 2	8AM-11PM	DBCC	Summer Jam Concert in the Park	Family friendly event featuring live music, food and alcohol in partnership with the DB Lions Club.	350+	Town & DB Lions Joint Event	Yes	Yes	Yes	TODB Facility Permit CCC Health Permit ABC License	Fees Waived/Lions to donate 50% of net proceeds back to Town for specific Park/Facility project
June 15, 23	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-125	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
June 13	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
June 23	11AM-4PM	DBCC	Town 20th Anniversary Event	Family friendly event in celebration of 20 years featuring music, food, free public swimming, and a host of dignitaries, etc.	100-400	Town Event	Yes	Yes	No	CCC Health Permit	N/A Town Event
July 11	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged

2018 Town/Public Calendar - Draft

July 13	7PM-10PM	DBCC	Evening Cool by the Pool	Family friendly evening swim and music under the stars	50	Town Event	No	No	No	TODB Facility Permit	N/A Town Event
July 20, 27	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-125	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
August 8	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
TBD	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-125	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
Sept 10	8AM-8PM	DBCC	Car Show	Classic, Hot Rod, Motorcycle Car show, food/beer, and vendors	300-400	DB Lions	Yes	Yes	Yes	TODB Facility Permit CCC Health Permit ABC License	Fees Charged
TBD	6:30-10:30PM	DBCC	Friday Night Movie in the Park	Family friendly movies on the event lawn at the Community Center	50-125	Town Event	No	Yes	No	CCC Health Permit Movie Licensing	N/A Town Event
September 12	3:00-9:00PM	DBCC	Food Truck Round-Up	Family friendly event. "Off the Grid" style event featuring a variety of unique/gourmet dinner trucks, live music and vendor booths.	200-400	Discovery Bay Chamber of Commerce	Yes	Yes	Yes	TODB Facility Permit CCC Health permit ABC License ECCFPD Event Permit	Fees Charged
September 22	8:00AM - 8:00PM	DBCC	Summer Jam	Kids zone, possible car show, business vendors, food vendors, concert and petting zoo. Alcohol Sales	500-1,000	DB Lions	Yes	Yes	Yes	TPDB Facility Permit CCC Health Permit ABC Permit ECCFPD	Fees Charged
Dec	TBD	DBCC	Holiday Parade	Judging, Breakfast with Santa, vendors for event located in the CC parking lot	1000+	DB Lions/ Chamber of Commerce Joint Event	Yes	Yes	No	TODB Facility Permit CCC Health Permit ECCFPD Event Permit	Fees Waived for use of parking lot only



Town of Discovery Bay

Program Area: Parks and Landscaping	Policy Name: Park & Facility Usage & Rental Policy	Policy Number: 013
Date Established: April 20, 2011	Date Amended: May 3, 2017	Resolution: 2016-17

I. GENERAL INFORMATION

The Park & Facility Usage and Rental Policy outlines specific regulations and requirements associated with the permitted rental of a public facility and/or area within the Town of Discovery Bay Community Services District (District) owned or operated park. Obtaining a permit shall grant the user basic usage and access rights for the approved purpose and time only. Any fees or deposits established by the District Board of Directors shall be paid by the applicant prior to the approval of the permit. All users shall comply with County, State and Federal laws.

The District reserves the right to cancel, revoke or suspend any and all reservations, permits and applications if deemed inappropriate, flagrantly disrespectful or if harmful activities are taking place in the park or facility. No notice is required and, in some cases, the Sheriff will be notified and enforcement action will be requested. Violations of this policy may result in forfeiture of fees and/ or deposit.

Facilities and parks available for rental include:

1. Cornell Park, Tennis Court
2. Cornell Park, Pickle Ball Courts
3. Cornell Park, Baseball Field
4. Cornell Park, Soccer Field
5. Cornell Park, Shaded Picnic Area
6. Cornell Park, Horse Shoe Pits or Bocce Courts
7. Ravenswood Park, Covered Picnic Area 1
8. Ravenswood Park, Covered Picnic Area 2
9. Ravenswood Park, Soccer Field
10. Community Center, Tennis Court(s)
11. Community Center, BBQ Area
12. Community Center, Reception Area
13. Community Center, Arts and Crafts/Meeting Room
14. Community Center, Multi-Purpose Room
15. Community Center, Event lawn
16. Community Center, Swimming Pool

II. ELIGIBILITY & PRIORITY

The District reserves the right to exclude or remove activities it deems inappropriate for public use. District business will take precedence over any and all other meetings. Groups that have a reservation in advance are subject to cancellations, in rare circumstances, to accommodate this priority. All fees will be returned to the user if the District requires a cancellation or relocation of the reserved event.

In issuing permits, priority shall be given to Discovery Bay residents and events serving the Discovery Bay community.

III. RESERVATION REQUIREMENTS

The renter must be over 18 years of age, and submit a complete Reservation Form to the Community Center, a refundable damage deposit, and all applicable user fees and insurance as described in Insurance Requirements. Renters are required to provide the name and phone number of the principal contact person and a secondary contact. This person must be present onsite during the approved rental period and will be the emergency contact, and is responsible for ensuring compliance with the policies outlined. A copy of the permit must be onsite and available upon request by District staff or representatives during approved rental period.

Single day reservation may be made up to one (1) year in advance. Long-term league reservations may be made up to four (4) months in advance, unless previously approved by the Town of Discovery Bay CSD Board of Directors.

No reservation or agreement will be approved or signed until the requesting user has paid the applicable deposits and fees.

Insurance Requirements: All sports leagues, organizations, or inflatable play equipment operators are required to provide the District with a CERTIFICATE OF LIABILITY INSURANCE showing valid liability coverage in the amount of \$1,000,000. A separate ADDITIONAL INSURED ENDORSEMENT must be submitted listing the "Town of Discovery Bay CSD, its officers, officials, employees, and volunteers" as additional insured on the policy. Insurance Certificates must be submitted to the District at least five (5) days prior to the scheduled reservation.

Cancellations: Park Rental cancellations occurring five (5) business days or more prior to the event will be refunded all fees and deposits. Cancellations occurring four (4) business days or less prior to the event will forfeit all applicable fees but be refunded all of the deposit.

Cancellation for Indoor Facility Rentals at the Community Center occurring sixty (60) days or more prior to the event will be refunded all fees and deposits. Cancellations less than sixty (60) days, but more than thirty (30) days prior to the event date will forfeit 25% of the total fees. Cancellations less than thirty (30) days prior to the event date, but more than fifteen (15) days prior to the event date will forfeit 50% of the total fees. Cancellations occurring less than fifteen (15) days prior to the event date will forfeit all applicable fees. In all cases of cancellation, the deposit shall be returned.

Cancellation fees above do not reflect any cancellation processing fees. Processing fees are in addition to the cancellation fees described here.

Clean Up: Renters are required to clean up and return the park or area to the original condition. Trash must be placed in the receptacles provided. Trash that does not fit in the trash receptacle must be disposed of properly by the renter.

Reasonable party decorations are permitted. However, users may not put staples or nails into any tree, sign, wall or table for any purpose. All decorations must be taken down and removed from the facility.

Deposit Forfeiture: Renter agrees to take full responsibility for the behavior of their guests during the rental period. Children must be supervised at all times by adults. Any charges for damage to the park or facility or its furnishings will be deducted from the deposit. Rentals that exceed the reserved time period will be charged the hourly rate to be deducted from the deposit. Failure to leave the rented area in satisfactory condition will result in deposit forfeiture. Upon a satisfactory inspection of the premises by District staff, the deposit check will be destroyed or returned to the applicant.

Prohibited Activities: No person shall consume, possess, sell, serve or cause to be served, any alcoholic beverage of any kind within any park area, unless expressly authorized in advance of the event by the Board of Directors. The General Manager, or designee, is authorized to approve service of alcoholic beverages for private events taking place at the Discovery Bay Community Center once a complete and approved application is received and all insurance requirements and other conditions of approval are approved. See Special Conditions regarding the serving and or/sale of Alcoholic beverages, below. Fires and barbecues (BBQ) shall be permitted only in grills already provided in the park. There shall be no overnight events or camping at any Discovery Bay park facility unless expressly authorized in advance of the event by the Board of Directors.

Gambling activities are expressly prohibited at all Town of Discovery Bay Parks and Recreation facilities. Individuals or groups of individuals in violation of this prohibited activity shall immediately cease the prohibited activity. Failure to cease shall result in the immediate notification of local law enforcement authorities.

Renter agrees that they will comply with all state and local laws including but not limited to activities that require a state or local permit. At the discretion of the General Manager, or designee, security may be required on a case by case basis.

Special Conditions regarding the serving and or/sale of Alcoholic beverages:

If alcohol is to be served or sold, it must be indicated on the rental application. The General Manager or Board of Directors, as identified above, must approve any application which includes consumption or sale of alcohol. Once approved, it is the responsibility and liability of the Renter and/or organization renting the facility. At the discretion of the General Manager, or designee, security may be required on a case by case basis.

To sell alcoholic beverages at your event, a valid alcohol permit from the California Department of Alcoholic Beverage Control Board (A.B.C.) must be obtained. The permit must be on file with the District offices at least ten (10) days prior to your event.

Food and Alcohol may be consumed without an Alcohol permit from the A.B.C. when there is no monetary exchange for the food, beverages or admission charged for the event.

Violation of any of these requirements will result in immediate termination of Renter's event and will result in forfeiture of the damage deposit.

The District may require additional deposits, insurance and/or security for events where alcohol is served. These additional requirements will be determined by the circumstances of each rental request.

Food Preparation: Food and non-alcoholic beverages may be served, but not prepared on site for any indoor facility rentals at the Community Center.

Exhibitions, Events, Festivals, Meeting and Assemblies: Any person, group, society, club or organization wishing to set up or maintain any exhibition, place of amusement, concert, picture show, bandstand, performance, entertainment or other form of amusement or function where the expected attendance is fifty (50) people or more occupying the park at any one time, must first obtain written authorization from the District's General Manager. These types of requests must be submitted no less than sixty (60) days prior to the event.

IV. MISCELLANEOUS

Any policy listed herein may be waived or modified on a case-by-case basis and at the discretion of the Board of Directors.

Requirements listed herein, except those identified as "prohibited", may be waived or modified on a case-by-case basis by the General Manager, or designee, upon the finding of public interest; any such modification (including modification to fees) shall be summarized on the next available board agenda.

Policy Established:

April 20, 2011

Policy Amended:

July 16, 2013

January 8, 2014

December 16, 2015

October 19, 2016

May 3, 2017



Town of Discovery Bay

Program Area: Parks & Recreation	Policy Name: Alcohol Policy	Policy Number: 022
Date Established: September 3, 2014	Date Amended: N/A	Resolution: 2014-21

POLICY STATEMENT

The Town of Discovery Bay Community Services District supports the ability to allow renters of District facilities the ability to host private parties and to serve or consume alcohol during facility rentals when it is determined by staff to be feasible and age appropriate. This policy provides the framework to guide renters in the process to be able to serve or consume alcohol for private parties and events. The Policy outlines the procedural structure that adjusts to the different types of facility rentals based on the number of planned attendees. Management within the District must determine the appropriateness for alcohol consumption during all potential rentals to maintain consistency with this policy.

APPLICATION, AGREEMENT, & SPECIAL ALCOHOL PERMIT

Each potential renter that would like to serve or consume alcohol during a facility rental must fill out the appropriate application and agreement as well as the special alcohol permit. The rental applicant must also meet all guidelines listed in the agreement. The District reserves the right to accept or reject an individual or group's offer to serve or consume alcohol. It is strictly prohibited to sell or barter alcohol, and will be cause for immediate revocation of the permit and the cancellation of the event.

SPECIAL ALCOHOL PERMIT QUALIFICATIONS

- **Age** - Any person seeking to rent a District facility who intends on serving or consuming alcohol must be 21 years of age with a valid ID, and anyone who wishes to serve or consume alcohol during the rental must be 21 years of age and have a valid ID. Special Alcohol permits will not be issued if the guest of honor is a minor or if the majority of the attendees are minors.
- **Applications & Fees** - All applicants must fill out a rental application for the facility they would like to rent. All rental fees and deposits must be paid in full prior to the event. The Special Alcohol permit must be filled out completely and submitted at least (2) weeks prior to the rental. The alcohol permit fee for the Special Alcohol Permit is based on the number of attendees who will be present during the rental period.

1-50 Attendees - \$50
51-100 Attendees - \$75
100+ Attendees - \$100
- **Insurance** - Applicants are required to provide a certificate of insurance that names the Town of Discover Bay as an additional insured providing general liability insurance in and amount of not less than \$1,000,000 for each occurrence and \$1,000,000 general aggregate. The Town of Discovery Bay may be able to obtain a certificate of insurance for the event at the expense of the applicant.

DETERMINING AND APPROVAL – SPECIAL ALCOHOL PERMIT

Once the District has received a Special Alcohol permit application, the Department Manager will review the permit and make sure that all qualifications have been met. Completed forms will be reviewed for approval by the General Manager, or designee, prior to issuance of a Special Alcohol Permit.

FACILITIES

The following are the District facilities at which serving or consumption of alcohol may be approved during facility rentals with the required permits and fees

Indoor Facilities

Discovery Bay Community Center's Cabrillo Room
Discovery Bay Community Center's Marina Room
Discovery Bay Community Center's Discovery Room

Outdoor Facilities

Discovery Bay Community Center's Event Lawn
Discovery Bay Community Center's BBQ Area

RULES AND REGULATIONS

1. A District facility attendant will be present for rentals with 50+ attendees. An added fee of \$15.00/hour or partial will be assessed prior to the event based upon the anticipated timeframes. Any additional expenses shall be paid in full at the conclusion of the event or may be deducted from the security deposit .
2. All guests who will be served alcohol must be at least 21 years old and be able to provide a valid ID. Guests who cannot provide a valid ID will be acknowledged as a minor. There are No Exceptions.
3. Alcohol service includes beer, wine, & champagne. Liquor and other distilled spirits are prohibited (Glass beer bottles are prohibited).
4. Alcohol may only be brought in by the person or organization responsible for the rental or a licensed caterer. Guests may not bring their own beverages to the event. Non-Compliance may result in the cancellation of the event at the discretion of Town staff.
5. Alcohol is not to be consumed outside of the rental area(s), and shall not be consumed in entry ways or parking lots.
6. All rentals that request alcohol must have a certificate of insurance that names Town of Discovery Bay as an additional insured, as described above.
7. Alcohol will not be permitted when the guest of honor is a minor, or when a majority of the attendees are minors.
8. Alcohol service must stop (30) minutes before the designated end time of the rental.
9. There may be additional requirements for rentals with more than (50) attendees including but not limited to necessity of security, at the discretion of Town staff.
10. Alcohol service or consumption that has not been approved or fails to comply with all requirements of the agreement will result in termination of rental, and forfeiture of rental deposit.
11. The event host is responsible to fulfill all requirements of the agreement. The District is not responsible for any loss of the rental expense due to the requirements not being met.



Town of Discovery Bay

“A Community Services District”

STAFF REPORT

Meeting Date

February 7, 2018

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

MRD

Agenda Title:

Approve Team Building Workshop for Management Staff.

Recommended Action:

Approve Team Building Workshop for Town management staff and authorize the General Manager to execute all documents in furtherance thereof in an amount not to exceed \$10,000.00.

Executive Summary:

The Town’s current management staff has been working together for a little over a year. During this time, we have shifted from a siloed departmental structure to that of an organizational team. Our goal is to develop into a cohesive leadership team that works efficiently and effectively together for the overall benefit of the Town. It’s now time to take our management team to a new level by holding a facilitated Team Building Workshop.

The purpose of holding a Team Building Workshop is to improve group collaboration, innovation and creativity; break down barriers to communication; boost overall team performance through unified values and mission objectives; improve morale, efficiency and productivity; and build respect and appreciation for fellow team members.

The Team Building Workshop will be held offsite to eliminate distractions and allow the group to focus. The services of a third-party facilitator trained in team building will be retained to conduct the workshop, including any preliminary and post workshop work. The 3-day workshop is currently targeted to take place in May 2018.

The Team Building Workshop was approved in the FY17-18 budget.

Estimated Budget (tax inclusive):

Meeting Room Site:	\$ 900.00
Participant Lodging:	\$2,000.00
Participant Travel & Per Diem:	\$1,200.00
Consultant Fee & Workshop Expenses:	\$3,750.00
Consultant Pre-Workshop Lodging:	\$ 200.00
Consultant Pre-Workshop Travel & Per Diem:	\$ 620.00
Consultant Workshop Lodging:	\$ 400.00
Consultant Workshop Travel & Per Diem:	\$ 875.00
Contingency	\$ 55.00
TOTAL	\$10,000.00

Previous Relevant Board Actions for This Item

Attachments



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 7, 2018

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

MRD

Agenda Title

Agency Comment Request – Development Plan Application – Lot Merger of 3957 and 3961 Lighthouse Place, Discovery Bay.

Recommended Action

Authorize the General Manager to complete and sign the "Agency Comment Request" for lot merger request #DP18-3003 noting no comment.

Executive Summary

The Contra Costa County Department of Conservation and Development has requested input regarding an applicant's request for approval of a lot merger located at 3957 and 3961 Lighthouse Place, Discovery Bay.

Staff has reviewed the project plans and has no concerns or comments. Upon board approval, no comment will be noted on the Agency Comment Request.

Previous Relevant Board Actions for This Item

None.

Attachments

Agency Comment Request – Development Plan Application – DP17- 3052.

AGENDA ITEM: C-5



1/11/18
9
AW

AGENCY COMMENT REQUEST

Date Jan. 10, 18

We request your comments regarding the attached application currently under review.

DISTRIBUTION

Internal

Building Inspection Grading Inspection
 Advance Planning Housing Programs
 Trans. Planning Telecom Planner
 ALUC Staff HCP/NCCP Staff
 APC Floodplain Tech County Geologist

Health Services Department

Environmental Health Hazardous Materials

Public Works Department

Engineering Services (Full-size) Traffic
 Flood Control (Full-size) Special Districts

Local

Fire District East County
 Consolidated - (email) fire@cccfd.org

Sanitary District Discovery Bay

Water District Discovery Bay
City of _____

School District(s) _____

LAFCO _____

Reclamation District # _____

East Bay Regional Park District

Diablo/Discovery Bay/Crockett CSD

MAC/TAC _____

Improvement/Community Association

CC Mosquito & Vector Control Dist (email)

Others/Non-local

CHRIS - Sonoma State

CA Fish and Wildlife, Region 3 - Bay Delta

Native American Tribes

Additional Recipients

DISTRICT III

Please submit your comments to:

Project Planner Joseph Lawlor
Phone # 925 674-7802
E-mail Joseph.Lawlor@dcd.cccounty.us
County File # DP18-3003

Prior to February 6, 2018

We have found the following special programs apply to this application:

N/A Active Fault Zone (Alquist-Priolo)
~~BAF~~ Flood Hazard Area, Panel # 06013C03886
N/A 60-dBA Noise Control
N/A CA EPA Hazardous Waste Site

AGENCIES: Please indicate the applicable code section for any recommendation required by law or ordinance. Please send copies of your response to the Applicant and Owner.

Comments: None Below Attached

Print Name _____

Signature _____ DATE _____

Agency phone # _____



CONTRA COSTA COUNTY
 Department of Conservation & Development
 Community Development Division

2018 JAN -9 PM 1:39

DEVELOPMENT PLAN APPLICATION
 TO BE COMPLETED BY OWNER OR APPLICANT

PROPERTY OWNER(S) Name <u>CHRIS & LAUREN MALONEY</u> Address <u>2105 SAND POINT RD.</u> City, State/Zip <u>DISCOVERY BAY CA 94505</u> Phone <u>209 608 7772</u> email <u>CRM@WCMALONEY.COM</u>	APPLICANT Name <u>CHRIS & LAUREN MALONEY</u> Address <u>2105 SAND POINT RD.</u> City, State/Zip <u>DISCOVERY BAY CA 94505</u> Phone <u>209 608 7772</u> email <u>CRM@WCMALONEY.COM</u>
By signing below, owner agrees to pay all costs, including any accrued interest, if the applicant does not pay costs. <input type="checkbox"/> Check here if billings are to be sent to applicant rather than owner. Owner's Signature <u>[Signature]</u>	By signing below, applicant agrees to pay all costs for processing this application plus any accrued interest if the costs are not paid within 30 days of invoicing. Applicant's Signature <u>[Signature]</u>

CONTACT PERSON (optional) Name <u>THAD TRIPLETT - SDG ARCHITECTS</u> Address <u>3361 W WATKINS ST. STE 120</u> City, State/Zip <u>ROBERTSON, CA 94513</u> Phone <u>925 634 7000</u> email <u>TTRIPLETT@SDGARCH.COM</u>	PROJECT DATA Total Parcel Size: <u>.58A (25412 S.F.)</u> Proposed Number of Units: <u>1</u> Proposed Square Footage: <u>5,799</u> Estimated Project Value: <u>2,300,000</u>
---	--

Project description (attach supplemental statement if necessary): .COM
Lot MERUER - 3961 & 3957 LIGHTHOUSE BLVD, DISCOVERY BAY CA 94505 (LOT 21 & 22 OF SUB. 6979 - BOOK 331 OF MBS, PG. 20)

FOR OFFICE USE ONLY

Project description: The applicant requests a Development Plan Modification Permit to modify Development Plan #DP 86-3001, to merge two lots.

Property description:

Ordinance Ref.:	TYPE OF FEE	FEE	CODE	Assessor's #: <u>008-470-001 & 002</u>
Area: <u>Discovery Bay</u>	*Base Fee/Deposit	<u>\$1000</u>	S-	Site Address: <u>3961 & 3957 Lighthouse</u>
Fire District: <u>East County</u>	Late Filing Penalty (+50% of above if applicable)	<u>/</u>	S-066	Zoning District: <u>P-1</u>
Sphere of Influence: <u>-</u>	#Units <u> </u> x \$185.00	<u>/</u>	S-014	Census Tract: <u>3040.04</u>
Flood Zone: <u>B & AE</u>	Sq. Ft. x \$0.20	<u>/</u>		Atlas Page: <u>N-28</u>
Panel Number:	Notification Fee	<u>15.00 / 30.00</u>	S-052	General Plan: <u>SM</u>
x-ref Files: <u>DP 86-3001</u>	Fish & Game Posting (if not CEQA exempt)	<u>75.00</u>	S-048	Substandard Lot: YES <input type="checkbox"/> NO <input type="checkbox"/>
	Environmental Health Dept.	<u>57.00</u>	5884	Supervisory District: <u>3</u>
	Other:			Received by: <u>J Lawlor</u>
Concurrent Files: <u>LL 18-0001</u>	TOTAL	\$ <u>1030</u>		Date Filed: <u>1/9/2018</u>
	Receipt	# <u>18000369</u>		File # <u>DP 18-3003</u>
*Additional fees based on time and materials will be charged if staff costs exceed base fee.				

INSTRUCTIONS ON REVERSE

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

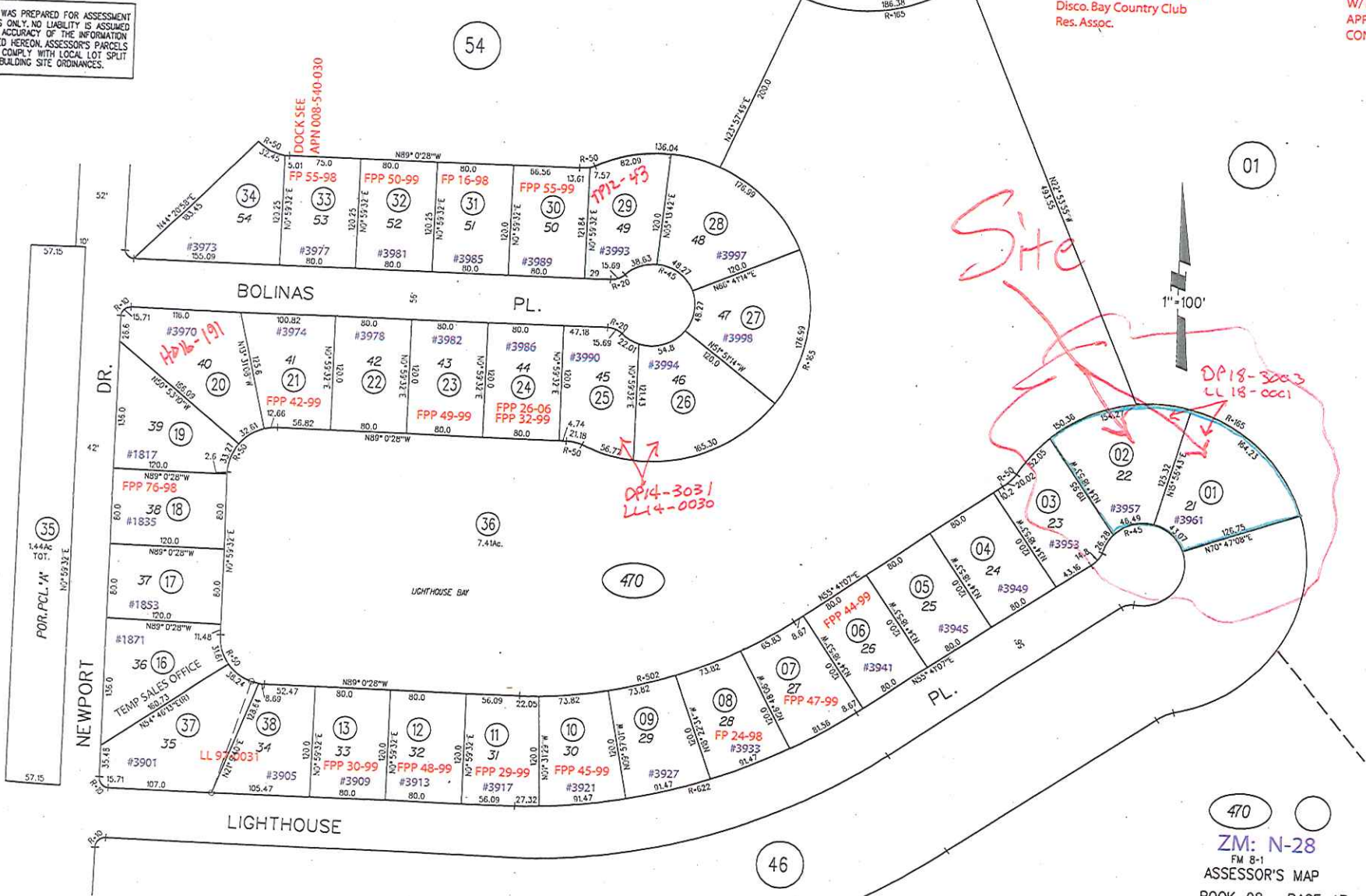
APN 008-470-038
FPP 3-99

POR. TRACT 6979
PHASE OF SUB ~~6700~~ 6700 M.B. 331-21 "DISCOVERY BAY"

3001-86
~~3001-85~~
P-1 R-6 GUIDE
NO PARK FEE / FULL CREDIT
Needs Arch. Approval from
Disco. Bay Country Club
Res. Assoc.

CT.3040.01

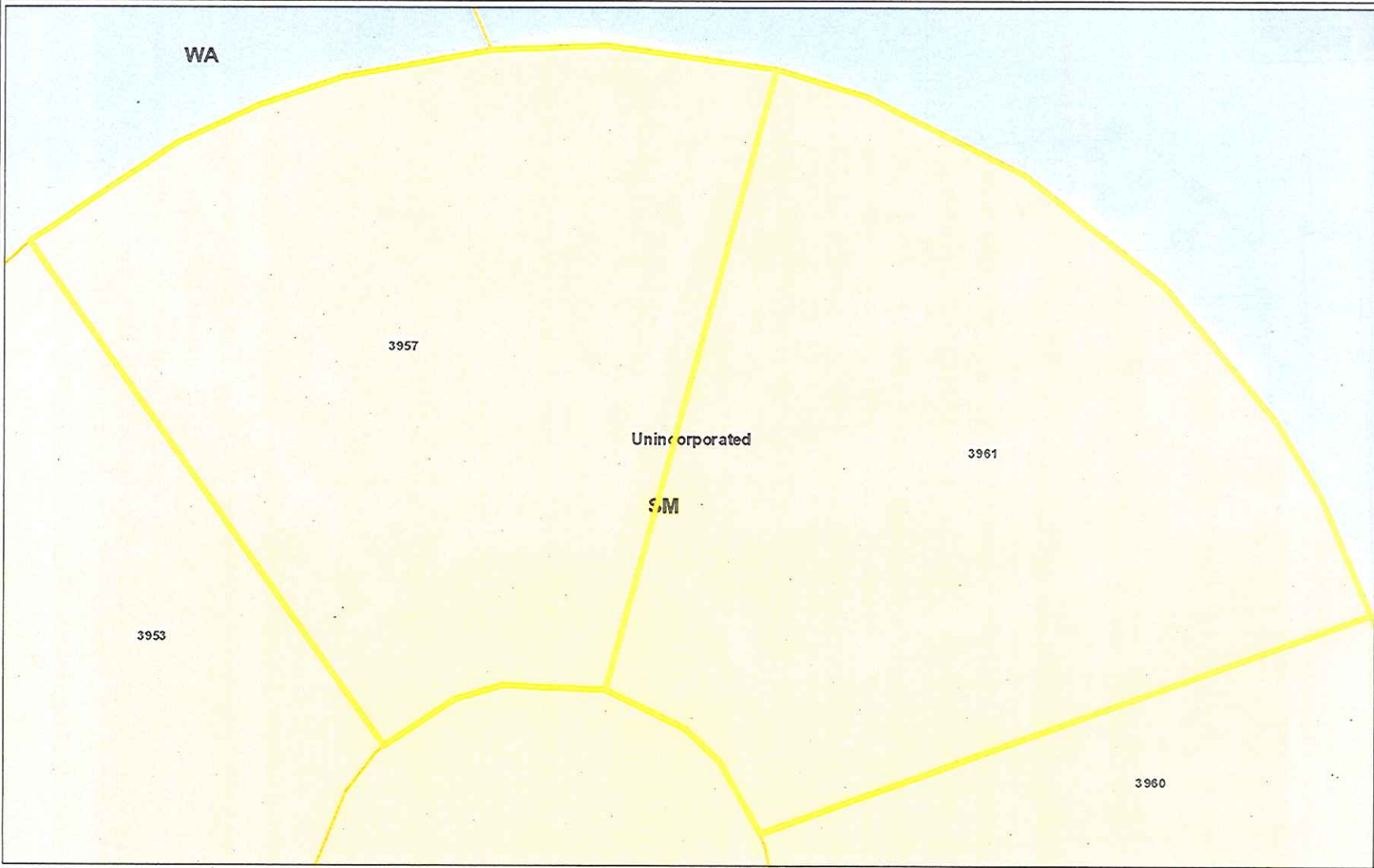
15'58
W/ HOA
APPVL
COND #2



PB
11

470
ZM: N-28
FM 8-1
ASSESSOR'S MAP
BOOK 08 PAGE 17

General Plan: SM



- Legend**
- Assessor Parcels
 - City Limits
 - Unincorporated
 - Highways
 - Highways Bay Area
 - Streets
 - General Plan**
 - SV (Single Family Residential - Ver)
 - SL (Single Family Residential - Low)
 - SM (Single Family Residential - Me)
 - SH (Single Family Residential - Hig)
 - ML (Multiple Family Residential - Lc)
 - MM (Multiple Family Residential - M)
 - MH (Multiple Family Residential - H)
 - MV (Multiple Family Residential - V)
 - MS (Multiple Family Residential - V)
 - CC (Congregate Care/Senior Housi)
 - MO (Mobile Home)
 - M-1 (Parker Avenue Mixed Use)
 - M-2 (Downtown/Waterfront Rodeo)
 - M-3 (Pleasant Hill BART Mixed Use)
 - M-4 (Willow Pass Road Mixed Use)
 - M-5 (Willow Pass Road Commerci)
 - M-6 (Bay Point Residential Mixed L)
 - M-7 (Pittsburg/Bay Point BART Str)
 - M-8 (Dougherty Valley Village Cent)
 - M-9 (Montalvin Manor Mixed Use)
 - M-10 (Willow Pass Business Park h)
 - M-11 (Applan Way Mixed Use)
 - M-12 (Triangle Arre Mixed Use)
 - M-13 (San Pablo Cem Road Mixed)
 - M-14 (Heritage Mixed Use)
 - M-15 (Saranap Village Mixed Use)
 - MU (Mixed Use)
 - CO (Commercial)
 - OF (Office)
 - BP (Business Park)
 - LI (Light Industry)
 - HI (Heavy Industry)

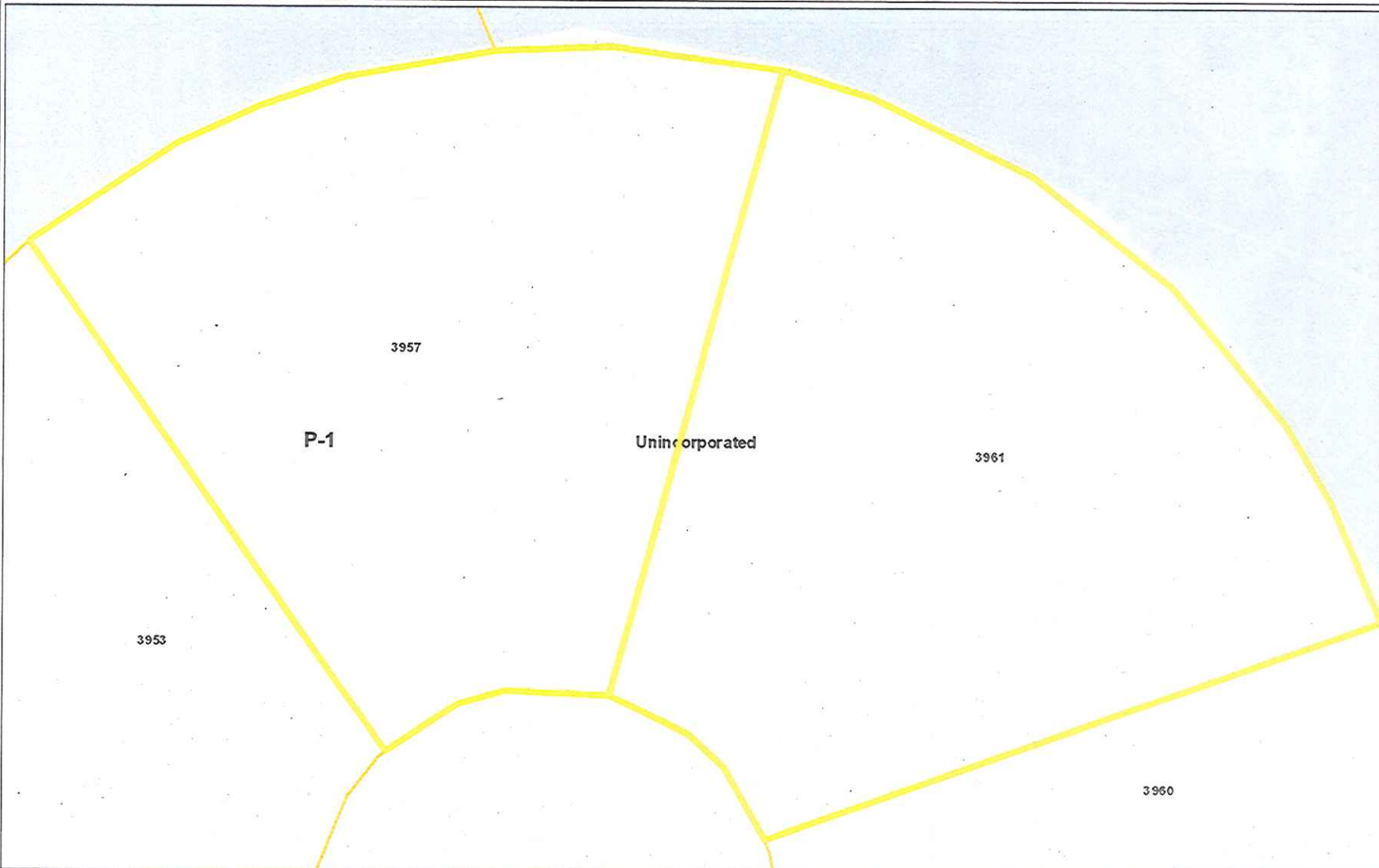
1:282

0.0 0 0.00 0.0 Miles
WGS_1984_Web_Mercator_Auxiliary_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Zoning: P-1



Legend

- Assessor Parcels
- City Limits
- Unincorporated
- Highways
- Highways Bay Area
- Streets
- Zoning
 - R-6
 - R-6 -FH
 - R-6 -SD-1
 - R-6 -TOV -K
 - R-6 -X
 - R-7
 - R-7 -X
 - R-10
 - R-15
 - R-20
 - R-40
 - R-40 -FH
 - R-65
 - R-100
 - D-1
 - D-1 -T
 - M-12
 - M-12 -FH
 - M-17
 - M-20
 - F-R
 - F-R -FH
 - F-1
 - F-1 -FH
 - A-2
 - A-2 -BS
 - A-2 -FH
 - A-2 -SD-1
 - A-2 -X
 - A-3
 - A-3 -BS

1:282



0.0 0 0.00 0.0 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere

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Notes

Aerial



Legend

-  Assessor Parcels
-  City Limits
-  Unincorporated
-  Highways
-  Highways Bay Area
-  Streets
-  Water Bodies
-  County Boundary
-  Bay Area Counties
-  World Imagery
-  Low Resolution 15m Imagery
-  High Resolution 60cm Imagery
-  High Resolution 30cm Imagery
-  Citations



0.0 0 0.00 0.0 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere

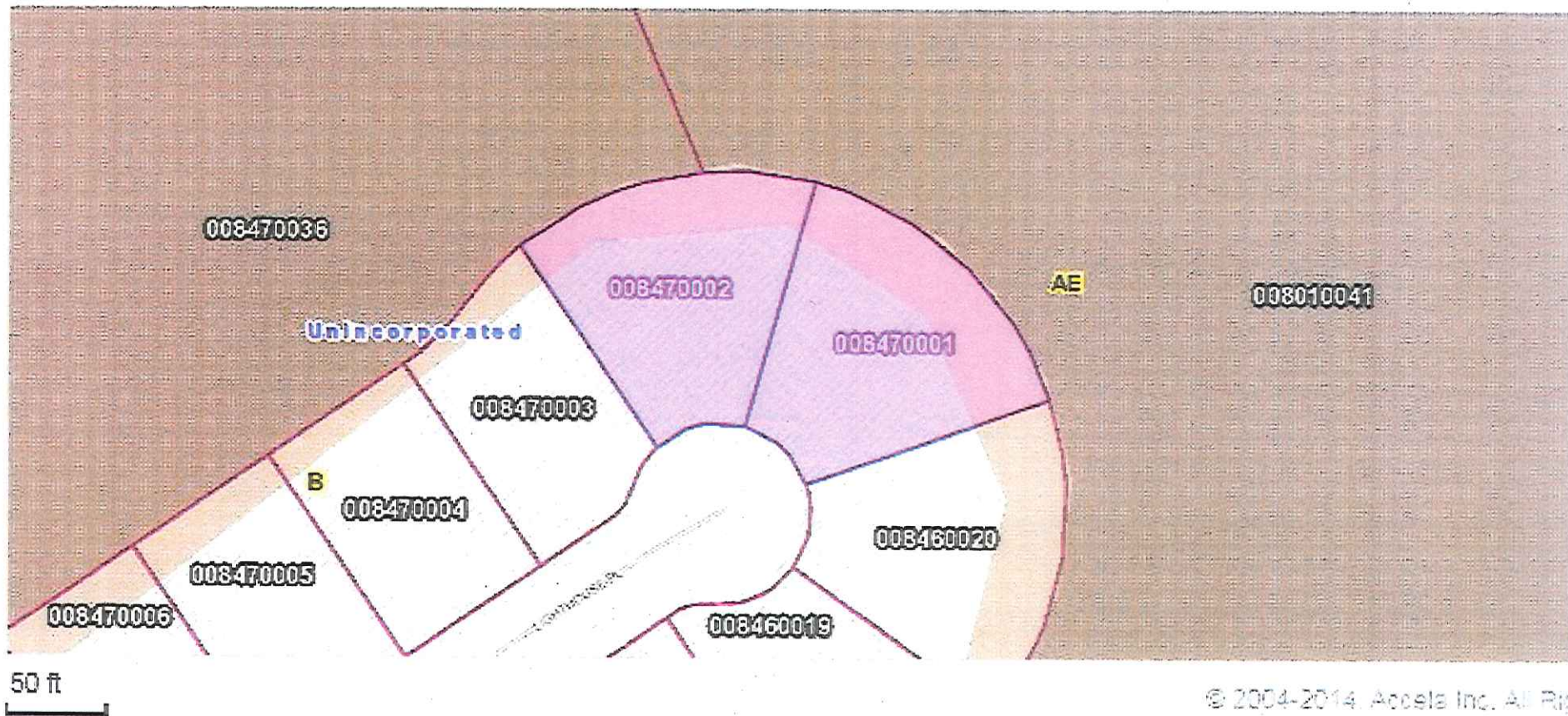
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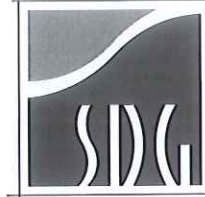


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Notes
 Contra Costa County -DOIT GIS

Flood Hazard Areas B & AE





SDG Architects, Inc.
Architecture / Planning

3361 Walnut Blvd. Ste. 120
Brentwood, CA 94513
(925) 634-7000
FAX: (925) 634-8020

MALONEY RESIDENCE
DISCOVERY BAY, CA

CONTRA COSTA COUNTY
2018 JAN - 9 PM 4:27
DEPARTMENT OF
CONSERVATION
AND DEVELOPMENT

PRELIMINARY
NOT FOR CONSTRUCTION

TITLE SHEET

REVISIONS

REV	DATE	DESCRIPTION
1	1/13/2017	ISSUE DATE
2	1/13/2017	SCALE AS NOTED
3	MM	DRAWN
4	10026	JOB
5	10026	FW TT CC TT CL TTR

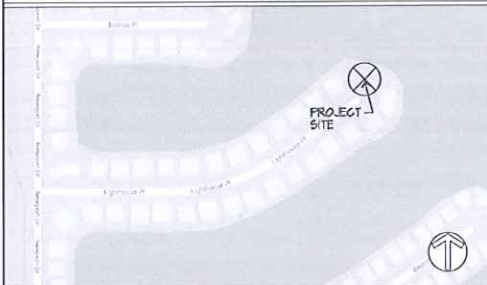
GENERAL - SHEET

TS

SHEET INDEX

SHEET TITLE	SHEET NUMBER
GENERAL	TS
TITLE SHEET	61
GENERAL NOTES	A5-1
ARCHITECTURAL 5/16 PLAN	
[PLAN]	
SLAB INTERFERENCE REFERENCE PLAN	1-A
FIRST FLOOR REFERENCE PLAN	1-B
SECOND FLOOR REFERENCE PLAN	1-C
PARTIAL SLAB INTERFERENCE PLAN	1-2A
PARTIAL SLAB INTERFERENCE PLAN	1-2B
PARTIAL SLAB INTERFERENCE PLAN	1-2C
PARTIAL FIRST FLOOR PLAN	1-2D
PARTIAL FIRST FLOOR PLAN NOTING	1-2E
PARTIAL FIRST FLOOR PLAN	1-2F
SECOND FLOOR PLAN	1-2G
ROOF PLAN & CALCULATIONS	1-2H
PARTIAL FRONT & RIGHT EXTERIOR ELEVATIONS	1-3A
PARTIAL REAR & LEFT EXTERIOR ELEVATIONS	1-3B
INTERIOR ELEVATIONS	1-3C
PARTIAL FIRST FLOOR ELECTRICAL PLAN	1-4A
PARTIAL FIRST FLOOR ELECTRICAL PLAN	1-4B
SECOND FLOOR ELECTRICAL PLAN	1-4C
[DETAILS]	
ARCHITECTURAL DETAILS	A01
ARCHITECTURAL DETAILS	A02
ARCHITECTURAL DETAILS	A03
ARCHITECTURAL DETAILS	A04
LA CANTINA DOOR DETAILS	A05
LA CANTINA DOOR DETAILS	A06

VICINITY MAP
NOT TO SCALE



MALONEY RESIDENCE

3961 & 3957 LIGHTHOUSE PLACE

DISCOVERY BAY, CA

APN: 008-470-001 & 008-470-002

70% T-24 SET: 11-13-17

CONTACT LIST

OWNER	OWNER
CURT & LANI MALONEY 2015 SANDPOINT RD. DISCOVERY BAY, CA 94505 PH: (209) 608-7772	CURT & LANI MALONEY
ARCHITECT SDG ARCHITECTS, INC. 3361 WALNUT BLVD., SUITE 120 BRENTWOOD, CA 94513 PH: (925) 634-7000 FX: (925) 634-8020	RALPH STRAUSS R3STRAUSS@STRAUSSEDESIGN.COM THAD TRIPLETT TTR.PLETT@STRAUSSEDESIGN.COM
STRUCTURAL ADVANCED ENGINEERS 3361 WALNUT BLVD., SUITE 100 BRENTWOOD, CA 94513 PH: (925) 516-3502 FX: (925) 262-4662	JUSTEN PECK
TITLE 24 ENERGY CONSULTANT ADVANCED ENGINEERS 3361 WALNUT BLVD., SUITE 100 BRENTWOOD, CA 94513 PH: (925) 516-3502 FX: (925) 262-4662	NATE ENRIQUEZ
GEOTECHNICAL BEAR ENGINEERS, INC. 2414 DELTA FAIR BLVD., SUITE 130 ANTIOCH, CA 94501 PH: (925) 550-1232	MARK SCHROEDER

CURT & LANI MALONEY

2015 SANDPOINT RD.
DISCOVERY BAY, CA 94505
PHONE # (209) 608-7772

ABBREVIATIONS (U.O.N.)

C	CONCRETE	FA	FLOOR FINISH	F21	FLOOR FINISH
L	LOADING	FL	FLOOR	F31	FLOOR FINISH
M	MASONRY	FR	FLOOR FINISH	F41	FLOOR FINISH
N	NON-FIRE RESISTANT	FS	FLOOR FINISH	F51	FLOOR FINISH
P	PAINT	FR	FLOOR FINISH	F61	FLOOR FINISH
R	ROOFING	FR	FLOOR FINISH	F71	FLOOR FINISH
S	STRUCTURAL	FR	FLOOR FINISH	F81	FLOOR FINISH
T	TILE	FR	FLOOR FINISH	F91	FLOOR FINISH
V	VAPOR BARRIER	FR	FLOOR FINISH	F01	FLOOR FINISH
W	WOOD	FR	FLOOR FINISH	F11	FLOOR FINISH
Z	ZIRCONIUM OXIDE	FR	FLOOR FINISH	F21	FLOOR FINISH
AD	ADHESIVE	FR	FLOOR FINISH	F31	FLOOR FINISH
AG	AGGREGATE	FR	FLOOR FINISH	F41	FLOOR FINISH
AL	ALUMINUM	FR	FLOOR FINISH	F51	FLOOR FINISH
AN	ANCHOR BOLT	FR	FLOOR FINISH	F61	FLOOR FINISH
AP	APPLY	FR	FLOOR FINISH	F71	FLOOR FINISH
AS	ASPHALT CONCRETE	FR	FLOOR FINISH	F81	FLOOR FINISH
AV	AIR VENT	FR	FLOOR FINISH	F91	FLOOR FINISH
AW	AWNING	FR	FLOOR FINISH	F01	FLOOR FINISH
AX	AXIS	FR	FLOOR FINISH	F11	FLOOR FINISH
AY	AXIS	FR	FLOOR FINISH	F21	FLOOR FINISH
AZ	AXIS	FR	FLOOR FINISH	F31	FLOOR FINISH
BA	BANKING	FR	FLOOR FINISH	F41	FLOOR FINISH
BB	BASIN	FR	FLOOR FINISH	F51	FLOOR FINISH
BC	BASE	FR	FLOOR FINISH	F61	FLOOR FINISH
BD	BENCH	FR	FLOOR FINISH	F71	FLOOR FINISH
BE	BENCH	FR	FLOOR FINISH	F81	FLOOR FINISH
BF	BENCH	FR	FLOOR FINISH	F91	FLOOR FINISH
BG	BENCH	FR	FLOOR FINISH	F01	FLOOR FINISH
BH	BENCH	FR	FLOOR FINISH	F11	FLOOR FINISH
BI	BENCH	FR	FLOOR FINISH	F21	FLOOR FINISH
BJ	BENCH	FR	FLOOR FINISH	F31	FLOOR FINISH
BK	BENCH	FR	FLOOR FINISH	F41	FLOOR FINISH
BL	BENCH	FR	FLOOR FINISH	F51	FLOOR FINISH
BM	BENCH	FR	FLOOR FINISH	F61	FLOOR FINISH
BN	BENCH	FR	FLOOR FINISH	F71	FLOOR FINISH
BO	BENCH	FR	FLOOR FINISH	F81	FLOOR FINISH
BP	BENCH	FR	FLOOR FINISH	F91	FLOOR FINISH
BQ	BENCH	FR	FLOOR FINISH	F01	FLOOR FINISH
BR	BENCH	FR	FLOOR FINISH	F11	FLOOR FINISH
BS	BENCH	FR	FLOOR FINISH	F21	FLOOR FINISH
BT	BENCH	FR	FLOOR FINISH	F31	FLOOR FINISH
BV	BENCH	FR	FLOOR FINISH	F41	FLOOR FINISH
BW	BENCH	FR	FLOOR FINISH	F51	FLOOR FINISH
BX	BENCH	FR	FLOOR FINISH	F61	FLOOR FINISH
BY	BENCH	FR	FLOOR FINISH	F71	FLOOR FINISH
BZ	BENCH	FR	FLOOR FINISH	F81	FLOOR FINISH
CA	CANTONMENT	FR	FLOOR FINISH	F91	FLOOR FINISH
CB	CANTONMENT	FR	FLOOR FINISH	F01	FLOOR FINISH
CC	CANTONMENT	FR	FLOOR FINISH	F11	FLOOR FINISH
CD	CANTONMENT	FR	FLOOR FINISH	F21	FLOOR FINISH
CE	CANTONMENT	FR	FLOOR FINISH	F31	FLOOR FINISH
CF	CANTONMENT	FR	FLOOR FINISH	F41	FLOOR FINISH
CG	CANTONMENT	FR	FLOOR FINISH	F51	FLOOR FINISH
CH	CANTONMENT	FR	FLOOR FINISH	F61	FLOOR FINISH
CI	CANTONMENT	FR	FLOOR FINISH	F71	FLOOR FINISH
CJ	CANTONMENT	FR	FLOOR FINISH	F81	FLOOR FINISH
CK	CANTONMENT	FR	FLOOR FINISH	F91	FLOOR FINISH
CL	CANTONMENT	FR	FLOOR FINISH	F01	FLOOR FINISH
CM	CANTONMENT	FR	FLOOR FINISH	F11	FLOOR FINISH
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CO	CANTONMENT	FR	FLOOR FINISH	F31	FLOOR FINISH
CP	CANTONMENT	FR	FLOOR FINISH	F41	FLOOR FINISH
CQ	CANTONMENT	FR	FLOOR FINISH	F51	FLOOR FINISH
CR	CANTONMENT	FR	FLOOR FINISH	F61	FLOOR FINISH
CS	CANTONMENT	FR	FLOOR FINISH	F71	FLOOR FINISH
CT	CANTONMENT	FR	FLOOR FINISH	F81	FLOOR FINISH
CU	CANTONMENT	FR	FLOOR FINISH	F91	FLOOR FINISH
CV	CANTONMENT	FR	FLOOR FINISH	F01	FLOOR FINISH
CW	CANTONMENT	FR	FLOOR FINISH	F11	FLOOR FINISH
CX	CANTONMENT	FR	FLOOR FINISH	F21	FLOOR FINISH
CY	CANTONMENT	FR	FLOOR FINISH	F31	FLOOR FINISH
CZ	CANTONMENT	FR	FLOOR FINISH	F41	FLOOR FINISH
DA	DRAINAGE	FR	FLOOR FINISH	F51	FLOOR FINISH
DB	DRAINAGE	FR	FLOOR FINISH	F61	FLOOR FINISH
DC	DRAINAGE	FR	FLOOR FINISH	F71	FLOOR FINISH
DD	DRAINAGE	FR	FLOOR FINISH	F81	FLOOR FINISH
DE	DRAINAGE	FR	FLOOR FINISH	F91	FLOOR FINISH
DF	DRAINAGE	FR	FLOOR FINISH	F01	FLOOR FINISH
DG	DRAINAGE	FR	FLOOR FINISH	F11	FLOOR FINISH
DH	DRAINAGE	FR	FLOOR FINISH	F21	FLOOR FINISH
DI	DRAINAGE	FR	FLOOR FINISH	F31	FLOOR FINISH
DJ	DRAINAGE	FR	FLOOR FINISH	F41	FLOOR FINISH
DK	DRAINAGE	FR	FLOOR FINISH	F51	FLOOR FINISH
DL	DRAINAGE	FR	FLOOR FINISH	F61	FLOOR FINISH
DM	DRAINAGE	FR	FLOOR FINISH	F71	FLOOR FINISH
DN	DRAINAGE	FR	FLOOR FINISH	F81	FLOOR FINISH
DO	DRAINAGE	FR	FLOOR FINISH	F91	FLOOR FINISH
DP	DRAINAGE	FR	FLOOR FINISH	F01	FLOOR FINISH
DQ	DRAINAGE	FR	FLOOR FINISH	F11	FLOOR FINISH
DR	DRAINAGE	FR	FLOOR FINISH	F21	FLOOR FINISH
DS	DRAINAGE	FR	FLOOR FINISH	F31	FLOOR FINISH
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EG	ENCLOSURE	FR	FLOOR FINISH	F71	FLOOR FINISH
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EI	ENCLOSURE	FR	FLOOR FINISH	F91	FLOOR FINISH
EJ	ENCLOSURE	FR	FLOOR FINISH	F01	FLOOR FINISH
EK	ENCLOSURE	FR	FLOOR FINISH	F11	FLOOR FINISH
EL	ENCLOSURE	FR	FLOOR FINISH	F21	FLOOR FINISH
EM	ENCLOSURE	FR	FLOOR FINISH	F31	FLOOR FINISH
EN	ENCLOSURE	FR	FLOOR FINISH	F41	FLOOR FINISH
EO	ENCLOSURE	FR	FLOOR FINISH	F51	FLOOR FINISH
EP	ENCLOSURE	FR	FLOOR FINISH	F61	FLOOR FINISH
EQ	ENCLOSURE	FR	FLOOR FINISH	F71	FLOOR FINISH
ER	ENCLOSURE	FR	FLOOR FINISH	F81	FLOOR FINISH
ES	ENCLOSURE	FR	FLOOR FINISH	F91	FLOOR FINISH
ET	ENCLOSURE	FR	FLOOR FINISH	F01	FLOOR FINISH
EU	ENCLOSURE	FR	FLOOR FINISH	F11	FLOOR FINISH
EV	ENCLOSURE	FR	FLOOR FINISH	F21	FLOOR FINISH
EW	ENCLOSURE	FR	FLOOR FINISH	F31	FLOOR FINISH
EX	ENCLOSURE	FR	FLOOR FINISH	F41	FLOOR FINISH

GENERAL NOTES

1. THE CONTRACTOR SHALL VERIFY ALL CONDITIONS ON SITE INCLUDING GRADES, EXISTING IMPROVEMENTS, PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES AND SUBSTRUCTURES. WHERE DISCREPANCIES OCCUR, CONTACT ARCHITECT.
2. B) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FAMILIARIZE HIMSELF WITH THE SITE AND PLANS OF THIS WORK. CONTRACTOR SHALL CLARIFY WITH THE ARCHITECT AND OWNER ALL POINTS OF MISUNDERSTANDING PRIOR TO SUBMITTING A B.D. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK AS DESCRIBED AND SHOWN.
3. ALL NEW CONSTRUCTION SHALL CONFORM TO THE LATEST EDITION OF CODES ADOPTED BY LOCAL GOVERNING AGENCIES. THESE SHALL INCLUDE (BUT NOT LIMITED TO) THE APPLICABLE CODES, LAWS, AND REGULATIONS LISTED UNDER "CODE INFORMATION" ON THIS SHEET, AS WELL AS ALL HEALTH AND SAFETY CODES AND ORDINANCES ADOPTED BY THE LOCAL GOVERNING AGENCIES.
4. THESE PLANS ARE FOR GENERAL CONSTRUCTION PURPOSES ONLY. THEY ARE NOT EXHAUSTIVELY DETAILED OR FULLY SPECIFIED. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SELECT, VERIFY, RESOLVE, AND INSTALL ALL MATERIALS AND EQUIPMENT.
5. THE ARCHITECT SHALL NOT BE OBSERVING THE CONSTRUCTION OF THIS PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR SAFETY, SECURITY, QUALITY CONTROL AND CONSTRUCTION STANDARDS FOR THIS PROJECT.
6. ALL ROOF DRAINAGE SHALL BE PIPED TO DRAIN AWAY FROM STRUCTURE.
7. IRRIGATION SYSTEM SHALL BE DESIGNED TO PREVENT SATURATION OF SOIL ADJACENT TO BUILDS.
8. FINISH GRADE SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING, SEE CIVIL AND LANDSCAPE PLANS.
9. WHERE DISCREPANCIES BETWEEN 50% REPORT AND ARCHITECT'S DRAWINGS OCCUR, CONTACT ARCHITECT.
10. SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS SHALL BE INSTALLED AS NOTED ON ELECTRICAL NOTE NUMBER B ON SHEET 61 AND LOCAL ORDINANCES.
11. PLUMBING FIXTURES AND FITTINGS SHALL MEET THE FOLLOWING CRITERIA CONCERNING WATER USAGE:
A) WATER CLOSETS: MAXIMUM 120 GALLONS PER FLUSH.
B) SHOWER HEADS: MAXIMUM FLOW RATE - 2.0 GALLONS/MINUTE AT 80 P.S.I.
C) FAUCETS: MAXIMUM FLOW RATE - KITCHEN FAUCETS 1.8 GALLONS/MINUTE AT 60. P.S.I.
- LAVATORY FAUCETS 1.2 GALLONS/MINUTE AT 60 P.S.I.
12. ALL EXTERIOR HOSE BIBBS SHALL HAVE NON-REMOVABLE BACK FLOW PREVENTION DEVICES PER C.P.C. 603.

CODE INFORMATION

DESCRIPTION OF USE: SINGLE FAMILY DETACHED
OCCUPANCY: R-3 E.U.
NO. OF STORES: ONE & TWO STORES
TYPE OF CONSTRUCTION: V-B
SPRINKLERS: YES (NFPA 13D)
FLOOR AREA: SEE BELOW
HEIGHT: REFER TO ELEVATIONS

APPLICABLE CODES, LAWS AND REGULATIONS

- 2016 CALIFORNIA BUILDING CODE (C.B.C.)
- 2016 CALIFORNIA RESIDENTIAL CODE (C.R.C.)
- 2016 CALIFORNIA MECHANICAL CODE (C.M.C.)
- 2016 CALIFORNIA PLUMBING CODE (C.P.C.)
- 2016 CALIFORNIA ELECTRICAL CODE (C.E.C.)
- 2016 CALIFORNIA FIRE CODE (C.F.C.)
- 2016 CALIFORNIA ENERGY CODE
- 2016 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN CODE)

AND ANY OTHER APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS.

AREA SUMMARY

NOTE:
SQUARE FOOTAGE CALCULATION PER 505 STANDARD METHOD OF CALCULATION

FIRST FLOOR	5450 SQ. FT.
SECOND FLOOR	849 SQ. FT.
TOTAL LIVINGS	5719 SQ. FT.
GARAGE	1486 SQ. FT.
PORCH	74 SQ. FT.
PORCH 2	53 SQ. FT.
LOSSIA 1	404 SQ. FT.
LOSSIA 2	188 SQ. FT.
DECK	550 SQ. FT.
DECK 2	703 SQ. FT.
DECK B	617 SQ. FT.
DOCK	1575 SQ. FT.
TERRACE	848 SQ. FT.

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Architecture / Planning

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RESIDENCE
DISCOVERY BAY, CA

PRELIMINARY
NOT FOR CONSTRUCTION

LARRY & CAROL HAAG

MR. HAROLD CORNELIUS

ARCHITECTURAL SITE PLAN
SCALE: 1/8" = 1'-0"

**ARCHITECTURAL
SITE PLAN**

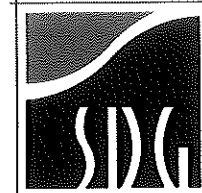
REVISIONS

KEY DATE	1/15/2011
ISSUE DATE	1/15/2011
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JOB	10026
PH	TT
DC	TT
OL	TT

GENERAL - SHEET

AS-1

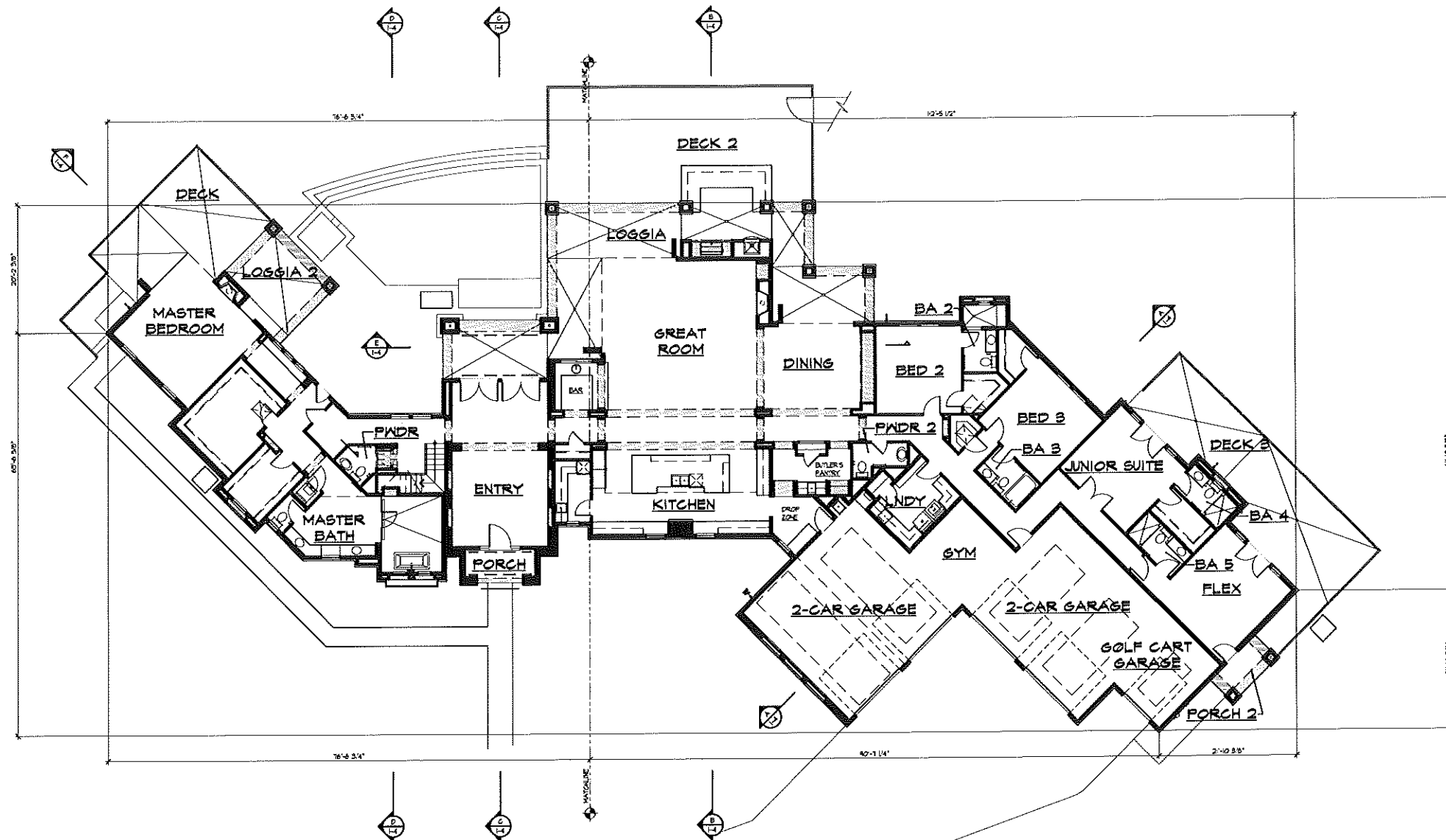
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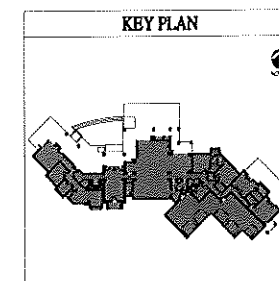


**PRELIMINARY
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**FIRST FLOOR
REFERENCE PLAN**

REVISIONS

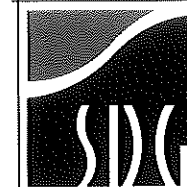
**FIRST FLOOR
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SCALE: 1/8" = 1'-0"



KEY DATE	1/13/2017
REVISION DATE	1/13/2017
SCALE	AS NOTED
DRAWN	MH
DATE	1009-06
BY	TT
CHK	TT
APP	TT
DATE	01/13/17

PLAN 1 - SHEET
1-1B

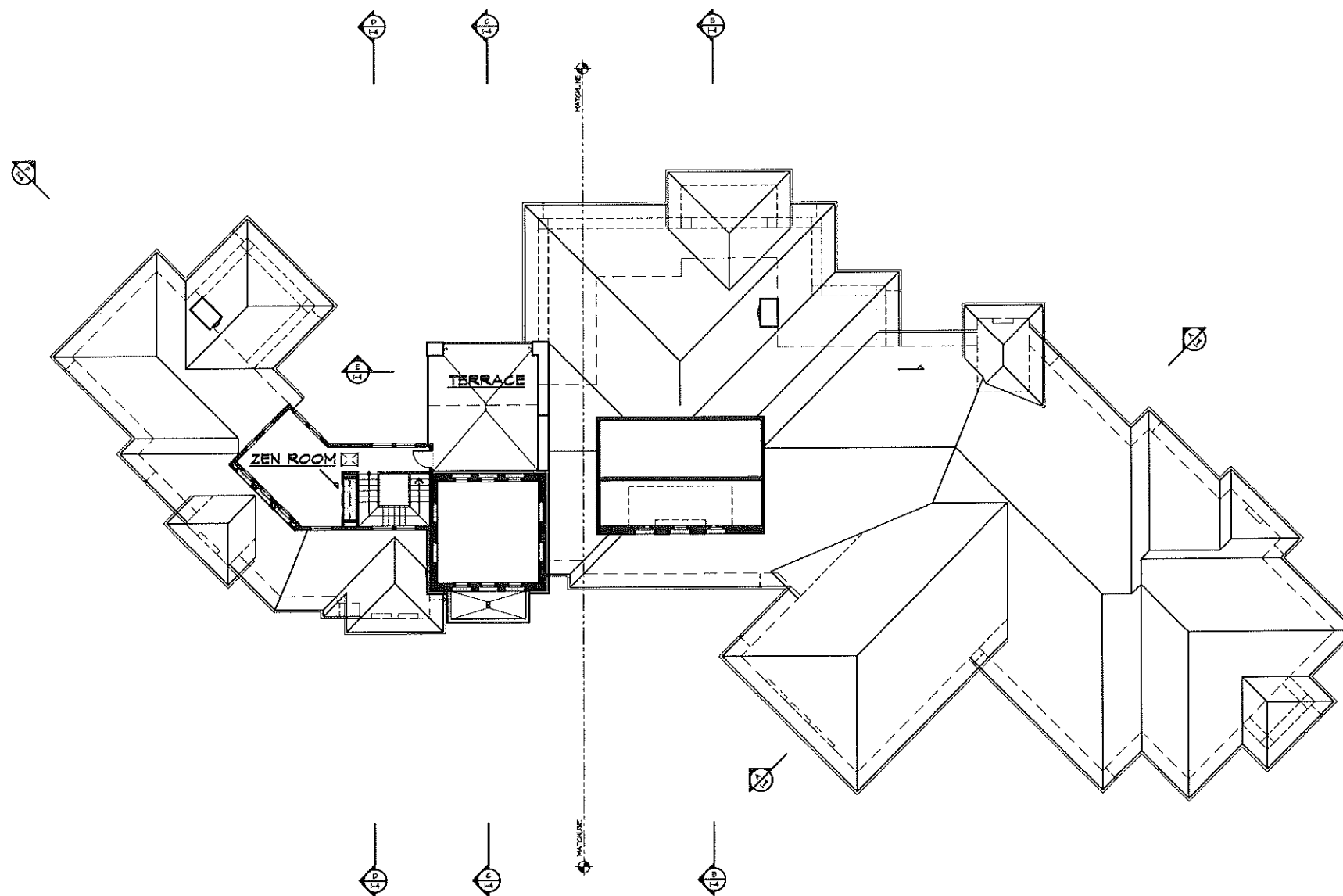
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MALONEY
RESIDENCE
DISCOVERY BAY, CA

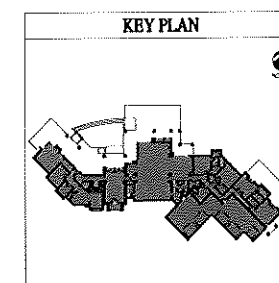


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SECOND FLOOR
REFERENCE PLAN

REVISIONS

SECOND FLOOR
REFERENCE PLAN
SCALE: 1/8" = 1'-0"

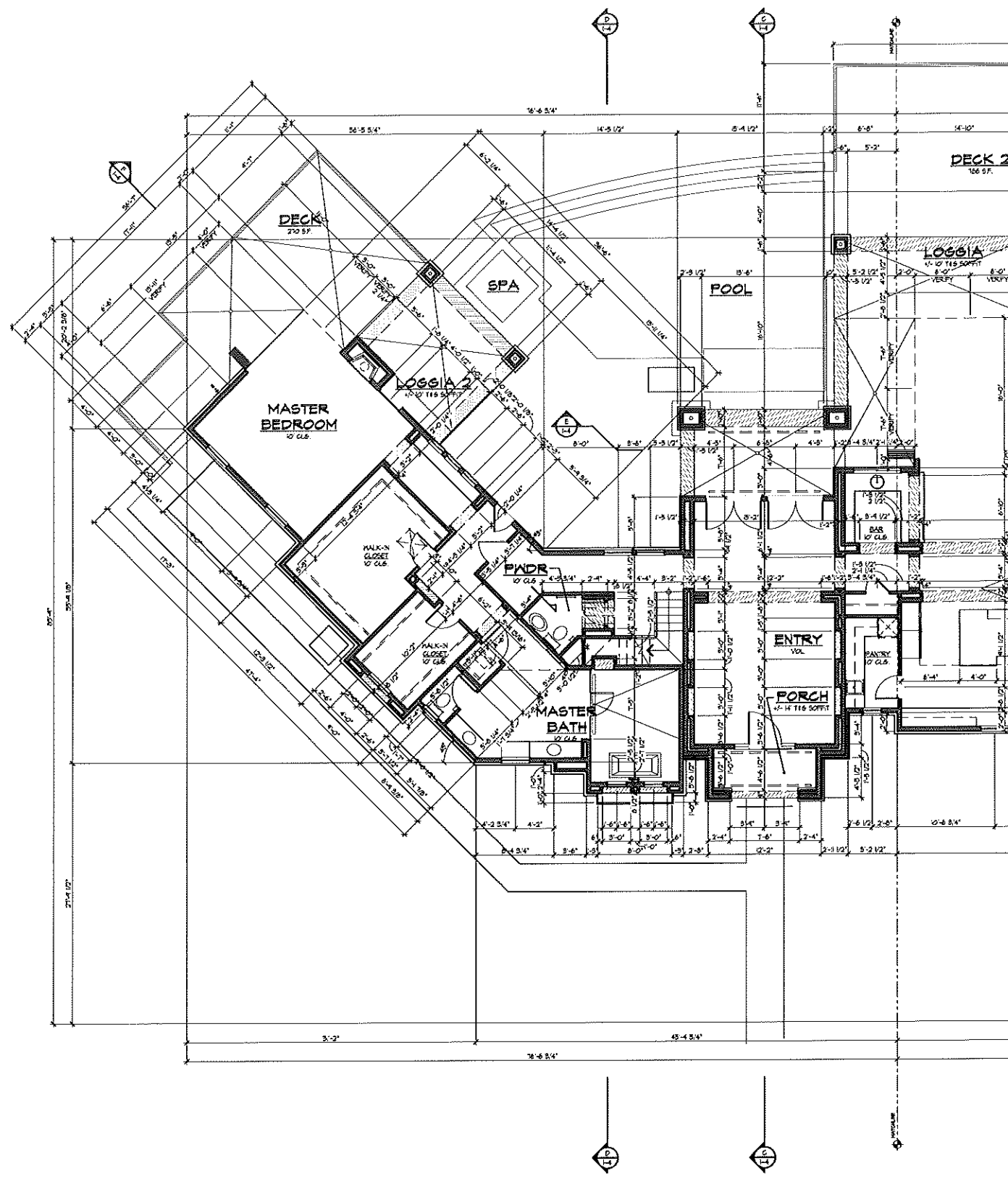


KEY DATE	1/18/2007
REVISION DATE	1/18/2007
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DRAWN	PH
JOB	100056
PH	TT
DC	TT
OL	TR
PLAN 1 - SHEET	
1-1C	

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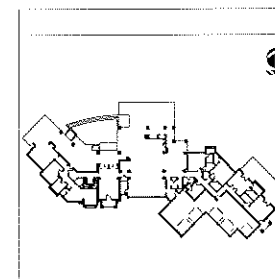
**MALONEY
RESIDENCE**
DISCOVERY BAY, CA



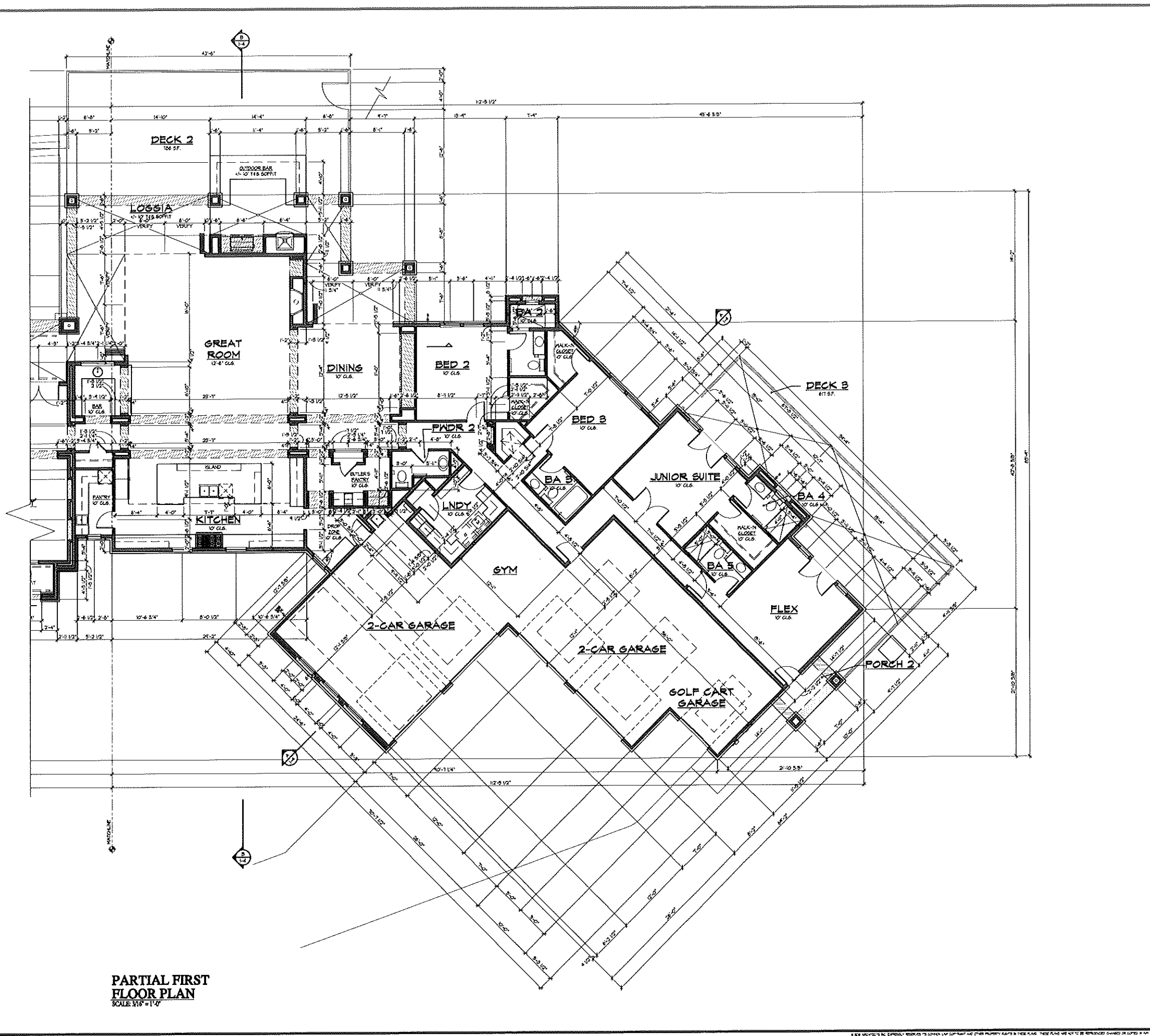
SQUARE FOOTAGES	
FIRST FLOOR	5450 SQ. FT.
SECOND FLOOR	949 SQ. FT.
TOTAL LIVINGS	5799 SQ. FT.
GARAGE	1486 SQ. FT.
PORCH	74 SQ. FT.
PORCH 2	53 SQ. FT.
LOSSIA	904 SQ. FT.
LOSSIA 2	188 SQ. FT.
DECK	350 SQ. FT.
DECK 2	709 SQ. FT.
DECK 3	617 SQ. FT.
DOCK	1578 SQ. FT.
TERRACE	949 SQ. FT.

**PARTIAL FIRST
FLOOR PLAN**
SCALE: 3/16" = 1'-0"

**PARTIAL FIRST
FLOOR PLAN**

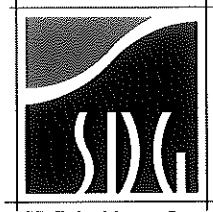


1/13/2017
1/15/2017
PH
10026
TT TT TTR
PLAN 1 - SHEET
1-2C



FLOOR PLAN GENERAL NOTES

- GARAGE NOTES**
- GARAGE SEPARATION SHALL BE PER C.R.C. R302.8, AS FOLLOWS:
 - THE PRIVATE GARAGE SHALL BE SEPARATED FROM R-2 OR R-3 OCCUPANCY DWELLING UNITS AND ITS ATTIC AREA BY A MINIMUM OF 1/2" THICK GYPSON BOARD APPLIED TO THE GARAGE SIDE.
 - GARAGES BENEATH HABITABLE ROOMS SHALL BE SEPARATED FROM ALL HABITABLE ROOMS ABOVE BY A MINIMUM OF 2" THICK TYPE I GYPSON BOARD OR EQUIVALENT.
 - GARAGE TO DWELLING UNIT DOOR SHALL BE A SOLID FLOOR DOOR, A MINIMUM OF 1 1/2" THICK AND SHALL BE SELF-CLOSING AND SELF-LATCHING.
 - DOORS IN A PRIVATE GARAGE AND DOORS PENETRATING THE SEPARATION WALLS OR CEILING SHALL BE 0-06-1/8" SHEET STEEL AND SHALL HAVE NO OPENINGS INTO THE GARAGE.
 - WATER HEATER
 - PROVIDE COBUSTION AIR FOR WATER HEATER PER C.P.C. SECTION 500.6.
 - PROVIDE 1/2" HIGH HOOD FRAMED PLATFORM & 2X6/2X4 BRACING FOR WATER HEATER PER C.P.C. SECTION 507.1 & 507.2. SEE SHEET 01 & 02/104 FOR INSTALLATION.
 - PROVIDE COBUSTION TEMPERATURE & PRESSURE RELIEF VALVE & A DRAIN OF GALVANIZED STEEL OR HARD-DRAWN COPPER TO THE OUTSIDE OF THE BLDG. W/ END OF PIPE NOT HIGHER THAN 2' OR LESS THAN 4' ABOVE GRADE, PENETRATING DOWNWARD TERMINAL END BEING JACKETED AS PER C.P.C. SECTION 605.1 & 605.2.
 - PROVIDE PIPE BOLLARD PER PLAN PER C.P.C. SECTION 500.1 - 500.3.
- STAIR NOTES**
- RISER HEIGHT = 7 1/4" - SEE PLAN FOR NO. OF RISERS
 - TREAD DEPTH = 10" - SEE PLAN FOR NO. OF TREADS
 - HANDRAIL AT WALL & 36" ABOVE TREAD NOSING PER C.B.C. 101.11 & C.R.C. R311.7.8. SEE SHEET 01 & 02/104 FOR INSTALLATION.
 - HANDRAIL / BALUST AT OPEN SIDE & 36" ABOVE TREAD NOSING BOARD AT OPEN SIDE & 42" A.F.F. PER C.R.C. R302.3. SEE SHEET 01 & 02/104 FOR INSTALLATION.
 - ALL WALLS AND SOFFITS OF ENCLOSED USABLE SPACE UNDER INTERIOR STAIRWAYS SHALL BE PROTECTED ON THE ENCLOSED SIDE WITH A MINIMUM OF 1/2" GYPSON BOARD PER C.R.C. R302.1.
- GLAZING NOTES**
- 3/8" x 4" OPERATION
 HEIGHT (HT-N) IS 5'-0"
 WIDTH (WT-N) IS 3'-0"
- OPERATION ABBREVIATIONS**
- | | |
|------------------|-----------------|
| FX = FIXED | CO = CASHEM |
| SH = SINGLE HUNG | AP = AWNING |
| SL = SLIDER | HP = HOPPER |
| DS = DOUBLE HUNG | NS = NOX SLIDER |
- ALL GLAZING IS DUAL PANE INSULATING GLASS
 - WINDOWS MARKED WITH A (E) SHALL BE VERIFIED TO MEET EGRESS BY THE MANUFACTURER
 - GLAZING MARKED WITH A (U) SHALL BE 5/8" THICK THERMALLY SAFETY GLASS
 - HEADER HEIGHT:
 - 1st FLOOR = 8'-0" U.O.N.
 - 2nd FLOOR = 8'-0" U.O.N.
- DOOR NOTES**
- 3/8" x 4" OPERATION OR TYPE
 HEIGHT (HT-N) IS 5'-0"
 WIDTH (WT-N) IS 3'-0"
- OPERATION OR TYPE ABBREVIATIONS**
- | | |
|-------------------------|-------------------|
| SG = SOLID CORE | HM = HOLLOW METAL |
| FR = FRENCH | PR = PAIR |
| SD = SLIDING GLASS DOOR | |
- ALL DOORS ARE HOLLOW CORE U.O.N.
 - DOOR SIZE INDICATED BY THE ROUGH OPENING - VERIFY ROUGH OPENING REQUIREMENTS AT DOOR MFR.
 - DOORS THAT APPEAR TO BE CENTERED ARE INTENDED TO BE CENTERED U.O.N.
 - MINIMUM DOOR JAMB IS 4" FROM ADJACENT ROUGH FRAMING TO ROUGH OPENING U.O.N.
 - WHEN DOORS ARE LOCATED THEY ARE LOCATED FROM THE ADJACENT ROUGH FRAMING TO THE CENTERLINE OF THE ROUGH OPENING U.O.N.
 - ALL DOOR GLAZING IS DUAL PANE INSULATING GLASS
- WALLS LEGEND**
- | | |
|-----------|--|
| [Pattern] | 2x4 HD. 5" HD. WALL |
| [Pattern] | 2x6 HD. 5" HD. WALL |
| [Pattern] | 2x8 HD. 5" HD. WALL |
| [Pattern] | 2x4 HD. 5" HD. PARTIAL HEIGHT WALL HEIGHT PER PLAN |
| [Pattern] | SOFFIT @ 8'-4" A.F.F. U.O.N. |
| [Pattern] | POF SHELF |
- SQUARE FOOTAGES**
- | | |
|--------------|--------------|
| FIRST FLOOR | 5450 SQ. FT. |
| SECOND FLOOR | 3449 SQ. FT. |
| TOTAL LIVING | 5799 SQ. FT. |
| GARAGE | 1486 SQ. FT. |
| PORCH | 74 SQ. FT. |
| PORCH 2 | 59 SQ. FT. |
| LOSSIA | 404 SQ. FT. |
| LOSSIA 2 | 188 SQ. FT. |
| DECK | 850 SQ. FT. |
| DECK 2 | 103 SQ. FT. |
| DECK 3 | 611 SQ. FT. |
| DOCK | 1578 SQ. FT. |
| TERRACE | 348 SQ. FT. |



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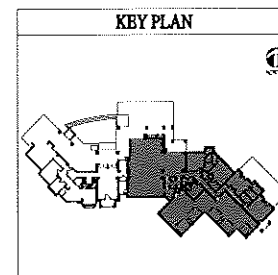
MALONEY RESIDENCE
 DISCOVERY BAY, CA

**PRELIMINARY
NOT FOR CONSTRUCTION**

PARTIAL FIRST FLOOR PLAN
 SCALE: 3/16" = 1'-0"

PARTIAL FIRST FLOOR PLAN

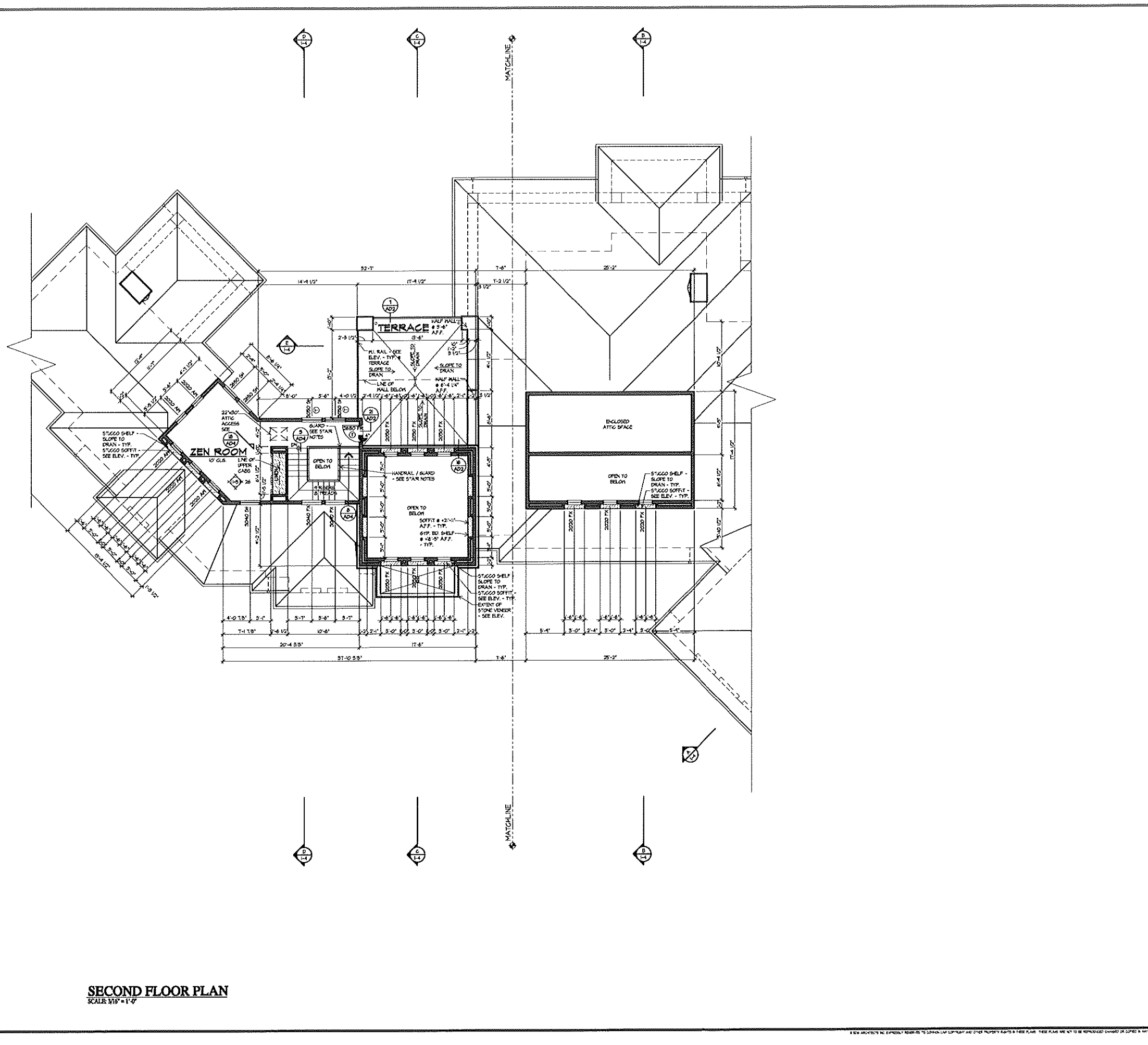
REVISIONS



KEY DATE	1/13/2011
REVISION DATE	1/13/2011
SCALE	AS NOTED
DRAWN	MM
JOB	100-26
FW	TT
DC	TT
DL	TT
TR	

PLAN 1 - SHEET
1-2E

DO NOT SCALE THESE DRAWINGS



SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"

FLOOR PLAN GENERAL NOTES

- GARAGE NOTES**
- GARAGE SEPARATION SHALL BE PER C.R.C. R302.2 AS FOLLOWS:
 - THE PRIVATE GARAGE SHALL BE SEPARATED FROM R-2 OR R-3 OCCUPANCY DWELLING UNITS AND ITS ATTIC AREA BY A MINIMUM OF 1/2" NOM 6" PLYSM BOARD APPLIED TO THE GARAGE SIDE.
 - GARAGES BENEATH HABITABLE ROOMS SHALL BE SEPARATED FROM ALL HABITABLE ROOMS ABOVE BY A MINIMUM OF 2" NOM 1/2" TYPE X GYPSUM BOARD OR EQUIVALENT.
 - GARAGE TO DWELLING UNIT DOOR SHALL BE A SOLID WOOD DOOR, A MINIMUM OF 1 1/2" THICK AND SHALL BE SELF-CLOSING AND SELF-LATCHING.
 - DOORS IN A PRIVATE GARAGE AND DOORS MONITORING THE SEPARATION WALLS OR CEILING SHALL BE 0.018-NOM SHEET STEEL AND SHALL HAVE NO OPENINGS INTO THE GARAGE.
 - WATER HEATER**
 - PROVIDE COMBUSTION AIR FOR WATER HEATER PER C.P.C. SECTION 506.
 - PROVIDE 12" HIGH FOOD FRAMED PLATFORM & SCHED BRACING FOR WATER HEATER PER C.P.C. SECTION 507 & 507.5. SEE SHEET # 1-201-104 FOR INSTALLATION.
 - PROVIDE COMBUSTION TEMPERATURE & PRESSURE RELIEF VALVE & A DRAIN OF GALVANIZED STEEL OR HAND-DRAWN COPPER TO THE OUTSIDE OF THE BLDG. W/ END OF PIPE NOT MORE THAN 2' OR LESS THAN 4' ABOVE GRADE FROM THE DOWNWARD TERMINAL END BEING UNTHREADED AS PER C.P.C. SECTION 508.3 & 508.3.1.
 - PROVIDE FIRE BRICKLAND PER PLAN PER C.P.C. SECTION 508.1 - 55.D.

- STAIR NOTES**
- RISER HEIGHT = 7 1/4" - SEE PLAN FOR NO. OF RISERS.
 - TREAD DEPTH = 10" - SEE PLAN FOR NO. OF TREADS.
 - HANDRAIL AT WALL = 36" ABOVE TREAD NOSING PER C.P.C. 10111 & C.R.C. R312.1.6. SEE 2-104.
 - HANDRAIL / GUARD AT OPEN EDGE = 36" ABOVE TREAD NOSING. GUARD AT OPEN EDGE = 42" AFF. PER C.R.C. R302.1. SEE 2-104.
 - ALL HANDRAILS AND ROPES OF ENCLOSED USABLE SPACE UNDER INTERIOR STAIRWAYS SHALL BE PROTECTED ON THE ENCLOSED SIDE WITH A MINIMUM OF 1/2" PLYSM BOARD PER C.R.C. R302.1.

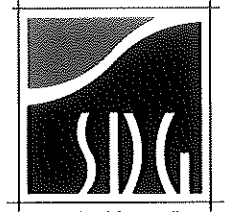
- GLAZING NOTES**
- 3/8" SD GLZ - OPERATION
 HEIGHT (FT.-IN.) IS 5'-0"
 WIDTH (FT.-IN.) IS 5'-0"
- OPERATION ABBREVIATIONS**
- | | |
|------------------|-----------------|
| FX = FIXED | CS = CASSETTE |
| SH = SINGLE HUNG | AM = AWNING |
| SL = SLIDER | HP = HOPPER |
| DM = DOUBLE HUNG | NS = NON-SLIDER |
- ALL GLAZING IS DUAL PANE INSULATING GLASS.
 - FINISHES MARKED WITH A (E) SHALL BE VERIFIED TO MEET EXPRESS BY THE MANUFACTURER.
 - GLAZING MARKED WITH A (D) SHALL BE 5/8" THICK THERMO SAFETY GLASS.
 - HEADER HEIGHT:
 - 1st FLOOR = 8'-0" U.O.R.
 - 2nd FLOOR = 8'-0" U.O.R.

- DOOR NOTES**
- 3/8" SD GLZ - OPERATION OR TYPE
 HEIGHT (FT.-IN.) IS 5'-0"
 WIDTH (FT.-IN.) IS 5'-0"
- OPERATION OR TYPE ABBREVIATIONS**
- | | |
|-------------------------|-------------------|
| SC = SOLID CORE | HM = HOLLOW METAL |
| FR = FRENCH | PR = PARR |
| SD = SLIDING GLASS DOOR | |
- ALL DOORS ARE HOLLOW CORE U.O.R.
 - DOOR SIZE INDICATED IS THE ROUGH OPENING - VERIFY ROUGH OPENING REQUIREMENTS IN DOOR MFR.
 - DOORS THAT APPEAR TO BE CENTERED ARE INTENDED TO BE CENTERED U.O.R.
 - MINIMUM DOOR JAMB IS 4" FROM ADJACENT ROUGH FRAMING TO ROUGH OPENING U.O.R.
 - IF DOORS ARE LOCATED THEY ARE LOCATED FROM THE ADJACENT ROUGH FRAMING TO THE CENTERLINE OF THE ROUGH OPENING U.O.R.
 - ALL DOOR GLAZING IS DUAL PANE INSULATING GLASS.

- WALLS LEGEND**
- | | |
|--|--|
| | 2x4 HD 5'10" WALL |
| | 2x6 HD 5'10" WALL |
| | 2x8 HD 5'10" WALL |
| | 2x4 HD 5'10" PARTIAL HEIGHT WALL HEIGHT PER PLAN |
| | SOFFIT @ 8'-4" AFF. U.O.R. |
| | POT SHELF |

SQUARE FOOTAGES

FIRST FLOOR	5450 SQ. FT.
SECOND FLOOR	2491 SQ. FT.
TOTAL LIVING	5744 SQ. FT.
GARAGE	1486 SQ. FT.
PORCH	74 SQ. FT.
PORCH 2	59 SQ. FT.
LOSSIA	904 SQ. FT.
LOSSIA 2	188 SQ. FT.
DECK	350 SQ. FT.
DECK 2	703 SQ. FT.
DECK 3	611 SQ. FT.
DOCK	1575 SQ. FT.
TERRACE	348 SQ. FT.



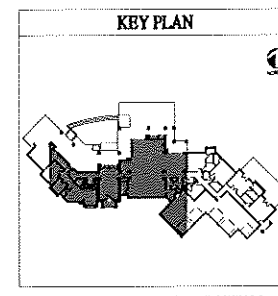
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MALONEY RESIDENCE
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SECOND FLOOR PLAN

REVISIONS

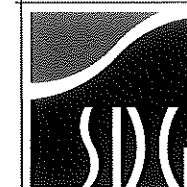


KEY PLAN

KEY DATE	1/13/2011
ISSUE DATE	1/13/2011
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JOB	100026
FW	TT
DC	TT
OC	TT
YTR	

PLAN 1 - SHEET
1-2G

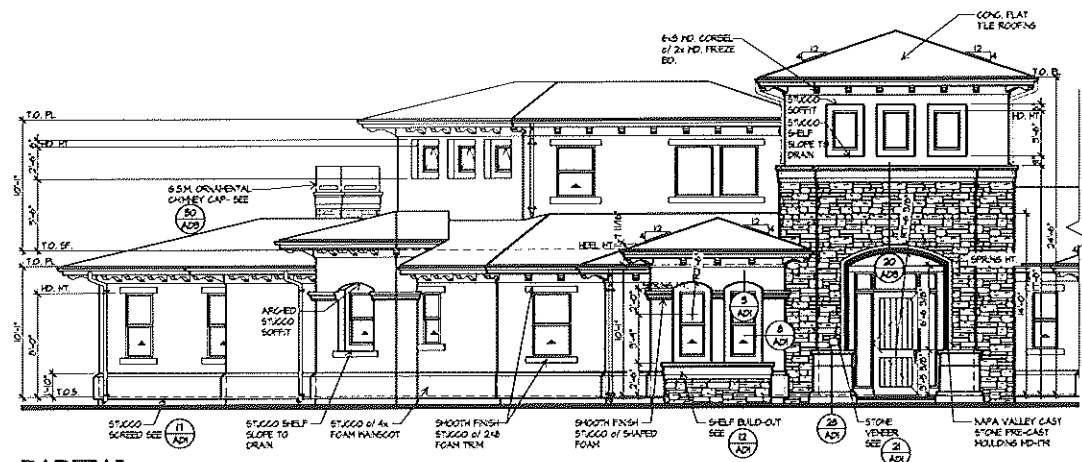
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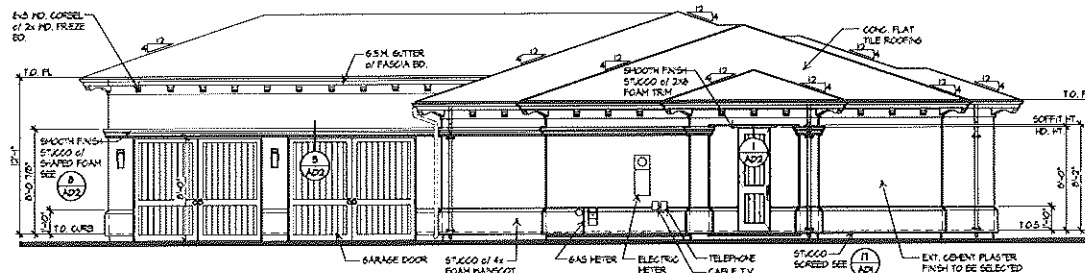
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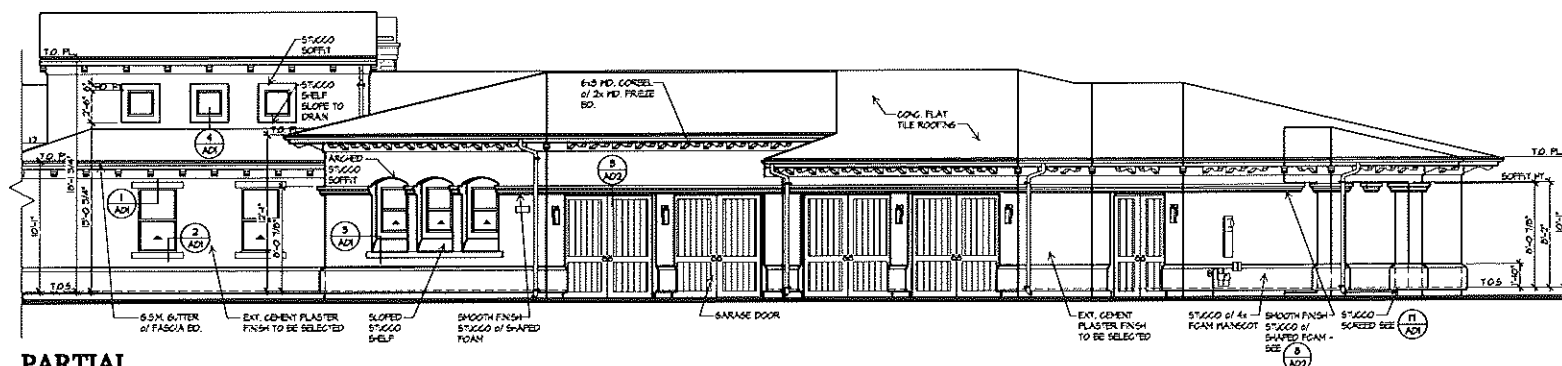
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DISCOVERY BAY, CA



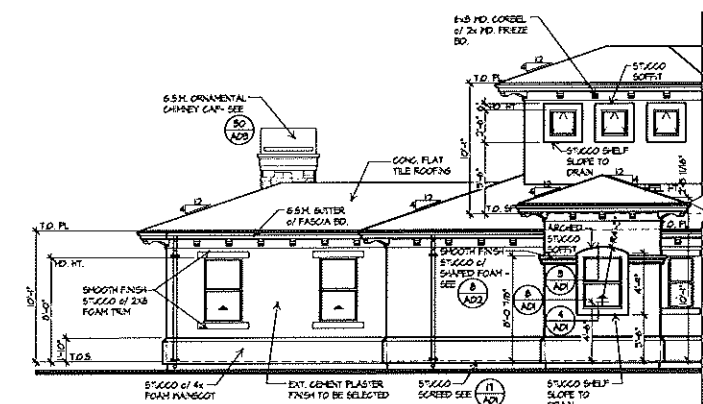
**PARTIAL
FRONT ELEVATION**
SCALE: 3/16" = 1'-0"



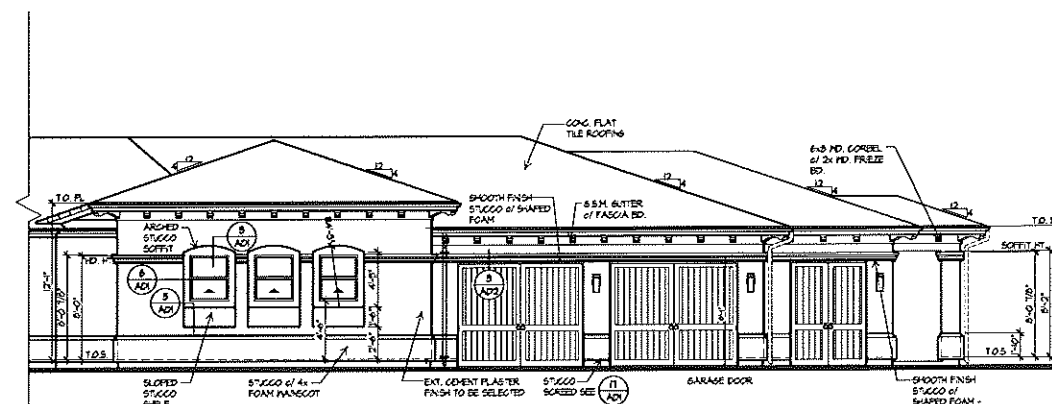
RIGHT ELEVATION
SCALE: 3/16" = 1'-0"



**PARTIAL
FRONT ELEVATION**
SCALE: 3/16" = 1'-0"



**PARTIAL
FRONT ELEVATION**
SCALE: 3/16" = 1'-0"

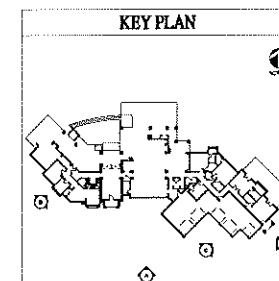


**PARTIAL
FRONT ELEVATION**
SCALE: 3/16" = 1'-0"

PRELIMINARY
NOT FOR CONSTRUCTION

**PARTIAL FRONT &
RIGHT EXTERIOR
ELEVATIONS**

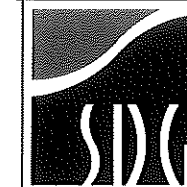
REVISIONS



SET DATE	1/18/2011
REVISION DATE	1/18/2011
SCALE	AS NOTED
DRAWN BY	MH
CHECKED BY	MM
DATE	10/26/10
PROJECT	00 TT 04 TTR

PLAN 1 - SHEET
1-3A

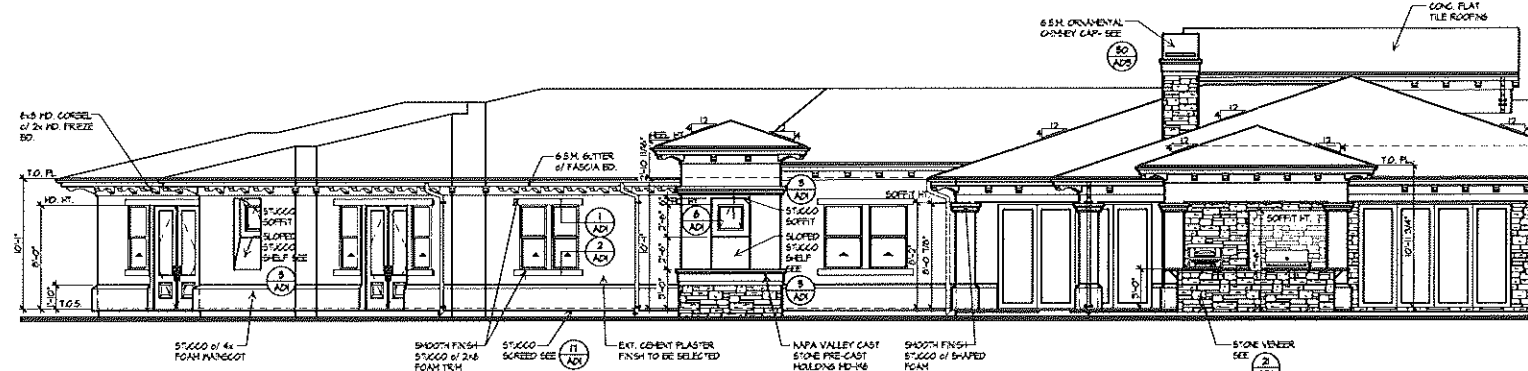
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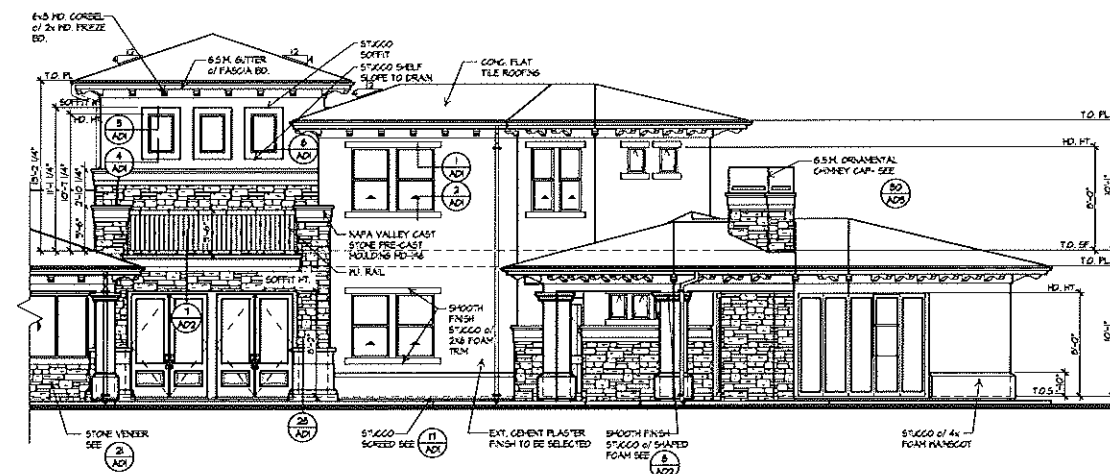
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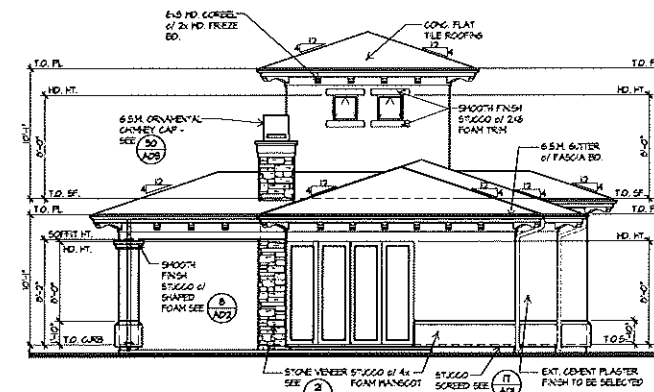
MALONBY
RESIDENCE
DISCOVERY BAY, CA



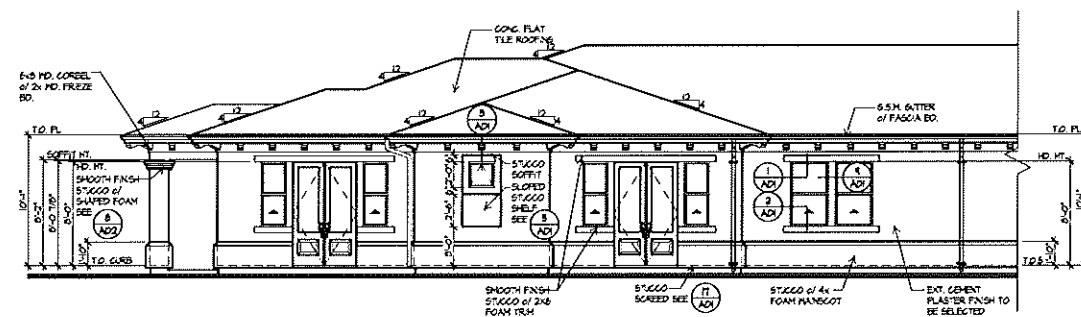
**PARTIAL
REAR ELEVATION**
SCALE: 3/16" = 1'-0"



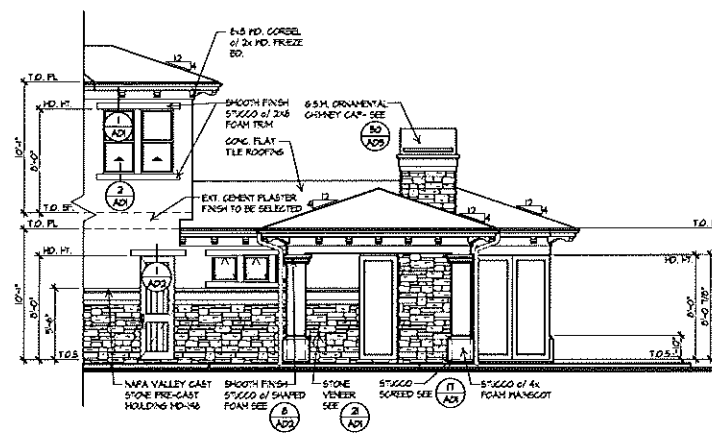
**PARTIAL
REAR ELEVATION**
SCALE: 3/16" = 1'-0"



LEFT ELEVATION
SCALE: 3/16" = 1'-0"



**PARTIAL
REAR ELEVATION**
SCALE: 3/16" = 1'-0"

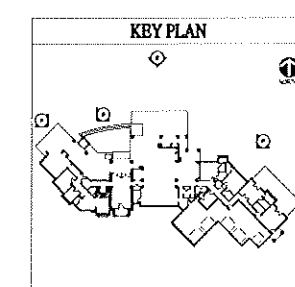


**PARTIAL
REAR ELEVATION**
SCALE: 3/16" = 1'-0"

PRELIMINARY
NOT FOR CONSTRUCTION

**PARTIAL REAR &
LEFT EXTERIOR
ELEVATIONS**

REVISIONS



SET DATE	11/18/2011
ISSUE DATE	11/18/2011
SCALE	AS NOTED
DRAWN	HY
JOB	100-26
PM	TT
QC	TT
DL	TTK

PLAN 1 - SHEET
1-3B

DO NOT SCALE THESE DRAWINGS



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 7, 2018

Prepared By: Brian Miller, Parks and Landscaping Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Discussion and possible action regarding Community Center Swimming Pool and Equipment Shed.

Recommended Action

Approval of existing Proposal or Approval to send out an RFP for the Community Center Swimming Pool Repairs.

Executive Summary

During the 2016/17 swim season, we endured two (2) pool closures for a total of eight (8) days. This had a negative impact on the Community, Lifeguards and CPO. During the course of the swim season, the lifeguards and staff struggled to get accurate and consistent water chemistry tests. The pool is losing $\frac{3}{4}$ " of water per day, the tile in the Northwest corner is popping off due to a bond beam failure, the tile on the Southeast side is separating from the pool wall, 60% of the circulation jets are flowing at a minimum, the copper piping in the system is flaking from the inside and releasing into the pool, and the skimmer on the Northeast side isn't functioning.

Four (4) DIR Swimming Pool Contractors have been contacted, two (2) have inspected the Swimming Pool, one (1) written proposal has been received, one (1) has declined to submit a bid and the two (2) other Contractors didn't respond at all.

Staff is seeking approval to repair and upgrade the Community Center Swimming Pool; if the Board decides to award a contract tonight, we can proceed with the permit process, begin the Project in September and reopen in the Spring of 2019.

In addition we are seeking approval of \$41,500.00 to remove and replace the Pool Equipment Shed. The funding was approved in the PG&E Projects List in 2015/16 by the Town of Discovery Bay CSD Board of Directors and will not affect the current Budget 2017/18 or 2018/19.

Fiscal Impact:

Amount Requested \$145,000.00 from the Community Center Fund
Sufficient Budgeted Funds Available?: Yes
Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Approval of the usage of PG&E funds to Remove and Replace the Pool Equipment Enclosure

Attachments

Tuff Shed Proposal
Community Center Pool Repair - Adams Pool

AGENDA ITEM: G-1

Premier PRO Ranch Garage - 24' wide by 30' long by 13'8" high

Base Price: \$14,629.00

Permit Price: () \$0.00

Permit Price: () \$0.00

Promotional Savings: () -\$0.00

*Prices based on installation zip code. 94505 ()

Total: \$ 41,500.00

*[Terms & Conditions \(\)](#)



Reset



Rotate



Zoom

> BUILDING TYPE & STYLE ()

< BUILDING TYPE & STYLE ()

Want to Chat?



< SIZE ()

\$14,629.00

Ranch-Style Storage Sheds

ADAMS POOL SOLUTIONS

3675 Old Santa Rita Road
Pleasanton, CA. 94588
State License #726779

December 18, 2017

Town of Discovery Bay
1601 Discovery Bay Boulevard
Discovery Bay, CA 94505

SCOPE OF WORK – POOL

1. provide calculations and plans to obtain Health Permit
2. drain pool and drill weep holes
3. remove tile and strip off old plaster to original surface
4. remove coping
5. saw cut around pool and remove concrete for new plumbing
6. install complete new plumbing system in 6” pvc to meet code
7. remove and replace all skimmers
8. replace main drain line from pool floor to equipment
9. install new waterline tile from standard selections
10. install waterline depth tiles with “Ft.” to meet code
11. install non slip tile on entry steps per code
12. install non slip tile on pool floor at 4½ ft. depth per code
13. provide and install new lane rope anchors
14. provide and install Adams dyed commercial approved coping
15. pour back dyed broom finish concrete patch around pool
16. install new mastic seal between cement and coping
17. install depth and no diving tiles in deck per code
18. replace recessed wall steps
19. install three 6” racing lanes with wall targets
20. provide and install two 3-bend entry rails
21. replace four backstroke pole anchors in new deck patch
22. remove and replace one cracked skimmer including deck patch
23. provide anti-entrapment grates per code
24. apply white plaster interior
25. provide AB1020 paperwork and submit upon completion

Total cost for pool project	\$ 127,660.00
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OPTIONS

Install new 500 gallon chlorine tank	\$ 2,985.00
Install new Chem-Trol PC2100	7,830.00

Note: actual cost of Health Permit will be additional when known

Any items required by the health department that are not included in this proposal will result in an additional cost.

Steve Santoro
Adams Pool Solutions
(925) 408-5271

ADAMS POOL SOLUTIONS

3675 Old Santa Rita Road

Pleasanton, CA. 94588

State License #726779

December 20, 2017

Brian Miller
Town of Discovery Bay
1601 Discovery Bay Boulevard
Discovery Bay, CA 94505

Dear Brian,

Thank you for allowing me to submit a proposal for the work on this pool. Adams Pool Solutions is a sixty year old company. Started in 1950 the Company is owned by the family's second generation. We have worked on thousands of pools and have the knowledge to handle all types of pool construction and renovation. I also have forty-four years experience in the pool construction industry. When doing business with Adams you work directly with me and have my personal attention throughout the project.

Based on our conversation we will only remove about 2 ft. of concrete from around the edge of the pool which will allow us to install all new plumbing. Doing this will make it a repair job that should just come under jurisdiction of the Health Department rather than involve the building department. I have listed the 500 gallon chlorine tank and new Chem Trol unit as options. These are items you might want to have Sean from NAS quote a price for you. Be assured that your business is important to me and if you have any questions or would like to discuss this in more detail, please call.

Sincerely,
Steve Santoro
Adams Pool Solutions
(925) 408-5271

Brian Miller

From: Scott Thompson <scott@burkettspoolplastering.com>
Sent: Thursday, December 21, 2017 10:24 AM
To: Brian Miller
Subject: Pool Work

Hi Brian

My apologies, Karen from Leslies left me a message and let me know you hadn't heard back from me. I sent an email a while back letting you guys know that we wouldn't be bidding the project. Our plate for the next 4-5 months is packed full of commercial work and we're spread thin. We won't be able to offer a bid nor would we be able to properly perform the work based on our work load.

My apologies for the lack of response.....

Regards

Scott Thompson
Commercial Sales
Direct # 209-495-9634
New Email Address:
scott@burkettspoolplastering.com

Visit our website:
www.burkettspoolplastering.com/commercial_division.asp

Brian Miller

Subject: Community Center Swimming Pool

Good Afternoon,

We are here today to discuss the repairs that are needed to operate the Community Center Swimming Pool. During the 2016/17 swim season, we had 2 closures. The first closure involved a malfunction of the Chemtrol 2100 unit that monitors and feeds Chlorine and Acid into the swimming pool. The second closure involved the deterioration of a 4" copper return line. The Pool was closed for a total of 8 days. This had a negative impact on the Community, lifeguard staff and CPO. During the course of the swim season, both the Lifeguard staff and CPO had a difficult time when manual testing of the water chemistry was performed. We resorted to taking 3 tests in 3 different locations to ensure that the swimming pool was safe to occupy. The readings were inconsistent every time we tested the pool water chemistry. We are also losing ¾" of water every day. The tile in the NW corner is popping off. The bond beam needs to be repaired . The tile in the SE side is beginning to separate from the pool wall. The skimmer on the Northeast side isn't working at all. 60% of the circulation jets are flowing at a minimum. The copper pipe in the equipment building, needs to be removed and replaced with pvc pipe. You can see copper flakes in the pool floor near some of the shallow end jets.

I have contacted 3 contractors, 2 have actually met with me at the swimming pool. East Bay Pool Service- doesn't do work in Discovery Bay.

Burkett Pool Plastering declined to bid on the job after meeting at the pool. Adams Pool Solutions submitted a proposal that I have for your review. NAS of Brentwood, does Pool equipment installation, but no plastering or tile. NAS and Burkett Pool Plastering did the swimming pool remodel in 2014/15. All 4 of these contractors are on the DIR approved list. As CPO , I recommend that the re-piping of the swimming pool and related work should be done this year.

Brian Miller

Parks & Landscape Manager



1535 Discovery Bay Blvd.
Discovery Bay, CA 94505
Office: (925) 308-9067
Email: bmiller@todb.ca.gov

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Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 7, 2018

Prepared By: Mac Kaiser, Recreation Programs Supervisor
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

2018 Program, Activities, and Event Fee Waivers.

Recommended Action

Acceptance of Fee Waivers approved by the General Manager for the following 2018 Program, Activities, and Events.

Executive Summary

The Town of Discovery Bay Community Services District Board of Directors (Board) established the Park & Facility Usage and Rental Policy #13 on July 16, 2013; and

Whereas the Park & Facility Usage and Rental Policy was revised on October 19, 2016 to more adequately respond to the needs of the community; and

Whereas requirements, except those identified as "prohibited", may now be waived or modified on a case-by-case basis by the General Manager, or designee upon the finding of public interest; and any such modification (including modification to fees) shall be summarized on the next available board agenda.

Therefore, Staff is submitting for acceptance the following 2018 Programs, Activities, and Events whose "Fees" were waived by the General Manager upon the finding of public interest per the Park & Facility Usage and Rental Policy #13.

"Bridge on the Lake" Senior Duplicate Bridge games held every Saturday throughout the year at the Discovery Bay Community Center from 12PM to 4:30PM for a fee waiver total amount of \$8,190. Effective July 2017, the Town entered into a Memorandum of Understanding with the "Bridge on the Lake" duplicate bridge participants, requiring a fee of \$1 per person/per week in an effort to offset this direct cost to the Town. For 2017 the Town recovered a total of \$678 over a six-month period from the "Bridge on the Lake" group.

"Hand and Foot" Senior Duplicate Bridge games held every Wednesday throughout the year at the Discovery Bay Community Center from 12PM to 4PM for a fee waiver total amount of \$5,200.

"Boy Scouts of America Troop 514" weekly Monday meetings held throughout the year at the Discovery Bay Community Center from 6:30PM to 8PM for a fee total waiver amount of \$1,500. The Boy Scouts Troop 514 annually provides an agreed upon in-kind service project for the Town.

"Resisting Aggression Defensively (R.A.D.) Kids" is a Contra Costa County Sheriff's program to be held at the Discovery Bay Community Center June 18-22 from 9AM to 2PM. This free community event for children ages 5-7 years, provides safety topics that include; Home Safety, School Safety, Out and About Safety, Good and Bad Strangers, and What to do in an emergency and then helping them understand how to react. This is a one-week program for a total fee waiver amount of \$310.

"Annual Easter Egg Hunt" conducted by the Discovery Bay Lions Club on March 24 at the Discovery Bay Community Center from 7AM to 12PM for a fee waiver total amount of \$100.

"Continued to the next page"

“Holiday Day Parade” and “Breakfast with Santa” conducted by the Discovery Bay Chamber of Commerce and the Discovery Bay Lions Club utilizing the parking lot in front of the Discovery Bay Community Center. There is currently no fee schedule for the use of just the parking lot in front of the Discovery Bay Community Center.

Staff recommends acceptance of the above 2018 Programs, Activities, and Events Fee Waivers by the General Managers for a total amount of \$15,300

Fiscal Impact:

Amount Requested \$ None

Sufficient Budgeted Funds Available? (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

None

Attachments

Parks & Facility Usage & Rental Policy #013
Resolution 2016-17

AGENDA ITEM: G-2



Town of Discovery Bay

Program Area: Parks and Landscaping	Policy Name: Park & Facility Usage & Rental Policy	Policy Number: 013
Date Established: April 20, 2011	Date Amended: May 3, 2017	Resolution: 2016-17

I. GENERAL INFORMATION

The Park & Facility Usage and Rental Policy outlines specific regulations and requirements associated with the permitted rental of a public facility and/or area within the Town of Discovery Bay Community Services District (District) owned or operated park. Obtaining a permit shall grant the user basic usage and access rights for the approved purpose and time only. Any fees or deposits established by the District Board of Directors shall be paid by the applicant prior to the approval of the permit. All users shall comply with County, State and Federal laws.

The District reserves the right to cancel, revoke or suspend any and all reservations, permits and applications if deemed inappropriate, flagrantly disrespectful or if harmful activities are taking place in the park or facility. No notice is required and, in some cases, the Sheriff will be notified and enforcement action will be requested. Violations of this policy may result in forfeiture of fees and/ or deposit.

Facilities and parks available for rental include:

1. Cornell Park, Tennis Court
2. Cornell Park, Pickle Ball Courts
3. Cornell Park, Baseball Field
4. Cornell Park, Soccer Field
5. Cornell Park, Shaded Picnic Area
6. Cornell Park, Horse Shoe Pits or Bocce Courts
7. Ravenswood Park, Covered Picnic Area 1
8. Ravenswood Park, Covered Picnic Area 2
9. Ravenswood Park, Soccer Field
10. Community Center, Tennis Court(s)
11. Community Center, BBQ Area
12. Community Center, Reception Area
13. Community Center, Arts and Crafts/Meeting Room
14. Community Center, Multi-Purpose Room
15. Community Center, Event lawn
16. Community Center, Swimming Pool

II. ELIGIBILITY & PRIORITY

The District reserves the right to exclude or remove activities it deems inappropriate for public use. District business will take precedence over any and all other meetings. Groups that have a reservation in advance are subject to cancellations, in rare circumstances, to accommodate this priority. All fees will be returned to the user if the District requires a cancellation or relocation of the reserved event.

In issuing permits, priority shall be given to Discovery Bay residents and events serving the Discovery Bay community.

III. RESERVATION REQUIREMENTS

The renter must be over 18 years of age, and submit a complete Reservation Form to the Community Center, a refundable damage deposit, and all applicable user fees and insurance as described in Insurance Requirements. Renters are required to provide the name and phone number of the principal contact person and a secondary contact. This person must be present onsite during the approved rental period and will be the emergency contact, and is responsible for ensuring compliance with the policies outlined. A copy of the permit must be onsite and available upon request by District staff or representatives during approved rental period.

Single day reservation may be made up to one (1) year in advance. Long-term league reservations may be made up to four (4) months in advance, unless previously approved by the Town of Discovery Bay CSD Board of Directors.

No reservation or agreement will be approved or signed until the requesting user has paid the applicable deposits and fees.

Insurance Requirements: All sports leagues, organizations, or inflatable play equipment operators are required to provide the District with a CERTIFICATE OF LIABILITY INSURANCE showing valid liability coverage in the amount of \$1,000,000. A separate ADDITIONAL INSURED ENDORSEMENT must be submitted listing the "Town of Discovery Bay CSD, its officers, officials, employees, and volunteers" as additional insured on the policy. Insurance Certificates must be submitted to the District at least five (5) days prior to the scheduled reservation.

Cancellations: Park Rental cancellations occurring five (5) business days or more prior to the event will be refunded all fees and deposits. Cancellations occurring four (4) business days or less prior to the event will forfeit all applicable fees but be refunded all of the deposit.

Cancellation for Indoor Facility Rentals at the Community Center occurring sixty (60) days or more prior to the event will be refunded all fees and deposits. Cancellations less than sixty (60) days, but more than thirty (30) days prior to the event date will forfeit 25% of the total fees. Cancellations less than thirty (30) days prior to the event date, but more than fifteen (15) days prior to the event date will forfeit 50% of the total fees. Cancellations occurring less than fifteen (15) days prior to the event date will forfeit all applicable fees. In all cases of cancellation, the deposit shall be returned.

Cancellation fees above do not reflect any cancellation processing fees. Processing fees are in addition to the cancellation fees described here.

Clean Up: Renters are required to clean up and return the park or area to the original condition. Trash must be placed in the receptacles provided. Trash that does not fit in the trash receptacle must be disposed of properly by the renter.

Reasonable party decorations are permitted. However, users may not put staples or nails into any tree, sign, wall or table for any purpose. All decorations must be taken down and removed from the facility.

Deposit Forfeiture: Renter agrees to take full responsibility for the behavior of their guests during the rental period. Children must be supervised at all times by adults. Any charges for damage to the park or facility or its furnishings will be deducted from the deposit. Rentals that exceed the reserved time period will be charged the hourly rate to be deducted from the deposit. Failure to leave the rented area in satisfactory condition will result in deposit forfeiture. Upon a satisfactory inspection of the premises by District staff, the deposit check will be destroyed or returned to the applicant.

Prohibited Activities: No person shall consume, possess, sell, serve or cause to be served, any alcoholic beverage of any kind within any park area, unless expressly authorized in advance of the event by the Board of Directors. The General Manager, or designee, is authorized to approve service of alcoholic beverages for private events taking place at the Discovery Bay Community Center once a complete and approved application is received and all insurance requirements and other conditions of approval are approved. See Special Conditions regarding the serving and or/sale of Alcoholic beverages, below. Fires and barbecues (BBQ) shall be permitted only in grills already provided in the park. There shall be no overnight events or camping at any Discovery Bay park facility unless expressly authorized in advance of the event by the Board of Directors.

Gambling activities are expressly prohibited at all Town of Discovery Bay Parks and Recreation facilities. Individuals or groups of individuals in violation of this prohibited activity shall immediately cease the prohibited activity. Failure to cease shall result in the immediate notification of local law enforcement authorities.

Renter agrees that they will comply with all state and local laws including but not limited to activities that require a state or local permit. At the discretion of the General Manager, or designee, security may be required on a case by case basis.

Special Conditions regarding the serving and or/sale of Alcoholic beverages:

If alcohol is to be served or sold, it must be indicated on the rental application. The General Manager or Board of Directors, as identified above, must approve any application which includes consumption or sale of alcohol. Once approved, it is the responsibility and liability of the Renter and/or organization renting the facility. At the discretion of the General Manager, or designee, security may be required on a case by case basis.

To sell alcoholic beverages at your event, a valid alcohol permit from the California Department of Alcoholic Beverage Control Board (A.B.C.) must be obtained. The permit must be on file with the District offices at least ten (10) days prior to your event.

Food and Alcohol may be consumed without an Alcohol permit from the A.B.C. when there is no monetary exchange for the food, beverages or admission charged for the event.

Violation of any of these requirements will result in immediate termination of Renter's event and will result in forfeiture of the damage deposit.

The District may require additional deposits, insurance and/or security for events where alcohol is served. These additional requirements will be determined by the circumstances of each rental request.

Food Preparation: Food and non-alcoholic beverages may be served, but not prepared on site for any indoor facility rentals at the Community Center.

Exhibitions, Events, Festivals, Meeting and Assemblies: Any person, group, society, club or organization wishing to set up or maintain any exhibition, place of amusement, concert, picture show, bandstand, performance, entertainment or other form of amusement or function where the expected attendance is fifty (50) people or more occupying the park at any one time, must first obtain written authorization from the District's General Manager. These types of requests must be submitted no less than sixty (60) days prior to the event.

IV. MISCELLANEOUS

Any policy listed herein may be waived or modified on a case-by-case basis and at the discretion of the Board of Directors.

Requirements listed herein, except those identified as "prohibited", may be waived or modified on a case-by-case basis by the General Manager, or designee, upon the finding of public interest; any such modification (including modification to fees) shall be summarized on the next available board agenda.

Policy Established:

April 20, 2011

Policy Amended:

July 16, 2013

January 8, 2014

December 16, 2015

October 19, 2016

May 3, 2017



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2016-17

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
AMENDING PARK & FACILITY USAGE & RENTAL POLICY**

WHEREAS, the Town of Discovery Bay Community Services District owns and/or maintains parks and recreation facilities located within Discovery Bay; and

WHEREAS, the Town of Discovery Bay Community Services District previously adopted a Park Usage and Rental Policy on April 20, 2011; and

WHEREAS, the Park and Usage and Rental Policy has been amended on July 16, 2013, January 8, 2014, and December 16, 2015 respectively; and

WHEREAS, it is necessary to revise the Park and Usage and Rental Policy.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES AS FOLLOWS:

SECTION 1. That the Board adopt the Park and Facility Usage and Rental Policy and that it be incorporated herein and made a part of this Resolution.

SECTION 2. The Board Secretary shall certify the adoption of this Resolution.


PASSED, APPROVED AND ADOPTED THIS 19th DAY OF October, 2016.



Robert Leete
Board Vice-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 October 19, 2016, by the following vote of the Board:

AYES: 3 - Vice President Leete, Director Suman, Director Steele
NOES: 0
ABSENT: 2 - President Poase, Director Araves
ABSTAIN: 0



Catherine Kutsuris
Board Secretary

**Byron
Municipal
Advisory
Council
DRAFT**



Office of Supervisor Diane Burgis
Contact: Alicia Nuchols
3361 Walnut Blvd. Suite 140
Brentwood, CA 94513
925-252-4500

Respectfully submitted by: _____

*The Byron Municipal Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

Record of Actions

Meeting start time: 6:00 p.m.

Tuesday, November 28, 2017

1. **Meeting called to order by Chair Schmit at 6:01 p.m. Councilmembers Maggiore absent.**
2. **Public Comment:** Rich Facciano and Nicole Santino residents across the street from gas station, spoke regarding the letter they sent to Public Works, Byron MAC, and Supervisor Burgis' office.
3. **Review Record of Actions from 10-24-17 meeting:** Motion to approve as corrected made by Councilmember Nisen, second by Councilmember Thuman. Motion passed: Schmit, Nisen, Thuman, Lopez. **AYES: 4-0 ABSTAIN: 0**
4. **Agency Reports**
 - a) **East Contra Costa Fire Protection District:** Chief Macumber introduced himself, discussed focus on weed abatement/hazard abatement program, PDA after the New Year. Fire District is increasing their visibility on social media, Facebook, Instagram, Twitter & YouTube. Open House for Bixler station to be scheduled for March 10th, more to come, this will be an annual event. They are working to have each station will have one.
 - b) **Contra Costa County Sheriff's Department:** Monthly report provided by Lt. Borbely for Oct Calls for Service.
 - c) **California Highway Patrol:** Officer Thomas provided an update on beat coverage
 - d) **Office of Supervisor Diane Burgis: ANNOUNCEMENTS:** Holiday Open House December 5th 4-6pm, Holiday Food Fight, Fire District Opening, Mental Health Forum (flyer provided), Update on Byron Highway/Camino Diablo Intersection Project and join our newsletter via text (passed out flyer). Announced Lea Castleberry will staff in 2018.
5. **Items for Action and/or Discussion**
 - a) **Review & Discuss LP17-2024:** The applicant requests to renew Land Use permit for existing family member mobile home. Board reviewed, motion was made by Councilmember Lopez, second by Councilmember Nisen. Motion passed: Schmidt, Nisen, Thuman, & Lopez. **AYES: 4-0 ABSTAIN: 0**
6. **Correspondence Key: R= Received S= Sent**
 - a. R-10/19/17 Contra Costa County Planning Commission for October 25, 2017
 - b. R-10/25/17 Contra Costa County Zoning Administrator for November 6, 2017
 - c. R-11/2/17 Contra Costa County Planning Commission for November 8, 2017
 - d. R-11/10/17 Correspondence Received
 - e. R-11/10/17 Contra Costa County Zoning Administrator for November 20, 2017

7. Councilmember Comment/Future Agenda Item:

Byron Family Park Update

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

Adjourned to next meeting scheduled for January 23, 2018.

Contra Costa County CSD
Received
JAN 29 2018

**NOTICE OF A PUBLIC HEARING BEFORE THE
CONTRA COSTA COUNTY BOARD OF SUPERVISORS**

ZONING TEXT AMENDMENT

NOTICE is hereby given that on Tuesday February 6, 2018, at 9:30 a.m., in the County Administration Building, 651 Pine Street, (Corner of Pine and Escobar Streets), Martinez, California, the Contra Costa County Board of Supervisors will hold a public hearing to consider the following matter:

ZONING TEXT AMENDMENT TO ADD CHAPTER 82-50 TO THE COUNTY ORDINANCE CODE, RELATED TO URBAN FARM ANIMALS (File #ZT17-0003): This is a County-initiated zoning text amendment to add Chapter 82-50 to the County Ordinance Code to regulate the raising and keeping of farm animals in residential zoning districts in the unincorporated areas of Contra Costa County, including requirements for the location and design of animal structures. The proposed amendment includes other modifications to Title 8 and Title 4 of the County Code for consistency with Chapter 82-50 and to regulate the keeping of roosters in agricultural zoning districts in the unincorporated areas of Contra Costa County.

For the purpose of compliance with the California Environmental Quality Act (CEQA), County staff has determined that the proposed zoning text amendment to the County Ordinance Code is exempt from CEQA under the general rule of applicability, CEQA Guidelines Section 15061(b)(3), that CEQA only applies to projects which have the potential for causing a significant effect on the environment.

If you challenge this matter in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the County at, or prior to, the public hearing.

Prior to the hearing, the Department of Conservation and Development staff will be available on Tuesday, February 6, 2018, at 9:00 a.m. in Room 108 in the Administration Building, 651 Pine Street, Martinez, to meet with any interested parties in order to (1) answer questions; (2) review the hearing procedures used by the Board; (3) clarify the issues being considered by the Board; and (4) provide an opportunity to identify, resolve, or narrow any differences, which remain in dispute. If you wish to attend this meeting with staff, please call Stan Muraoka, AICP, at 925-674-7781, Community Development Division, by 3:00 p.m. on Monday, February 5, 2018, to confirm your participation.

Date: January 23, 2018

David Twa, Clerk of the Board of Supervisors and County Administrator

By 
June McHuen, Deputy Clerk

FINAL



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
November 9, 2017**

MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:00 AM.

PRESENT: **Roger Bass**, District II
Maurice Gunderson, Secretary, Member at Large
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III
Dale Roberts, District I
Tom Weber, District IV

ABSENT: **Emily Barnett**, Member At-Large
Mike Bruno, Vice Chair, Airport Business Association
Eric Meinbress, Member At-Large
Russell Roe, District V

STAFF: Keith Freitas, Director of Airports

**OPENING COMMENTS
BY CHAIR:** Ronald Reagan welcomed the attendees.

**PUBLIC COMMENT
PERIOD:** None.

**APPROVAL OF
MINUTES:** Moved by Maurice Gunderson; seconded by Keith McMahon.
Approved Yes: Roger Bass, Derek Mims, Ronald Regan, Dale Roberts, and Tom Weber. No: None. Abstained: None. Absent: Emily Barnett, Mike Bruno, Eric Meinbress, and Russell Roe.

**APPROVAL OF
CONSENT ITEMS:** Moved by Maurice Gunderson; seconded by Roger Bass.
Approved Yes: Keith McMahon, Derek Mims, Dale Roberts, Ronald Reagan, and Tom Weber. No: None. Abstained: None. Absent: Emily Barnett, Mike Bruno, Eric Meinbress and Russell Roe.

PRESENTATIONS:

a. Review and Discuss the City of Brentwood's Economic Development Program Presented by Gus Vina, Brentwood City Manager

Gus Vina, Brentwood City Manager, presented their economic development action plan to the Committee to facilitate economic growth in the East County region. Out of that economic development action plan, seven job generating opportunities were developed:

1. **Create and implement a business development center.** This center would provide workforce training for the many small, independent, and family-owned businesses in Brentwood.
2. **Build full-scale hospital.** This would generate approximately 800 jobs for the 1500 local residents that currently work in healthcare
3. **Find ways to build tourism.** Designating an individual to oversee the visitor experience to best ensure that tourists come back (i.e. hotels)
4. **Build restaurants in downtown areas of Brentwood.** Building more restaurants will attract customers and ultimately create jobs
5. **Develop a business park.** 400 acres are available between Sand Creek Road and Lone Tree Way. That working group is creating a business park development plan
6. **Create business retention expansion and attraction program.** Focus is to help grow small, independent, and family-owned businesses and to ensure they are receiving all the guidance necessary to grow
7. **Preserve agriculture.** Bring farmers together and provide direction in order to preserve and upgrade the agricultural industry

In conclusion, Mr. Vina added how the Northern Waterfront runs throughout East County and noted the Byron Airport is located in the center of that corridor. Mr. Vina expressed his desire to work with Airport staff in order to increase business developments and ultimately jobs in the East County region

b. Review and Discuss the Update Regarding Funding for the Airport Connector Project Presented by Kevin Romick, Oakley City Council Member

Kevin Romick with the Contra Costa County Transportation Authority gave a presentation in regards to the regional airport connector road from to Vasco Road to the Byron Airport. In 2016, Measure X, which required a two-thirds vote, was ultimately defeated. On the 2018 ballot will be Regional Measure 3 (RM3). Mr. Romick stated that if the measure passes, \$10 million will go to the planning and construction for the airport connector. Ronald Reagan stated how important it is to get the word out that Contra Costa County needs a connector road in order to reduce the congestion on Camino Diablo in Byron.

DISCUSSION/ACTION ITEMS:

a. **Discussion of Items Pulled from Consent**

No items were pulled from consent.

b. **Discuss and Select a Recipient for the Contra Costa County Airports Recognition Award**

After discussions, the Committee unanimously voted to award the Office of the Sheriff Air Support Unit and Rashid Yahya for their continued efforts in promoting aviation. The awards will be given at the next AAC meeting tentatively scheduled to be held on January 11, 2018.

Moved by Maurice Gunderson; seconded by Tom Weber. Approved Yes: Emily Barnett, Roger Bass, Keith McMahon, Derek Mims, Ronald Reagan, and Dale Roberts. No: None. Abstained: None. Absent: Emily Barnett, Mike Bruno, Eric Meinbress, and Russell Roe.

c. **Update and Discuss the Economic Development and Incentive Program (EDIP) Process and Establish New Working Groups to Assist Airport Staff**

Airports staff began an Economic Development Incentive Program (EDIP) process to develop a program that would be most successful in retaining existing and attracting new aviation tenants and businesses. Airports staff will hold two working group meetings on November 15, 2017. These working groups will be separated between businesses and tenants in order to discuss different components of the overall plan, including Contra Costa County Airports' current rates and charges. The business meeting will be held at 8:30 a.m. and the tenant meeting will be held at 1 p.m.

d. **Update and Discuss the Byron General Plan Amendment and Expected Delay Due to CALTRANS Request**

During the process of updating the Byron General Plan Amendment, it was noticed that the Airport Land Use Commission (ALUC) plan was out of date. Both plans must be consistent with each other, therefore the updating of the Byron General Plan Amendment will be delayed to accommodate the ALUC plan update.

e. **Review and Discuss the Federal Aviation Administration Determination Regarding Informal Complaint Filed by Vietnam Helicopters, Inc. dba Vietnam Helicopter Museum**

About a year ago Vietnam Helicopter Museum (VHM) filed an informal complaint with the FAA against Contra Costa County claiming discriminatory acts against VHM. In response to the allegations, the FAA found that there were zero non-compliance actions by Contra Costa County. As of now, the Airport Enterprise Fund has spent approximately \$100,000 in legal fees (County Counsel) and Airport staff time.

f. Discuss the Status of Long-Term Leasing for 101 John Glenn Drive Facility

This property reverted back to the County approximately three years ago, [which includes office and aircraft hangar space]. Airport staff received a letter of interest to lease the property on a long term basis. After a competitive solicitation was conducted, the Airport received two proposals. The proposals received were by Pacific States Aviation (PSA) and Sterling Aviation. The proposals were ranked by a five person selection committee and PSA and Sterling Aviation were ranked 1st and 2nd respectively. Airport staff is currently in negotiations with PSA to long-term lease the property.

FUTURE AGENDA ITEMS/COMMENTS

ADJOURNMENT: The meeting was adjourned by the Chair at 11:17 AM.

DRAFT



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
January 11, 2018**

MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:00 AM.

PRESENT: **Emily Barnett**, Member At-Large
Mike Bruno, Airport Business Association
Maurice Gunderson, Secretary, Member at Large
Keith McMahon, City of Concord
Eric Meinbress, Member At-Large
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III
Dale Roberts, District I
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Roger Bass, District II**

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Alina Zimmerman, Airport Administrative Assistant

**OPENING COMMENTS
BY CHAIR:**

Ronald Reagan welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

There was public comment asking to consider an Observation Plaza at the Byron Airport.

Keith Freitas updated the AAC on the Airport Committee meeting held on January 10, 2018. He explained that Supervisor Mitchoff would like the AAC to look at the current ByLaws and consider revising them to increase the membership in order to include representation specifically from the general communities around Buchanan Field and the Byron Airport.

APPROVAL OF MINUTES:

Moved by Tom Weber; seconded by Maurice Gunderson. Approved Yes: Emily Barnett, Mike Bruno, Dale Roberts, Keith McMahon, Derek Mims, Ronald Reagan, Russell Roe, and Eric Meinbress. No: None. Abstained: None. Absent: Roger Bass.

APPROVAL OF CONSENT ITEMS:

Moved by Keith McMahon; seconded by Derek Mims. Approved Yes: Emily Barnett, Mike Bruno, Dale Roberts, Maurice Gunderson, Ronald Reagan, Russell Roe, Eric Meinbress, and Tom Weber. No: None. Abstained: None. Absent: Roger Bass.

PRESENTATIONS:

a. Present the Contra Costa County Airports Recognition Awards to Rashid Yahya and the Office of the Sheriff Air Support Unit

The AAC awarded Rashid Yahya and the Office of the Sheriff Air Support Unit with the Contra Costa County Airports recognition award for their continued efforts in maintaining a safe and peaceful environment for Contra Costa County residents and for providing exceptional services that build the Airports and surrounding aviation communities

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

No items were pulled from consent.

b. Review and Discuss the Update Regarding Transportation Security Administration's (TSA) Site Visit on November 29, 2017

Airport Staff contacted TSA and requested a site visit to evaluate the Airports' current protocols and procedures. TSA was ultimately impressed with the protocols/procedures and the equipment in place. Few recommendations were made that Airport staff will consider as they make security improvements to both Airports.

c. Review and Discuss the Airport Strategic Plan Summary of Top Priorities

Airport staff are moving forward to implement some of the top priority projects identified in the strategic plan. The first priority project is updating the Airports' rates and charges. Staff hopes to implement the new changes by July 1, 2018. Tenants should expect to see a slight reduction in rent fees. The second priority project is to update the Airports' terminal building on John Glenn Drive. Staff is looking to build a new general aviation terminal building of approximately 10-15,000 square feet. The third priority project is to obtain congressional support for federal funding for a new Air Traffic Control Tower at Buchanan Field. Other priority projects include completion of the Byron General Plan

Amendment, Airport Land Use Compatibility Plan, and expansion of an existing, or building of a new maintenance hangar at Byron to facilitate business development.

d. Review and Discuss the 2018 Airport Capital Improvement Program

Every year Airports staff meets with the Federal Aviation Administration (FAA) to go over Contra Costa County Airports' plan for funding over the next 10-15 years. Staff received support from the FAA for the reviewed list of projects. The larger project that has been tentatively approved for 2019 is the reconstruction of CCR Runway 32R/14L that would cost approximately \$4.2 million. Airport staff will continue to provide updates as the project proceeds.

e. Review and Discuss the Unmanned Aerial System (UAS) FAA Pilot Program Sponsor

The FAA notified state and local governments to participate in an Unmanned Aircraft Systems (UAS, also known as drones) pilot test program to help develop policies for drone use. This program will help the FAA gain data to formulate rules and regulations for the operation of drones. The Board of Supervisors authorized Airport staff in November 2017 to be a part of a larger group led by the CA Department of Technology (CDT) to participate in the program. The CDT will submit an application on behalf of the County to the FAA to be considered as one of the five locations to operate in, in which the FAA will make a selection in May 2018.

f. Review and Discuss the Airport Enterprise Fund Budget for Fiscal Year 2016-17

The AAC reviewed the Airport Enterprise Fund Budget for FY 16-17. Revenues exceeded expenditures by approximately \$1.3 million.

g. Review and Discuss the 3-Acre Development Proposal Update

This three-acre business park development is located on the south tip of Sally Ride Drive. Montecito is going through the final stages of the environmental process. A draft lease is in place with hopes to go before the Board of Supervisors in March 2018. Montecito hopes to break ground in June 2018 and be in full operation by the end of the calendar year.

h. Review and Discuss the 4.6-Acre Development Proposal Update

This piece of property is located on the northeast corner of Marsh Drive and Solano Way. A tax share and entitlement process agreement was completed in 2017 between the County and the City of Concord. A developer, Gotham Greens, was selected and a preliminary application was submitted to the City of Concord. Gotham Greens hopes to break ground in summer 2018.

i. Review and Discuss the 101 John Glenn Drive Long-Term Lease Update

Airport staff received a letter of interest to long-term lease 101 John Glenn Drive. Staff conducted the competitive selection process and received two proposals. A

ranking committee reviewed the packets and ultimately chose Pacific States Aviation, Inc. whom took possession of the property on January 7, 2018.

FUTURE AGENDA ITEMS/COMMENTS

- **Observation plaza at Byron Airport**
- **AAC ByLaws**
- **Brown Act requirements**
- **Rates and charges**

ADJOURNMENT: The meeting was adjourned by the Chair at 10:50 AM.