



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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

For the Regular Meeting of Wednesday  
October 7, 2015

7:00 P.M. Regular Meeting

Community Center  
1601 Discovery Bay Boulevard



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

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

Wednesday October 7, 2015

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### REGULAR MEETING 7:00 P.M.

#### **A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

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

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Chair.

#### **C. AREA AGENCIES REPORTS / PRESENTATION**

1. Sheriff's Office Report
2. CHP Report
3. East Contra Costa Fire Protection District Report
4. Supervisor Mary Piepho, District III Report

#### **D. COMMITTEE/LIAISON REPORTS**

1. Trans-Plan Report
2. County Planning Commission Report
3. Code Enforcement Report
4. Special Districts Report\*\*

\*\*These meetings are held Quarterly

#### **E. PRESENTATIONS**

1. Emergency Preparedness Presentation for Elected Officials

#### **F. 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. Approval of DRAFT minutes of regular meeting for September 16, 2015
2. Approve Register of District Invoices

**G. BUSINESS AND ACTION ITEMS**

1. Odyssey of the Mind Teams utilizing Community Center through March 2016
2. Award of Bid for the Wastewater Treatment Plant No. 2 Equipment Cover to McFadden in the amount of \$192,902.00
3. Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix Comment Letter

**H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

1. District Financial Statement Report for the Period ending June 30, 2015
2. Delta Seaweed Removal Update

**I. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

**J. MANAGER'S REPORT – Discussion and Possible Action**

**K. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

**L. DISTRICT LEGAL COUNSEL REPORT**

**M. SUB-COMMITTEE UPDATES – Discussion and Possible Action**

1. Finance
2. Communications
3. Parks and Recreation
4. Water and Wastewater
5. Waterways

**N. CORRESPONDENCE – Discussion and Possible Action**

1. R - Central Contra Costa Sanitary District meeting minutes for July 20, 2015
2. R - East Contra Costa County Fire Protection District meeting minutes for August 3, 2015

**O. PUBLIC RECORD REQUESTS RECEIVED**

**P. FUTURE AGENDA ITEMS**

**Q. ADJOURNMENT**

1. Adjourn to the next regular meeting of October 21, 2015 starting 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 twenty-four 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."



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No Back Up  
Documentation  
For Agenda Item C



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No Back Up  
Documentation  
For Agenda Item D

# Standardized Emergency Management System

## Executive Course for Elected Officials



# What is Emergency Management ?

- **Communication and Coordination**
  - **At all levels**
- **Management of Resources**
  - **Inter-Agency**
  - **Mutual Aid**
  - **Private Sector**
- **Monetary Considerations**
  - **How are we going to pay for it?**



# SEMS Background

- 1991 East Bay Hills Fire
- Major Negative Impact
- 1500 acres, 2800 buildings, killed 25 people including first responders
- Many Problems
- Senator Petris lost home





# NIMS

## National Incident Management System

- Post September 11, 2001
- National approach to Incident Management
- Based on California's SEMS
- Applies to all events regardless of size or complexity



# Legal Basis for SEMS

**Senate Bill 1841**

**Government Code § 8607**



**INTENT: To Improve Coordination of State & Local Emergency Response in California**



Town of Discovery Bay

# State Agencies

**MUST USE SEMS**

**NO EXCEPTIONS**



# Local Government

**MUST USE SEMS!**

....To be eligible for State & Federal funding of:  
**RESPONSE and RECOVERY RELATED COSTS**



# SEMS Components



The Components of SEMS are:

1. Incident Command System (ICS)
2. Multi-Agency / Inter-Agency Coordination (MACS)
3. State's Mutual Aid Program
4. Operational Area Concept



# The Incident Command System (ICS)

- Developed by Firescope Program in 1970s
- Used Federal, State, and Local Fire services
- A National “Generic” ICS has been adopted by SEMS for use at the Field Level



# Inter-Agency Coordination System



- Agencies and/or Jurisdictions with a Response Requirement (Jurisdictional Authority)
- Facilitates the Management of Resources and Response Information

# Master Mutual Aid System

- 1950 agreement among all CA political subdivisions.
- Voluntary and reciprocal agreements which provide services, resources, and facilities, when jurisdictional resources are inadequate.
- Several Mutual Aid Systems form essential links in SEMS.



# Operational Area Concept

- **County and All Political Subdivisions**
- **Coordination of Emergency Activities within the County**
- **Coordination of Mutual Aid within the County Boundaries**
- **Op Area EOC activates in support of City and/or Other Agency EOC Activations**



- ❖ **California Emergency Services Act, Article 9 – Operational Areas §8605**
- ❖ **State of California Emergency Plan, Section 7.3.6 , County Government as Operational Area Lead**



# Five Levels of Response

**State**

**Region**

**Operational Area**

**Local Government**

**Field**



# Five Levels of Response

## Field



- Tactical on-scene response
- The use of Incident Command Posts as required
- Provides for “Unified Command”
- Requests support from the Local Government DOC or EOC

# Five Levels of Response

## Local Government



- City and Special District
- Emergency Management
- Establish and maintain EOCs and DOCs
- Implement Local Emergency Plans
- Requests Support from Operational Area
- Supports Field Level activity



# Five Levels of Response

## Operational Area

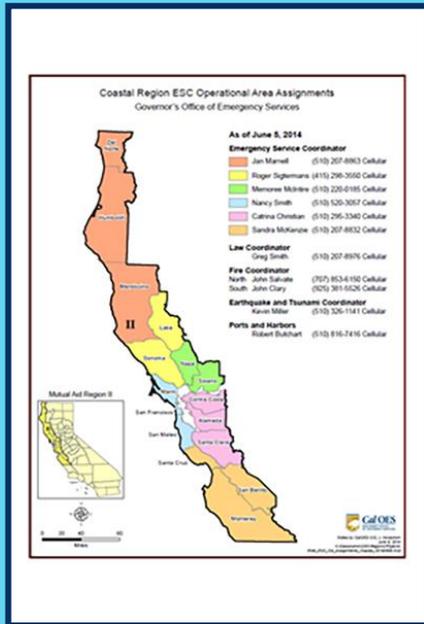


- **County and all Political Subdivisions**
- **Establish and maintain Operational Area EOCS**
- **Coordinates with Cities and Special Districts to broker resources**
- **Make requests to the REOCs**



# Five Levels of Response

## Region



- State Level
- Located in Mather, Walnut Creek and Los Alamitos
- Establish and maintain REOCs
- Implement State Emergency Plan
- Brokers Resources between Operational Areas
- Coordinates Assigned Federal Resources

# Five Levels of Response

## State



- OES & State Agency Executive
- Located in Sacramento
- Brokers Resources between Regions
- Interface with the National Response Plan
- Informs Governor and Legislature
- Implements State Level Media Policy



# SEMS Organization

SEMS Functional Organization Chart

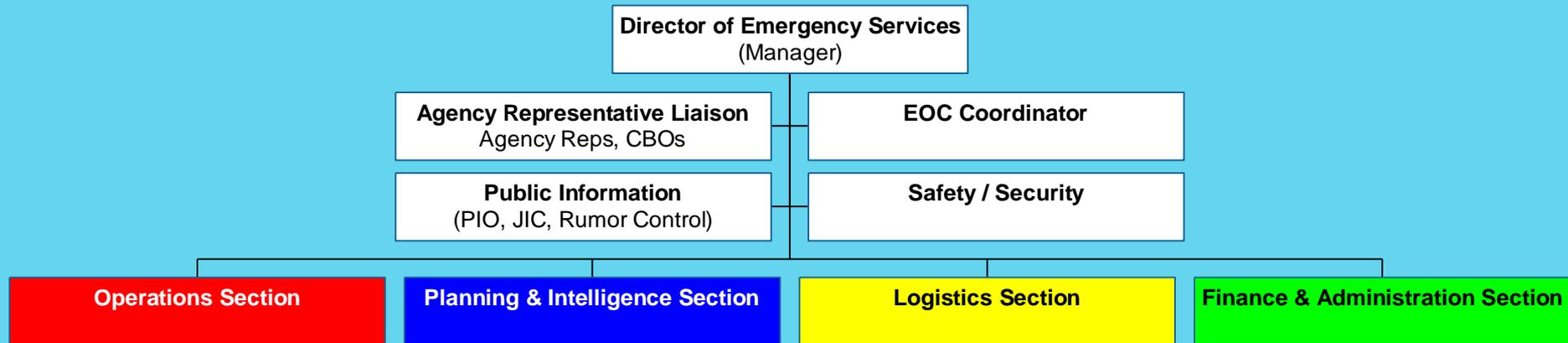


# Management

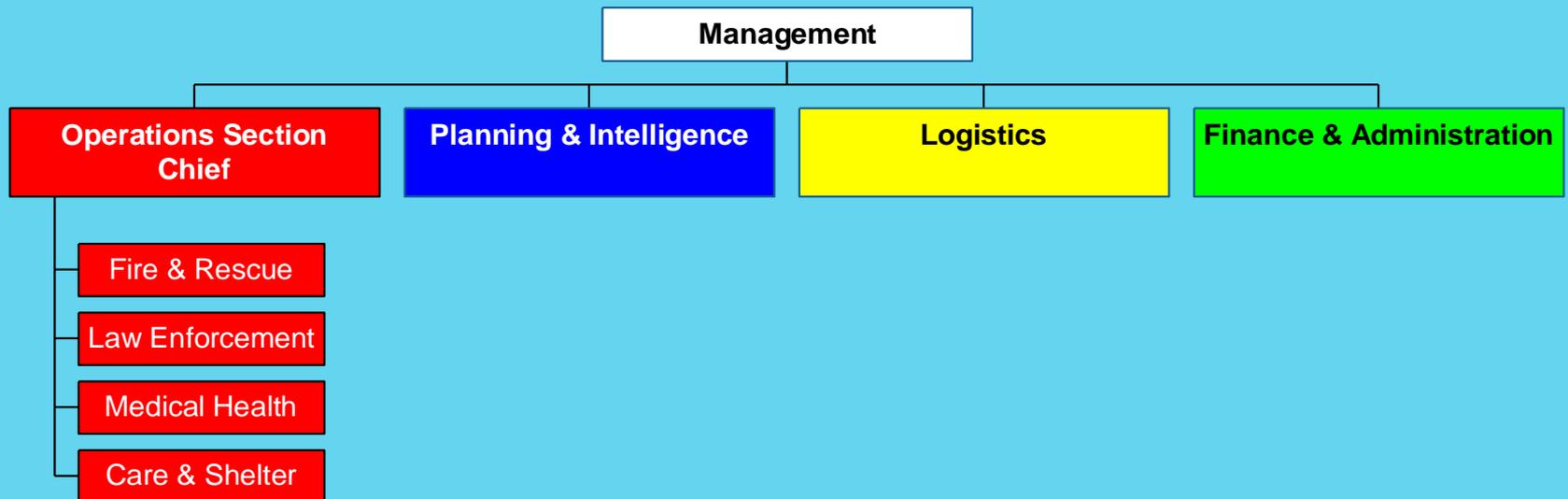
- Sets policy for the jurisdiction
- Provides for continuity
- Directs the overall emergency response



# Management



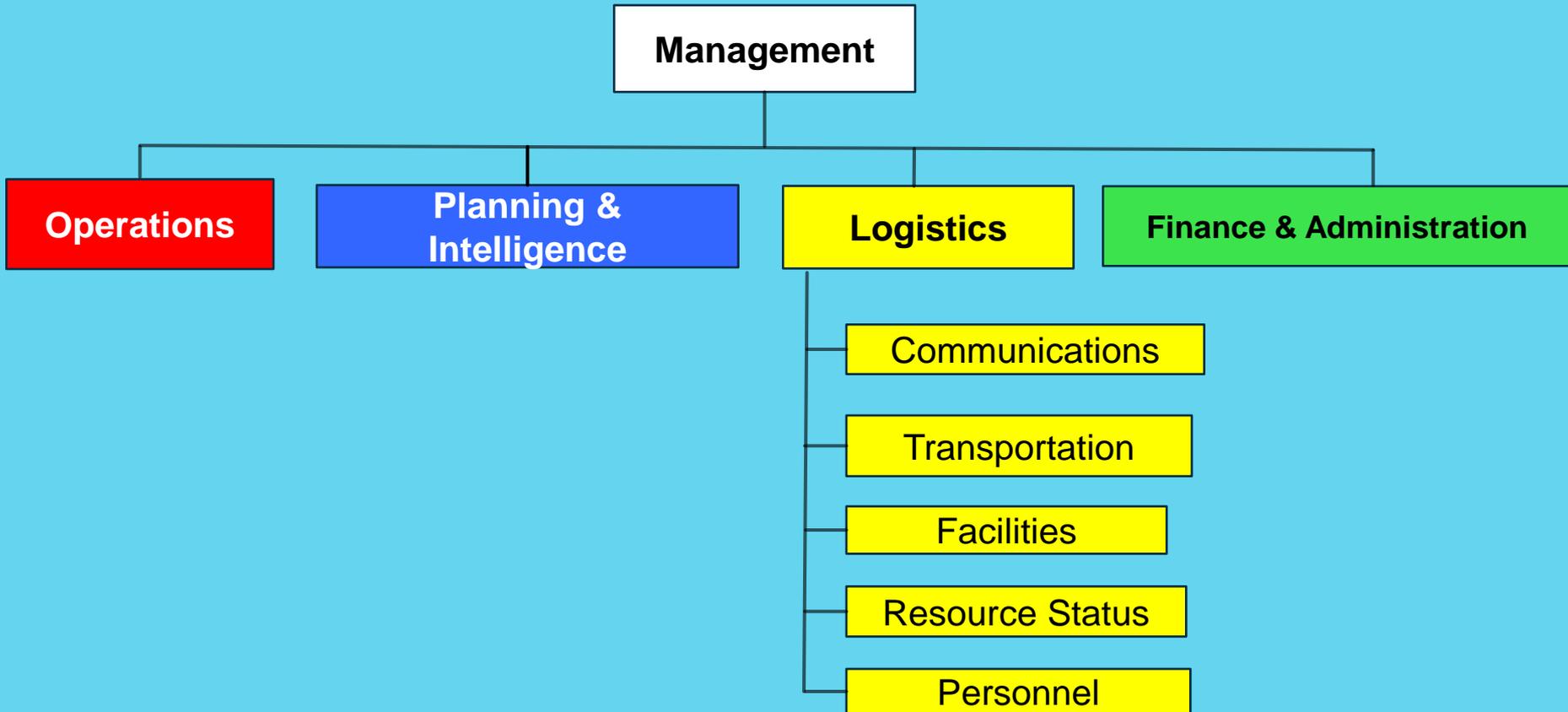
# Operations



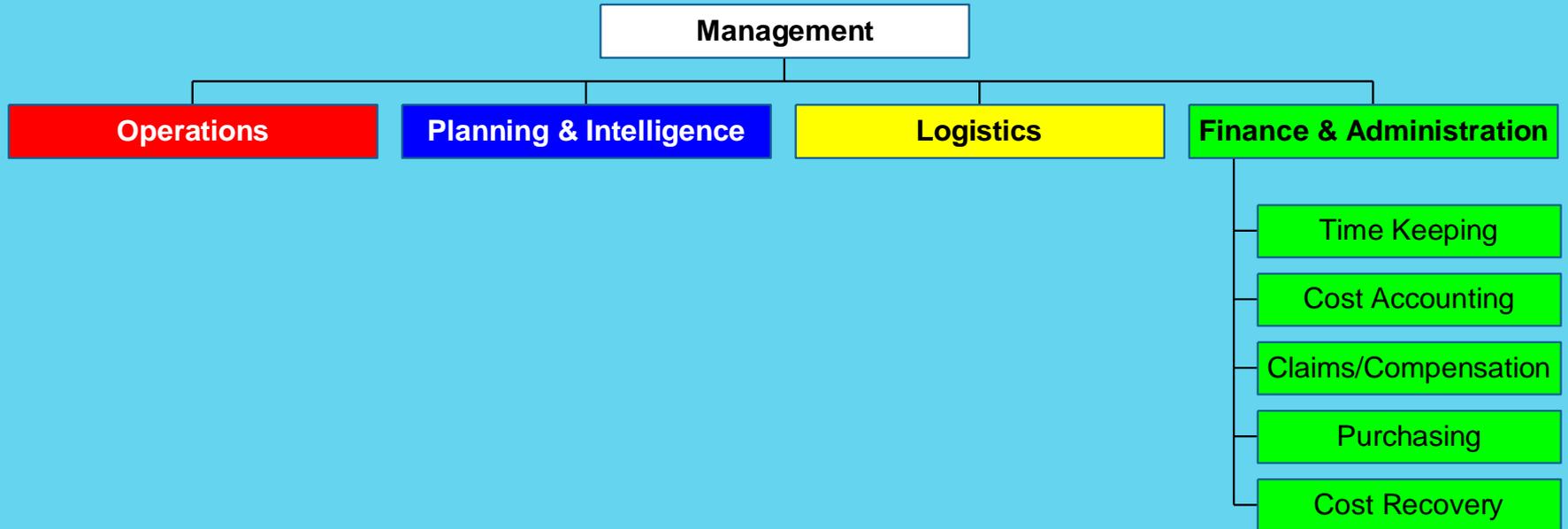
# Planning & Intelligence



# Logistics



# Finance & Administration



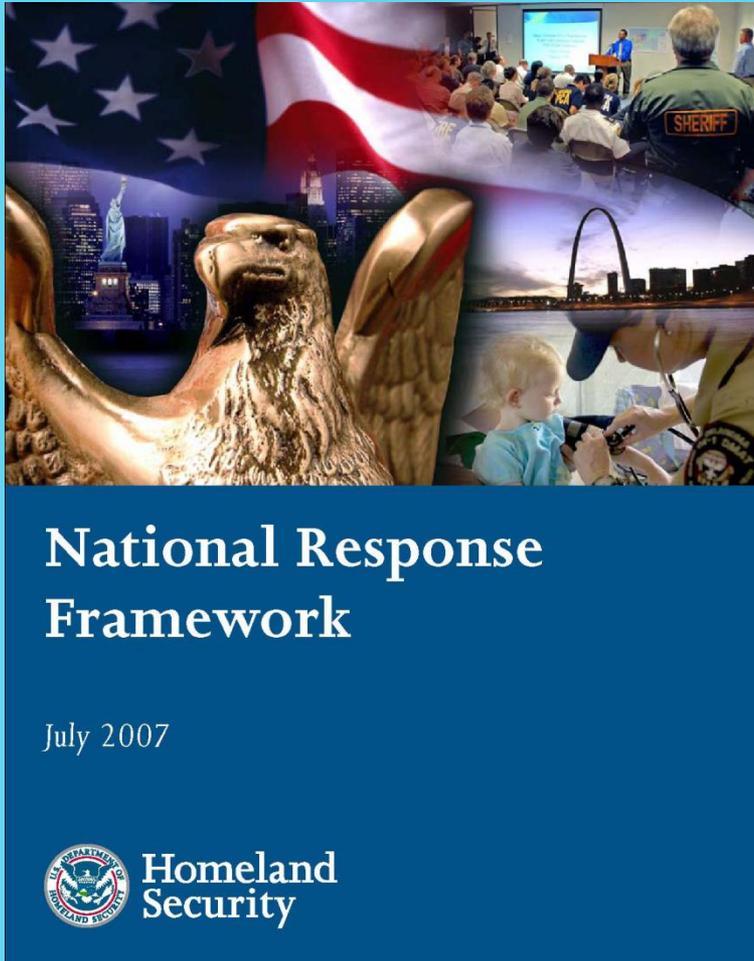


# Homeland Security



Town of Discovery Bay

# The National Response Framework

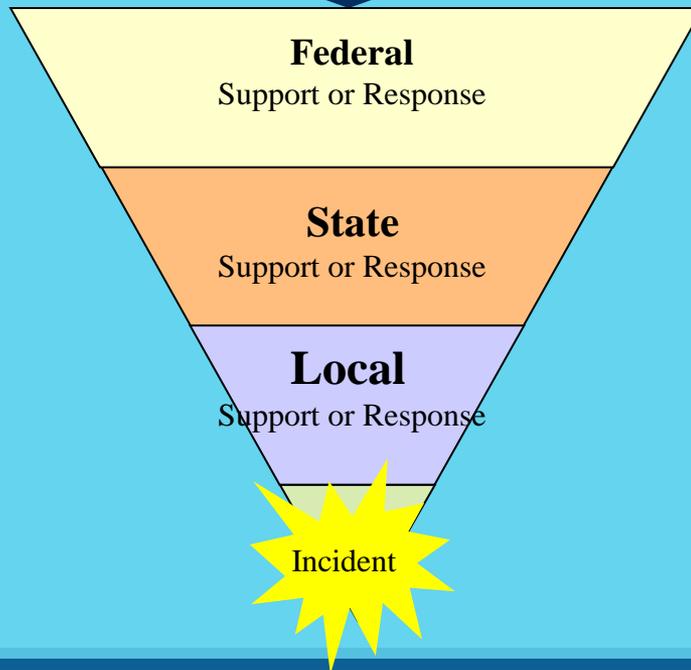


- Consolidates prior existing federal plans.
- Comprehensive plan for managing federal resources in response to any disaster, including terrorist events.



# NIMS & NRF Relationship

National Incident Management System (NIMS)  
Standardized process and procedures for  
incident management



Emergency Support  
Functions are  
activated for  
**Incidents of National  
Significance**



# Role of the Board



- Respond when called to the EOC to receive a briefing from the Director of Emergency Services (General Manager) on the nature and status of the emergency.
- Assist the General Manager in providing liaison to other elected officials and public & community organizations.
- Ratify emergency proclamation at a special Board meeting within seven (7) days after its issuance by the General Manager.



# Questions or Comments





# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**.MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday September 16, 2015  
REGULAR MEETING 7:00 P.M.**

**Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

**Call business meeting to order** – 7:00 p.m. by President Steele  
**Pledge of Allegiance** – Led by President Steele  
**Roll Call** – All Present with the exception of Director Graves and Director Leete  
**Director Graves** – Arrived at 7:06 p.m.

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

There was one Public Comment Speaker

**C. PRESENTATIONS**

None

**D. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

**President Steele** – Recognized the loss of Sharon Butler, Lifeguard with the Community Center

**E. 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. Approval of DRAFT minutes of special meeting for September 2, 2015
2. Approval of DRAFT minutes of regular meeting for September 2, 2015
3. Approve Register of District Invoices
4. Approval of the Capacity Fee Charge Report for the Fiscal Year 2014-2015

**Motion by:** Director Simon to approve the Consent Calendar

**Second by:** Vice-President Pease

**Vote:** Motion Carried – AYES: 4 – President Steele, Vice-President Pease, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Leete

**F. BUSINESS AND ACTION ITEMS**

1. Odyssey of the Mind Teams utilizing Community Center through March 2016  
**General Manager Howard** – Provided the details of item F-1. Amanda Dove provided additional details of item F-1. There was discussion between the Board, the General Manager, and Amanda Dove. The Board directed Staff to review and bring back with a final approval.
2. Sewer Easement from the Discovery Bay Country Club Home Owner's Association to the Town of Discovery Bay

**General Manager Howard** – Provided the details of item F-2. Legal Counsel Attebery provided additional details regarding item F=2. Discovery Bay Country Club HOA President Walter Shipilov also provided additional details of item F-2.

**Motion by:** Vice-President Pease to authorize the General Manager to execute all Easement Documents necessary to effectuate a sewer easement to the Town of Discovery Bay from St. Andrews to Discovery Bay Boulevard on Clubhouse Drive.

**Second by:** Director Simon

**Vote:** Motion Carried – AYES: 4 – President Steele, Vice-President Pease, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Leete

3. Pre-annexation Agreement(s) between the Town of Discovery Bay Community Services District and (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC.

**General Manager Howard** – Provided the details of item F-3. Legal Counsel Attebery provided additional details of item F-3. There was discussion between the Board, the General Manager, and Legal Counsel.

**Newport Pointe Representative** – Provided additional information in regards to Newport Pointe

**Mark Armstrong** – Provided additional information in regards to Pantages

**Motion by:** Director Graves to authorize the General Manager to execute Pre-Annexation Agreement(s) between the Town of Discovery Bay and: (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC (Pantages Bays) to effectuate the future annexation of those residential development projects into the Town of Discovery Bay District boundaries.

**Second by:** Vice-President Pease

**Vote:** Motion Carried – AYES: 3 – President Steele, Vice-President Pease, Director Graves, NOES: 1 – Director Simon, ABSENT: 1 – Director Leete

**G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

1. September 9, 2015 LAFCO Presentation

**General Manager Howard** – Provided the details of item G-1.

**President Steele** – Attended the LAFCO meeting on September 9, 2015

2. California Special District Association September/October Magazine Article

**General Manager Howard** – Provided the details of item G-2.

**H. VEOLIA REPORT**

1. Veolia Report – Month of August 2015

**Project Manager Berney Sadler** – Provided the details of the August 2015 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, the Water and Wastewater Manager, and the Board.

**I. MANAGER'S REPORTS – Discussion and Possible Action**

None

**J. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

**General Manager Howard** – Scheduled the Emergency Action Plan Presentation for October 7, 2015

**K. DISTRICT LEGAL COUNSEL REPORT**

None

**L. COMMITTEE UPDATES – Discussion and Possible Action**

**M. CORRESPONDENCE – Discussion and Possible Action**

1. Contra Costa County Aviation Advisory Committee meeting minutes for July 9, 2015

2. Contra Costa County Aviation Advisory Committee meeting minutes for August 13, 2015

**N. PUBLIC RECORD REQUESTS RECEIVED**

**O. FUTURE AGENDA ITEMS**

**P. ADJOURNMENT**

The meeting adjourned at 8:01 p.m. in honor of Sharon Butler. The next Regular meeting will be October 7, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 09-18-15

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



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

Meeting Date

October 07, 2015

**Prepared By:** Dina Breitstein, Finance Manager & Lesley Marable, Sr. Accounts Clerk  
**Submitted By:** Rick Howard, General Manager

*RH*

### 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** \$ 386,431.42

**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 2015/2016  
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2015/2016  
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2015/2016

AGENDA ITEM: F-2

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On October 07, 2015**  
**Town of Discovery Bay CSD**  
**For Fiscal Year's 7/15 - 6/16**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
<b>Administration</b>				
Delta Debris Box Service	1099537	Landscape Reimb (Z61)	08/31/15	\$366.00
Tee Janitorial & Maintenance	7996	Janitorial Service Sept 2015 (Z57,Z61)	09/19/15	\$80.00
U.S. Bank Corporate Payment System	4246044555703473/815	Landscape Reimb (Z35,Z57,Z61)	08/25/15	\$40.97
Watersavers Irrigation Inc.	1598959-00	Landscape Reimb (Z61)	07/31/15	\$437.30
		<b>Administration</b>	<b>Sub-Total</b>	<b>\$924.27</b>
<b>Water</b>				
Aflac	993271	Supplemental Insurance Sept 2015	09/25/15	\$323.52
Alhambra	13710019 090415	Bottled Water Service	09/04/15	\$14.16
American Water Works Association	7001070315/00441343	Membership Dues 2015-2016	08/31/15	\$249.00
Bartle Wells Associates	1002D	Water Rate Study	09/11/15	\$5,594.53
Bill Pease	SEPT 2015	Expense Report Sept 2015	09/28/15	\$276.00
California Rural Water Association	2015/2016	Membership Dues 2015-2016	08/31/15	\$1,091.00
Chris Steele	SEPT 2015	Expense Report Sept 2015	09/28/15	\$350.32
Cintas	185525055	Uniforms	09/09/15	\$11.19
Cintas	185525879	Uniforms	09/16/15	\$11.19
Croce, Sanguinetti & Vander Veen, Inc.	2826	Consulting Service 2013/2014 & 2014/2015	06/04/15	\$7,220.00
Croce, Sanguinetti & Vander Veen, Inc.	2826	Audit Services 2013/2014	06/04/15	\$7,264.00
Daniel Lewis	3683 Sailboat Dr	Closed Account, Refund Overpayment	09/28/15	\$31.99
Department Of Motor Vehicles	5BBF514	DMV Fees For GEM Cart	09/18/15	\$506.00
Discovery Pest Control	158296	Pest Control	09/16/15	\$27.20
Fastenal Company	CABRE12899	Small Tools	09/08/15	\$19.56
Freedom Mailing Service, Inc	27423	Water Bill Mailing Aug 2015	09/08/15	\$1,063.92
J.W. Backhoe & Construction, Inc.	2429	Water Leak Willow Lake Rd	09/02/15	\$2,984.60
J.W. Backhoe & Construction, Inc.	2432	Replace Valve Discovery Pt & Lido Cir	09/03/15	\$7,341.08
J.W. Backhoe & Construction, Inc.	2433	Water Leak On Sand Point Ct	09/09/15	\$784.58
J.W. Backhoe & Construction, Inc.	2434	Water Leak On Sand Point Ct	09/09/15	\$784.58
J.W. Backhoe & Construction, Inc.	2435	Water Leak On Sand Point Ct	09/09/15	\$1,938.98
J.W. Backhoe & Construction, Inc.	2436	Water Leak On Sand Point Ct	09/09/15	\$2,529.57
J.W. Backhoe & Construction, Inc.	2437	Install Meter Box On Yosemite Way	09/09/15	\$294.55
J.W. Backhoe & Construction, Inc.	2438	Water Leak On Discovery Bay Blvd	09/09/15	\$5,127.28
J.W. Backhoe & Construction, Inc.	2439	Water Leak On Riverlake Rd	09/09/15	\$2,635.60
Kevin Graves	SEPT 2015	Expense Report Sept 2015	09/28/15	\$338.36
Mark Simon	SEPT 2015	Expense Report Sept 2015	09/28/15	\$138.00
Neopost (Postage Account)	7900044908384658/915	Postage	09/06/15	\$14.15
Office Depot	791568863001	Office Supplies	09/03/15	\$13.04
Office Depot	791569745001	Office Supplies	09/03/15	\$34.52
Office Depot	792999145001	Office Supplies	09/11/15	\$32.68
Office Depot	794813573001	Office Supplies	09/18/15	\$14.64
Pacific Gas & Electric	1521433231-2/091315	Electric & Gas Bill 08/13/15-09/11/15	09/13/15	\$4,635.22
Pacific Gas & Electric	2943721807-5/092115	Electric & Gas Bill 08/11/15-09/09/15	09/21/15	\$23,596.70
Paul E. Vaz Trucking, Inc.	37760	Material 09/01/15	09/14/15	\$504.81
Paul E. Vaz Trucking, Inc.	37761	Freight 09/01/15	09/14/15	\$557.50
ReliaStar Life Insurance Company	457(B) 09/30/15	457(b) 09/16-15-09/30/15	09/30/15	\$548.04
Ricoh USA, Inc	5037990685	Photocopier Sept 2015	09/16/15	\$97.11
Robert Leete	SEPT 2015	Expense Report Sept 2015	09/28/15	\$276.00
SDRMA	17785	Ancillary Benefits Oct 2015	09/24/15	\$467.39
Shields Consulting Group, Inc.	1516-2	Preparation & Submission Of State Mandated Cost	09/01/15	\$192.60
Shred-It USA-Concord	9403447580	Shredding Service	09/03/15	\$24.08
Shred-It USA-Concord	9407448203	Shredding Service	09/10/15	\$22.36
Some Gave All	SEPT 2015	Expense Report Sept 2015	09/28/15	\$276.00
TASC	450775312003/101515	Flexible Spending Oct 2015	10/01/15	\$241.66
Tee Janitorial & Maintenance	7996	Janitorial Service Sept 2015	09/19/15	\$316.00
U.S. Bank	4068887	Annual Administration Fee	08/25/15	\$165.00
U.S. Bank Corporate Payment System	4246044555703473/815	Health Insurance	08/25/15	\$1,628.13
U.S. Bank Corporate Payment System	4246044555703473/815	Travel & Meetings	08/25/15	\$109.42
U.S. Bank Corporate Payment System	4246044555703473/815	Memberships	08/25/15	\$42.97
U.S. Bank Corporate Payment System	4246044555703473/815	Telephone General	08/25/15	\$281.62
U.S. Bank Corporate Payment System	4246044555703473/815	Telecom Networking	08/25/15	\$108.00
U.S. Bank Corporate Payment System	4246044555703473/815	Vehicle & Equipment Fuel	08/25/15	\$465.25
U.S. Bank Corporate Payment System	4246044555703473/815	Automotive Supplies & Repairs	08/25/15	\$254.78
U.S. Bank Corporate Payment System	4246044555703473/815	General Repair	08/25/15	\$113.32

U.S. Bank Corporate Payment System	4246044555703473/815	Special Equipment	08/25/15	\$74.86
U.S. Bank Corporate Payment System	4246044555703473/815	Info System Maintenance	08/25/15	\$180.92
U.S. Bank Corporate Payment System	4246044555703473/815	Computer Supplies	08/25/15	\$54.91
U.S. Bank Corporate Payment System	4246044555703473/815	Computer Software	08/25/15	\$25.99
U.S. Bank Corporate Payment System	4246044555703473/815	Office Supplies	08/25/15	\$21.25
U.S. Bank Corporate Payment System	4246044555703473/815	Building Maintenance	08/25/15	\$10.89
U.S. Bank Corporate Payment System	4246044555703473/815	Personal Protective Equipment	08/25/15	\$195.29
U.S. Bank Corporate Payment System	4246044555703473/815	Safety Equip & Supplies	08/25/15	\$49.62
U.S. Bank Corporate Payment System	4246044555703473/815	Special Expense	08/25/15	\$114.80
Univar	SJ704776	Chemicals Delivered 09/02/15	09/02/15	\$160.60
Univar	SJ704777	Chemicals Delivered 09/02/15	09/02/15	\$260.98
Univar	SJ705070	Chemicals Delivered 08/24/15	08/24/15	\$281.05
Univar	SJ705071	Chemicals Delivered 08/24/15	08/24/15	\$144.54
Univar	SJ705728	Chemicals Delivered 09/10/15	09/10/15	\$112.42
Univar	SJ705771	Chemicals Delivered 09/10/15	09/10/15	\$240.90
Veolia Water North America	51328	Reclaimed Water Project July 2015	09/14/15	\$1,957.49
Veolia Water North America	51331	Large Replacement July 2015	09/14/15	\$3,833.71
Veolia Water North America	51359	Monthly R&M July 2015	09/14/15	\$2,952.57
Veolia Water North America	51393	Monthly O&M Fee Sept 2015	09/15/15	\$40,403.73
Verizon Wireless	9751366254	Cell Phone Bill Aug 2015	08/26/15	\$150.76

**Water      Sub-Total      \$135,211.03**

**Wastewater**

A & L Western Agricultural Labs, Inc.	173115	Samples Fertility/Salinity	09/02/15	\$268.00
Aflac	993271	Supplemental Insurance Sept 2015	09/25/15	\$485.28
Alhambra	13710019 090415	Bottled Water Service	09/04/15	\$21.24
American Retrofit Systems	1117	Install New Cat 5 Lines Scada	09/03/15	\$750.00
American Retrofit Systems	1119	Check Wires For Headworks	09/08/15	\$100.00
American Retrofit Systems	1120	Remove Pump And Controls At Headworks	09/08/15	\$200.00
American Retrofit Systems	1121	Repair Headworks Signal And Electrical Sampler	09/09/15	\$200.00
Bartle Wells Associates	1002E	Wastewater Rate Study	09/11/15	\$4,649.53
Bay Area News Group	2005834/906588	Classified WWTP#2 Equipment Cover	08/31/15	\$307.88
Bill Pease	SEPT 2015	Expense Report Sept 2015	09/28/15	\$414.00
Cascade Integration And Development	986	Scada Improvements	09/15/15	\$37,813.96
Chris Steele	SEPT 2015	Expense Report Sept 2015	09/28/15	\$525.49
Cintas	185525055	Uniforms	09/09/15	\$16.78
Cintas	185525879	Uniforms	09/16/15	\$16.78
Comcast	8155400350232938/915	WWTP#2 Internet Service	09/03/15	\$114.00
Comcast	8155400350232946/915	WWTP#1 Internet Service	09/03/15	\$88.95
Croce, Sanguinetti & Vander Veen, Inc.	2826	Consulting Service 2013/2014 & 2014/2015	06/04/15	\$10,830.00
Croce, Sanguinetti & Vander Veen, Inc.	2826	Audit Services 2013/2014	06/04/15	\$10,896.00
Discovery Pest Control	158296	Pest Control	09/16/15	\$40.80
Kevin Graves	SEPT 2015	Expense Report Sept 2015	09/28/15	\$507.54
Mark Simon	SEPT 2015	Expense Report Sept 2015	09/28/15	\$207.00
Neopost (Postage Account)	7900044908384658/915	Postage	09/06/15	\$21.23
Office Depot	791568863001	Office Supplies	09/03/15	\$19.56
Office Depot	791569745001	Office Supplies	09/03/15	\$51.79
Office Depot	792999145001	Office Supplies	09/11/15	\$49.03
Office Depot	794813804001	Office Supplies	09/18/15	\$42.85
Pacific Gas & Electric	1181942262-4/090915	Electric & Gas Bill 08/10/15-09/08/15	09/09/15	\$9,243.23
Pacific Gas & Electric	7312115758-7/091315	Electric & Gas Bill 08/12/15-09/10/15	09/13/15	\$28,507.73
ReliaStar Life Insurance Company	457(B) 09/30/15	457(b) 09/16-15-09/30/15	09/30/15	\$822.06
Ricoh USA, Inc	5037990685	Photocopier Sept 2015	09/16/15	\$145.67
Robert Leete	SEPT 2015	Expense Report Sept 2015	09/28/15	\$414.00
SDRMA	17785	Ancillary Benefits Oct 2015	09/24/15	\$701.08
Shields Consulting Group, Inc.	1516-2	Preparation & Submission Of State Mandated Cost	09/01/15	\$288.90
Shred-It USA-Concord	9403447580	Shredding Service	09/03/15	\$36.11
Shred-It USA-Concord	9407448203	Shredding Service	09/10/15	\$33.55
Some Gave All	SEPT 2015	Expense Report Sept 2015	09/28/15	\$414.00
Stantec Consulting Services Inc	956262	Nitrite And Nitrate Update	09/16/15	\$4,551.00
TASC	450775312003/101515	Flexible Spending Oct 2015	10/01/15	\$362.48
Tee Janitorial & Maintenance	7996	Janitorial Service Sept 2015	09/19/15	\$474.00
U.S. Bank	4068887	Annual Administration Fee	08/25/15	\$1,335.00
U.S. Bank Corporate Payment System	4246044555703473/815	Health Insurance	08/25/15	\$2,442.20
U.S. Bank Corporate Payment System	4246044555703473/815	Travel & Meetings	08/25/15	\$164.14
U.S. Bank Corporate Payment System	4246044555703473/815	Memberships	08/25/15	\$64.45
U.S. Bank Corporate Payment System	4246044555703473/815	Telephone General	08/25/15	\$584.22
U.S. Bank Corporate Payment System	4246044555703473/815	Telecom Networking	08/25/15	\$162.00
U.S. Bank Corporate Payment System	4246044555703473/815	Automotive Supplies & Repairs	08/25/15	\$61.29
U.S. Bank Corporate Payment System	4246044555703473/815	Vehicle & Equipment Fuel	08/25/15	\$240.38
U.S. Bank Corporate Payment System	4246044555703473/815	Special Equipment	08/25/15	\$112.29
U.S. Bank Corporate Payment System	4246044555703473/815	Info System Maintenance	08/25/15	\$271.38

U.S. Bank Corporate Payment System	4246044555703473/815	Computer Equipment & Supplies	08/25/15	\$32.73
U.S. Bank Corporate Payment System	4246044555703473/815	Office Supplies	08/25/15	\$31.88
U.S. Bank Corporate Payment System	4246044555703473/815	Building Maintenance	08/25/15	\$16.34
U.S. Bank Corporate Payment System	4246044555703473/815	Safety Equipment & Supplies	08/25/15	\$74.43
U.S. Bank Corporate Payment System	4246044555703473/815	Special Expense	08/25/15	\$172.19
Veolia Water North America	51329	General Repairs Pumps July 2015	09/14/15	\$5,025.63
Veolia Water North America	51330	Vehicle Repair & Maintenance	09/14/15	\$360.00
Veolia Water North America	51359	Monthly R&M July 2015	09/14/15	\$11,333.30
Veolia Water North America	51393	Monthly O&M Fee Sept 2015	09/15/15	\$60,605.60
Verizon Wireless	9751366254	Cell Phone Bill Aug 2015	08/26/15	\$226.14

**Community Center**

**Wastewater Sub-Total \$197,947.09**

**Community Center Sub-Total \$0.00**

**Grand Total \$334,082.39**

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On October 07, 2015**  
**Town of Discovery Bay, D.Bay L&L Park #8**  
**For Fiscal Year's 7/15 - 6/16**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Alhambra	13710019 090415	Community Center-Bottled Water Service	09/04/15	\$60.34
Cintas	185525055	Uniforms	09/09/15	\$37.12
Cintas	185525055	Community Center-Mats	09/09/15	\$45.42
Cintas	185525879	Uniforms	09/16/15	\$44.27
Cintas	185525879	Community Center-Mats	09/16/15	\$45.42
Comcast	8155400350238372/915	Internet Service	09/22/15	\$54.87
Comcast	8155400350238372/915	Community Center-Internet Service	09/22/15	\$54.87
Croce, Sanguinetti & Vander Veen, Inc.	2826	Audit Services 2013/2014	06/04/15	\$2,220.00
Croce, Sanguinetti & Vander Veen, Inc.	2826	Community Center-Audit Services 2013/2014	06/04/15	\$1,000.00
Delta Debris Box Service	1099523	Community Center-20Yd	08/31/15	\$966.00
Denalect Alarm Company	R24187	Community Center-Quarterly Alarm Charge	09/01/15	\$96.00
Discovery Locks & More, Inc.	13041	Locks	09/01/15	\$50.69
Discovery Locks & More, Inc.	13041	Community Center-Locks	09/01/15	\$50.69
Hydropoint Data Systems, Inc.	1033103/HR112853 915	Weathertrak Service	09/15/15	\$225.00
Office Depot	789403189001	Office Supplies	08/25/15	\$69.11
Office Depot	789403189001	Community Center-Office Supplies	08/25/15	\$4.25
Pacific Gas & Electric	0869258994-1/090915	Electric & Gas Bill 08/10/15-09/08/15	09/09/15	\$438.61
Pacific Gas & Electric	5702839598-6/091015	Community Center-Electric & Gas Bill 08/11/15-09/09/15	09/10/15	\$2,002.33
Pacific Gas & Electric	5939734421-5/091615	Electric & Gas Bill 08/18/15-09/16/15	09/16/15	\$6,722.37
Shred-It USA-Concord	9405357090	Community Center-Shredding Service	09/02/15	\$85.20
Tee Janitorial & Maintenance	7996	Janitorial Service Sept 2015	09/19/15	\$720.00
Tee Janitorial & Maintenance	7996	Community Center-Janitorial Service Sept 2015	09/19/15	\$260.00
Town of Discovery Bay, CSD	409	Payroll Reimbursement Aug 2015	09/25/15	\$24,468.68
Town of Discovery Bay, CSD	9-900-000-002-6.02	Community Center-Water Bill 08/01/15-08/31/15	08/31/15	\$519.84
Town of Discovery Bay, CSD	9-900-000-002-7.02	Water Bill 08/01/15-08/31/15	08/31/15	\$34.77
Town of Discovery Bay, CSD	9-900-000-004-2.01	Water Bill 08/01/15-08/31/15	08/31/15	\$1,116.45
Town of Discovery Bay, CSD	9-900-000-004-2.02	Water Bill 08/01/15-08/31/15	08/31/15	\$480.81
Town of Discovery Bay, CSD	9-900-000-004-2.03	Water Bill 08/01/15-08/31/15	08/31/15	\$321.14
Town of Discovery Bay, CSD	9-900-000-004-2.04	Water Bill 08/01/15-08/31/15	08/31/15	\$119.44
Town of Discovery Bay, CSD	9-900-000-004-2.05	Water Bill 08/01/15-08/31/15	08/31/15	\$71.06
Town of Discovery Bay, CSD	9-900-000-004-2.06	Water Bill 08/01/15-08/31/15	08/31/15	\$238.89
Town of Discovery Bay, CSD	9-900-000-004-2.07	Water Bill 08/01/15-08/31/15	08/31/15	\$11.18
Town of Discovery Bay, CSD	9-900-000-004-2.08	Water Bill 08/01/15-08/31/15	08/31/15	\$9.67
Town of Discovery Bay, CSD	9-900-000-004-2.09	Water Bill 08/01/15-08/31/15	08/31/15	\$32.35
Town of Discovery Bay, CSD	9-900-000-004-2.10	Water Bill 08/01/15-08/31/15	08/31/15	\$41.42
Town of Discovery Bay, CSD	9-900-000-004-4.01	Water Bill 08/01/15-08/31/15	08/31/15	\$3.02
Town of Discovery Bay, CSD	9-900-000-004-4.02	Water Bill 08/01/15-08/31/15	08/31/15	\$35.37
Town of Discovery Bay, CSD	9-900-000-004-4.03	Water Bill 08/01/15-08/31/15	08/31/15	\$303.00
Town of Discovery Bay, CSD	9-900-000-004-4.04	Water Bill 08/01/15-08/31/15	08/31/15	\$4.53
Town of Discovery Bay, CSD	9-900-000-004-4.05	Water Bill 08/01/15-08/31/15	08/31/15	\$40.82
Town of Discovery Bay, CSD	9-900-000-012-0.01	Water Bill 08/01/15-08/31/15	08/31/15	\$6.04
U.S. Bank Corporate Payment System	4246044555703473/815	Vehicle & Equipment Fuel	08/25/15	\$488.60
U.S. Bank Corporate Payment System	4246044555703473/815	Automotive Supplies & Repairs	08/25/15	\$5.96
U.S. Bank Corporate Payment System	4246044555703473/815	Misc. Small Tools	08/25/15	\$200.57
U.S. Bank Corporate Payment System	4246044555703473/815	Equipment Repair	08/25/15	\$110.90
U.S. Bank Corporate Payment System	4246044555703473/815	Safety Equipment & Supplies	08/25/15	\$8.97
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Events	08/25/15	\$128.53
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Advertising	08/25/15	\$80.00
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Telephone General	08/25/15	\$57.03
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Computer Software	08/25/15	\$429.62
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Building Maintenance	08/25/15	\$52.83
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Pool Maintenance	08/25/15	\$1,103.80
U.S. Bank Corporate Payment System	4246044555703473/815	Community Center-Safety Equipment & Supplies	08/25/15	\$56.46
Verizon Wireless	9751366254	Cell Phone Bill Aug 2015	08/26/15	\$78.95
Verizon Wireless	9751366254	Community Center-Cell Phone Bill Aug 2015	08/26/15	\$78.95
Watersavers Irrigation Inc.	1610821-00	Landscape Maintenance	08/12/15	\$453.25
<b>Total</b>				<b>\$46,445.46</b>

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On October 07, 2015**  
**Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)**  
**For Fiscal Year's 7/15 - 6/16**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Cintas	185525055	Uniforms	09/09/15	\$36.52
Cintas	185525879	Uniforms	09/16/15	\$36.52
Comcast	8155400350238372/915	Internet Service	09/22/15	\$54.87
Croce, Sanguinetti & Vander Veen, Inc.	2826	Audit Services 2013/2014	06/04/15	\$2,220.00
Discovery Locks & More, Inc.	13041	Locks	09/01/15	\$50.69
Office Depot	789403189001	Office Supplies	08/25/15	\$69.12
Pacific Gas & Electric	0403377952-3/090915	Electric & Gas Bill 08/10/15-09/08/15	09/09/15	\$46.75
Tee Janitorial & Maintenance	7996	Janitorial Service Sept 2015	09/19/15	\$280.00
Town of Discovery Bay, CSD	410	Payroll Reimbursement Aug 2015	09/25/15	\$543.94
Town of Discovery Bay, CSD	9-900-000-004-3.01	Water Bill 08/01/15-08/31/15	08/31/15	\$136.07
Town of Discovery Bay, CSD	9-900-000-004-3.02	Water Bill 08/01/15-08/31/15	08/31/15	\$405.81
Town of Discovery Bay, CSD	9-900-000-004-3.03	Water Bill 08/01/15-08/31/15	08/31/15	\$216.81
U.S. Bank Corporate Payment System	4246044555703473/815	Telephone General	08/25/15	\$7.23
U.S. Bank Corporate Payment System	4246044555703473/815	Vehicle & Equipment Fuel	08/25/15	\$286.77
U.S. Bank Corporate Payment System	4246044555703473/815	Automotive Supplies & Repairs	08/25/15	\$712.07
U.S. Bank Corporate Payment System	4246044555703473/815	Equipment Repair	08/25/15	\$110.91
U.S. Bank Corporate Payment System	4246044555703473/815	Safety Equipment & Supplies	08/25/15	\$8.98
Verizon Wireless	9751366254	Cell Phone Bill Aug 2015	08/26/15	\$78.96
Watersavers Irrigation Inc.	1623337-00	Small Tools	09/18/15	\$28.67
Watersavers Irrigation Inc.	1625188-00	Landscape Maintenance	09/24/15	\$572.88
			<b>Total</b>	<b>\$5,903.57</b>



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

**Meeting Date**

October 7, 2015

**Prepared By:** Rick Howard, General Manager *RH*  
**Submitted By:** Rick Howard, General Manager

**Agenda Title**

*Odyssey of the Mind* Teams utilizing Community Center through March 2016

**Recommended Action**

As Necessary

**Executive Summary**

At the September 16, 2015 Board meeting, parent representatives from the local Odyssey of the Minds (OM) program has requested the use of the Discovery Room (the classroom) at the Community Center Monday through Thursday from 3:00-5:00 p.m. through March 2016.

The Byron Union School District has a number of students who participate in a program called Odyssey of the Mind (OM).

The OM program is a creative problem-solving competition involving students from kindergarten through college. The OM program is an independent and separate program from the school's regular curriculum. Team members work together at length to solve a predefined problem (the Long-term Problem); and present their solution to the problem at a competition.

Rental fees for that use if fully billed would be in excess of \$4,800.00 if the current rental rate structure is adhered and complied with.

At that meeting, the OM coordinators offered to offset some of those revenue losses by participating in a Community Center based beautification project. The OM parent group has offered to build a K-9 agility course at the Community Center Dog Park. A brief presentation will be made at the meeting outlining their plans.

Additionally, the OM teams would list the Town as an official sponsor in exchange for the use of the facility.

Staff has permitted the teams to use the Community Center free of charge pending Board input on the subject.

**Fiscal Impact:**

**Amount Requested \$N/A**

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

**Prog/Fund # Category: Pers. X Opt. Cap. -or- CIP# Fund#**

**Previous Relevant Board Actions for This Item**

**Attachments**

Dog Park Play Structures

**AGENDA ITEM: G-1**

## Carol McCool

---

**From:** Carol McCool  
**Sent:** Thursday, October 01, 2015 9:48 AM  
**To:** Carol McCool  
**Subject:** FW: COMMUNITY CENTER PROPOSAL - ODYSSEY OF THE MIND

**From:** Rick Howard  
**Sent:** Tuesday, September 29, 2015 2:50 PM  
**To:** Carol McCool  
**Subject:** FW: COMMUNITY CENTER PROPOSAL - ODYSSEY OF THE MIND

**From:** DoveMedia  
**Sent:** 9/29/2015 2:46 PM  
**To:** [Rick Howard](#)  
**Subject:** COMMUNITY CENTER PROPOSAL - ODYSSEY OF THE MIND

### COMMUNITY CENTER PROPOSAL - ODYSSEY OF THE MIND

In lieu of rental fees for Odyssey of the Mind meeting rooms, the teams that use the center would like to offer the Town of Discovery Bay a community service project. Something our teams see a need for when we are at the center is some play structures for the dog park. We have included three examples below and would like to build two of the structures for the dog park. These would be moveable, all weather, durable structures that our doggie community could enjoy for years to come.

Thank you for your consideration!

Amanda Dove, program coordinator  
Discovery Bay Odyssey of the Mind



#1) Bridge



#2) Jumping Hoops



#3) Crawl Tunnel



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

Meeting Date

October 7, 2015

**Prepared By:** Rick Howard, General Manager  
**Submitted By:** Rick Howard, General Manager *RH*

**Agenda Title**

Award of Bid for the Wastewater Treatment Plant No. 2 Equipment Cover to McFadden Construction

**Recommended Action**

That the Board authorize the award of bid for installation of the Equipment Cover at Plant No. 2, to McFadden Construction in the amount of \$192,902.00 with an allowance for 10% change orders; and authorize the General Manager to execute all contract documents.

**Executive Summary**

The Equipment Cover at Plant No. 2 is needed to store Town equipment and rolling stock out of the elements to reduce maintenance occurring on the equipment from long term exposure to the sun etc. The project has been discussed since 2009. The project was budgeted and included in the FY 2015-2016 CIP. To reduce costs, the project was designed as a bare bones building. Bids were received on Wednesday September 16, 2015. McFadden Construction was the low bidder at \$192,902.00. The only other bidder was Anderson Pacific at \$286,900.00.

This project is listed on the current 2015/2016 CIP as project No. 73 at a budget cost of \$200,000.00. The cost of engineering on the Equipment Cover was \$16,000.00 for design and bidding of the project. There will be additional costs for Construction inspection during construction estimated at \$12,000.00. Total project cost is estimated at \$228,000.

**Fiscal Impact:**

**Amount Requested \$192,902 (\$221,000 if change orders apply)**  
**Sufficient Budgeted Funds Available?: No. An additional \$28,000 is necessary.**  
**Prog/Fund # 20/21-1150. Category: CIP Building and Improvements**

**Previous Relevant Board Actions for This Item**

Approved the 2015/2016 CIP. Authorized receiving Bids for Installation of the Equipment Cover

**Attachments:**

Building Drawings  
Contractor bid Form McFadden Construction for Installation of the Cover

**AGENDA ITEM: G-2**

# DISCOVERY BAY

## CONTRA COSTA COUNTY, CALIFORNIA

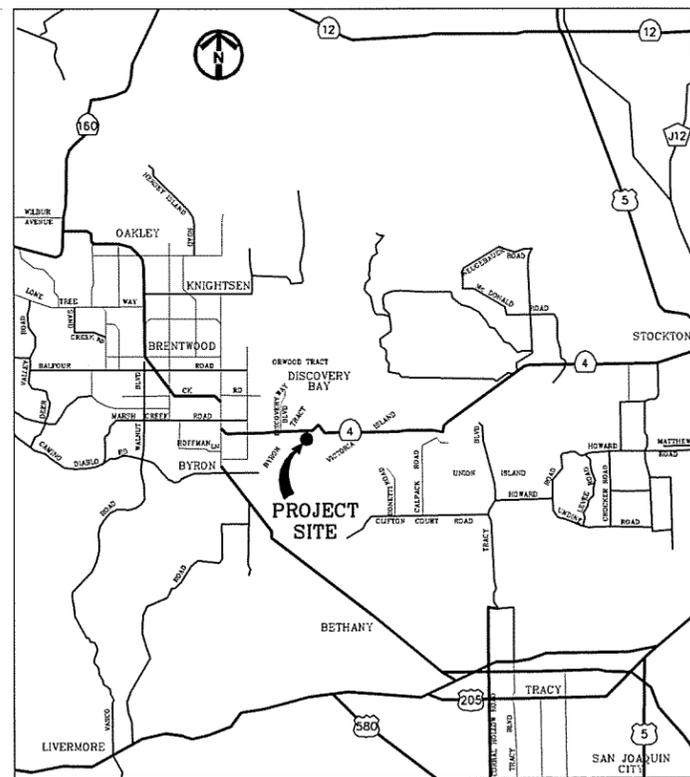
### PLANT No.2 - EQUIPMENT COVER

PREPARED FOR

## TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

1800 WILLOW LAKE ROAD, DISCOVERY BAY, CA 94505-9376  
 TEL (925) 634-1131 FAX (925) 513-2705

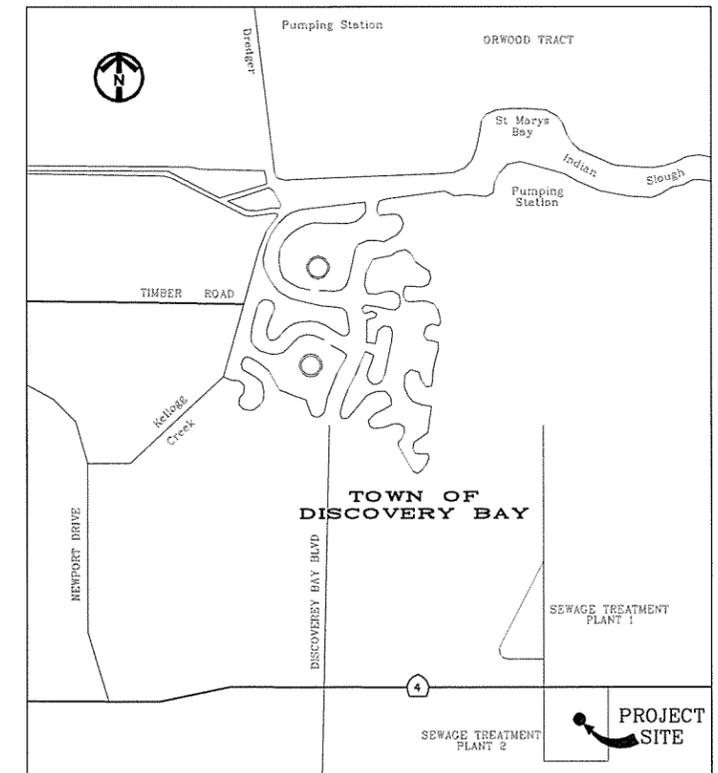
VOLUME 1 OF 1 - CONTRACT DRAWINGS



VICINITY MAP  
N.T.S.

SHEET NO.	DRAWING NO.	DESCRIPTION OF DRAWING
<b>GENERAL</b>		
1	G-1	COVER SHEET
<b>CIVIL</b>		
2	C-1	PLANT No.1 AND PLANT No.2 - LAYOUT
3	C-2	PLANT No.2 - PAVING AND GRADING - PLAN
4	C-3	PLANT No.2 - YARD PIPING - PLAN
<b>STRUCTURAL</b>		
5	S-1	EQUIPMENT COVER - FOUNDATION AND ROOF PLANS
6	S-2	EQUIPMENT COVER - SECTIONS
7	S-3	EQUIPMENT COVER - ELEVATIONS
8	S-4	EQUIPMENT COVER - DETAILS

SHEET LIST



LOCATION MAP  
N.T.S.

# HERWIT ENGINEERING

SUBMITTED BY:

KURT A. GARDNER  
HERWIT ENGINEERING - PARTNER

GREGORY P. HARRIS  
HERWIT ENGINEERING - PARTNER

RCE C45712  
EXPIRES 12/31/16

RME M28326  
EXPIRES 6/30/17

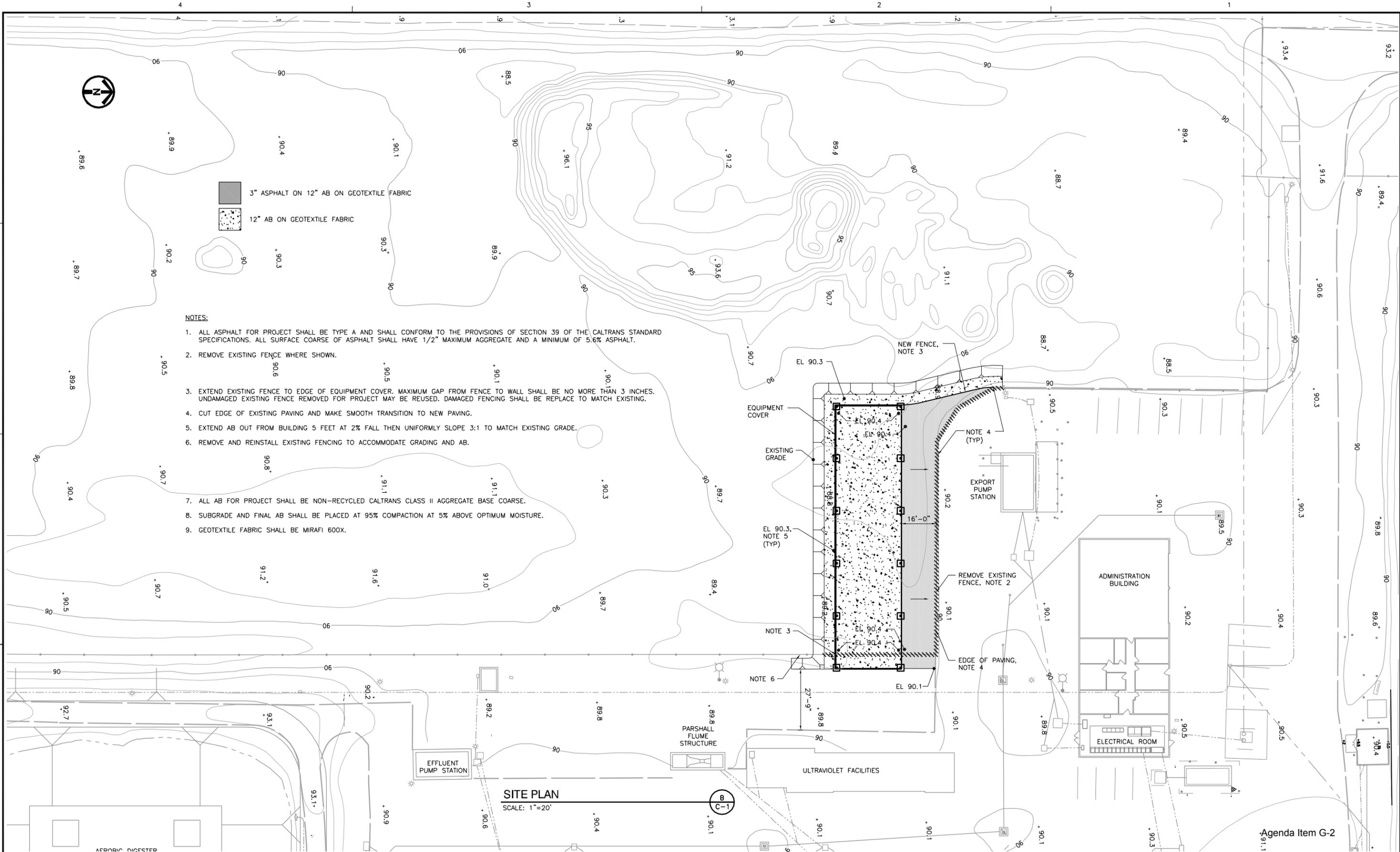
8/17/15  
DATE  
Agenda Item G-2

8/17/16  
DATE

JOB NO. 2015-112 T02
DRAWING NO. G-1
SHEET NO. 1 OF 8



R:\Disc04\MP Projects\Equipment\_Cover\Drawings\Working\H02bc-C-1-3\_8-17-15\_09:55am.kurl : WCD400; X-DB-ips X-DB-psw; wcd400-Mo-12-11-12; X-fmr-750; X-DB-ec-BDR ; \3137\_NORTH\_TIF;3137\_SOUTH\_TIF; P1 TIF;01; P2 TIF;02 Logo-2013.tif  
 Last Saved: 8-17-15 09:55am  
 FILENAME:



REV.	DATE	BY	DESCRIPTION

DESIGNED  
**KAG**  
 DRAWN  
**IG**  
 CHECKED  
**GPH**  
 DATE  
 AUGUST 2015



**HERWIT**  
**ENGINEERING**



**TOWN OF**  
**DISCOVERY BAY**  
**CONTRA COSTA**  
**COUNTY**

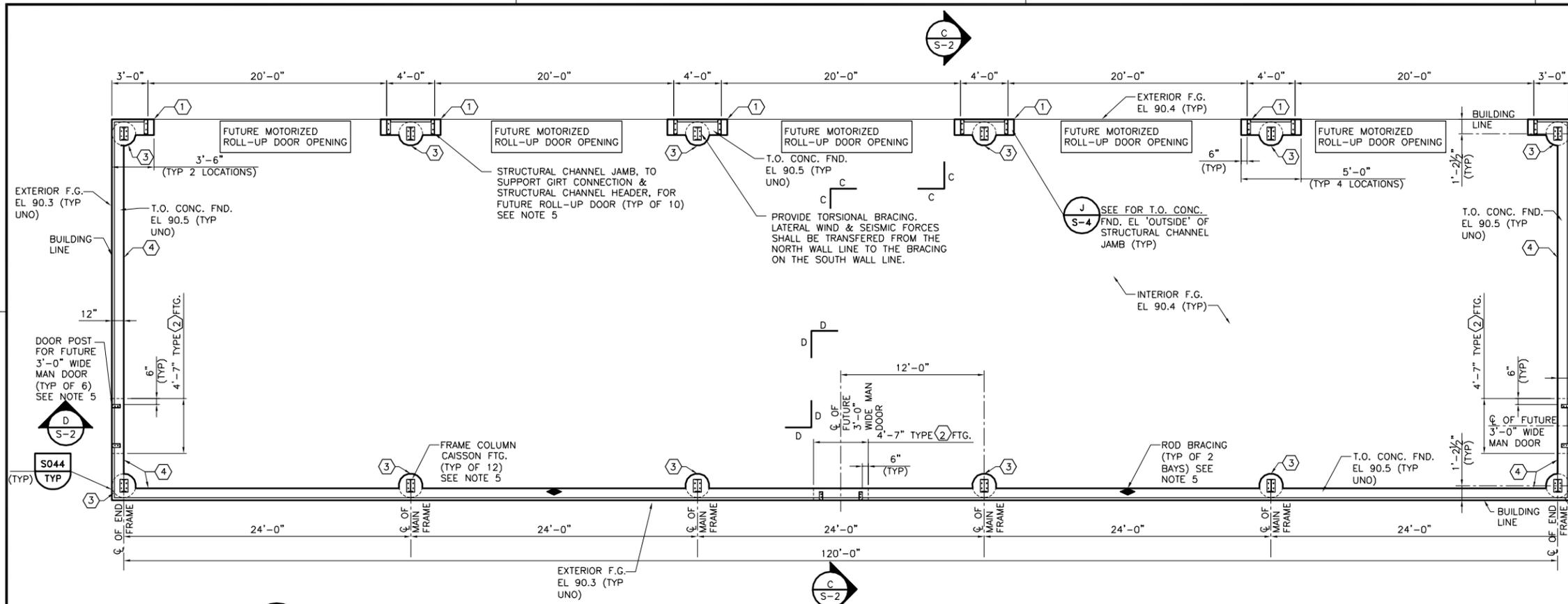
DISCOVERY BAY COMMUNITY SERVICES DISTRICT  
 PLANT No.2 EQUIPMENT COVER  
 CML  
 PLANT No.2  
 PAVING & GRADING - PLAN

VERIFY SCALES  
 BAR IS ONE INCH ON ORIGINAL DRAWING  
 0 1"

JOB NO.  
 2015-112 T02  
 DRAWING NO.  
**C-2**  
 SHEET NO.  
**3 OF 8**



R:\Disc04\MP Projects\Equipment\_Covers\Drawings\Working\HDBmb-S-1-4 8-17-15 10:02am Kurt : X-DB-ec-BDR .DB Logo-2013.rvt

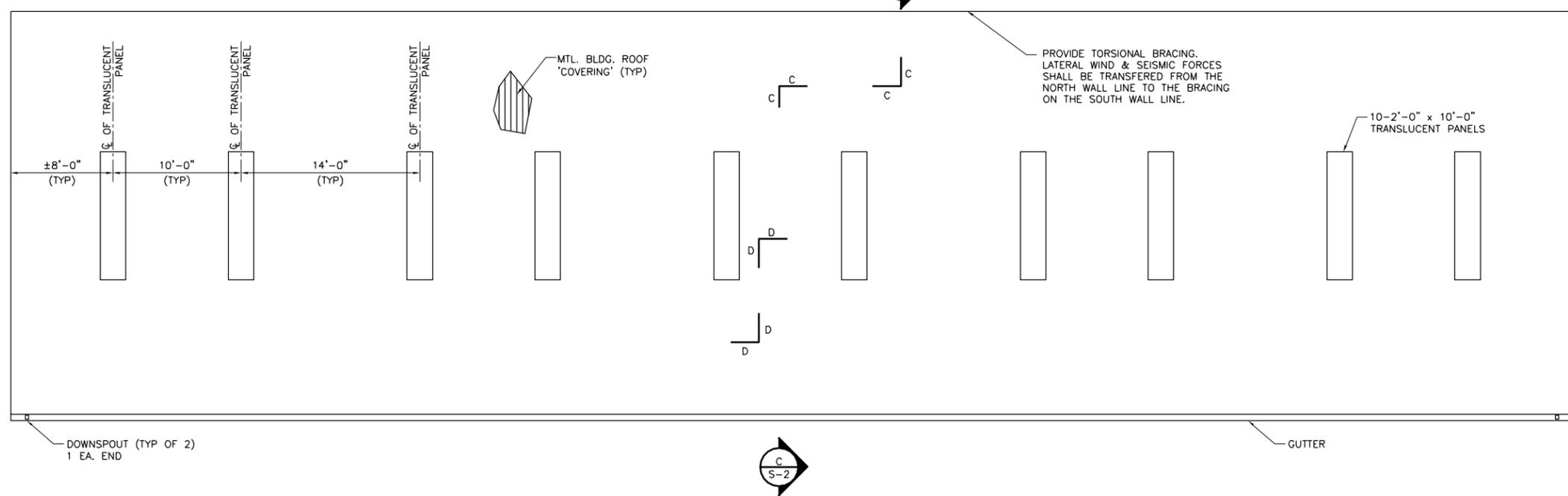


**FOUNDATION PLAN**  
SCALE: 3/16"=1'-0"

FOOTING SCHEDULE			
SYM.	SIZE	REINF.	REMARK
①	1'-4" WIDE x 2'-0" DEEP FTG.	2-#6 T&B	SEE J/S-4
②	1'-0" WIDE x 2'-0" DEEP FTG.	2-#6 T&B	SEE J/S-4
③	2"Ø CAISSON	.	SEE J/S-4
④	1'-0" WIDE x 1'-0" DEEP FTG.	2-#6 T&B	SEE J/S-4

**FOUNDATION & METAL BUILDING NOTES**

- SEE TYPICAL NOTES AND DETAILS.
- FOUNDATIONS, AS SHOWN, ARE A MINIMUM. REDUCTION IN SIZES ARE NOT ACCEPTABLE.
- MTL. BUILDING LAYOUT AND FOUNDATION SYSTEM IS BASED ON A MTL. BLDG. DESIGNED AND MANUFACTURED BY VARCO PRUDEN (VP BUILDINGS). IF A MTL. BUILDING IS PROVIDED THAT IS DESIGNED AND MANUFACTURED BY A DIFFERENT SUPPLIER THE EOR WILL HAVE TO VERIFY THAT THE FOUNDATIONS, AS SHOWN, WILL BE ADEQUATE. IF THE FOUNDATIONS SYSTEM, AS SHOWN, IS INADEQUATE DUE TO THE USE OF A DIFFERENT MTL. BUILDING MANUFACTURE THE CONTRACTOR WILL BEAR THE ADDITIONAL COST OF THE 'UP SIZED' FOUNDATION SYSTEM.
- MTL. BUILDING MANUFACTURER SHALL SUBMIT AN ENGINEERED BUILDING DESIGN TO THE ENGINEER OF RECORD FOR REVIEW PRIOR TO FABRICATION. ENGINEERED BUILDING DESIGN SHALL INCLUDE ANY NECESSARY DRAWINGS AND CALCULATIONS, SIGNED BY A REGISTERED AND LICENSED CALIFORNIA STRUCTURAL OR CIVIL ENGINEER, DETAILING LOADING REQUIREMENTS, SIZES AND GRADES. APPROVED BUILDING DRAWINGS SHALL BE ON JOB SITE FOR INSPECTION AND CONSTRUCTION PURPOSES. ALSO SEE SECTION NOTES 2-5 ON DRWG. S-2 FOR ADDITIONAL SUBMITTAL REQUIREMENTS.
- DENOTES DOOR POST OR STRUCTURAL CHANNEL JAMB. ■ DENOTES FRAME COLUMN & ● DENOTES ROD BRACING. SEE DETAIL J/S-4 FOR MINIMUM CONCRETE EDGES DISTANCES, ANCHOR SPACING, ANCHOR SIZE AND ANCHOR EMBEDMENT. ALL POSTS & COLUMNS ARE TO BE DESIGNED AS PINNED BASES. NUMBER AND LOCATION OF POSTS, JAMBS & FRAME COLUMNS MUST BE MAINTAINED.
- DESIGN LOADS:  
 DEAD LOADS = WEIGHT OF BUILDING  
 LIVE LOADS = 20 PSF (REDUCIBLE)  
 COLLATERAL LOADS = 5 PSF (ADD'L)  
 FUTURE ROLL-UP DOORS = 3000 LBS PER DOOR  
 LATERAL LOADS = PER 2013 CBC  
 NOTE: BUILDING MUST BE DESIGNED FOR BOTH CURRENT AND FUTURE CONDITIONS (I.E. WITH AN OPEN NORTH SIDE W/O FUTURE ROLL-UP DOORS AND WITH A CLOSED NORTH SIDE W/ FUTURE ROLL-UP DOORS)  
 THE COLLATERAL LOAD MUST BE APPLIED IN ADDITION TO OTHER DESIGN LOADS. THE COLLATERAL LOAD MUST BE USED IN SEISMIC DESIGN. NO REDUCTIONS ALLOWED. FOR WIND DESIGN THE COLLATERAL LOAD MAY NOT BE USED TO REDUCE THE EFFECTS OF UPLIFT OR THRUST FORCES.
- CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO BUILDING MANUFACTURER'S DESIGN. THE ENGINEER OF RECORD MUST BE NOTIFIED OF ANY DISCREPANCIES.
- FOR CONCRETE AND REINFORCING NOTES SEE SHEET S-2.



**ROOF PLAN**  
SCALE: 3/16"=1'-0"

Agenda Item G-2

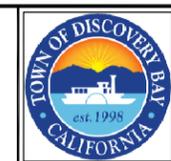
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DATE  
AUGUST 2015



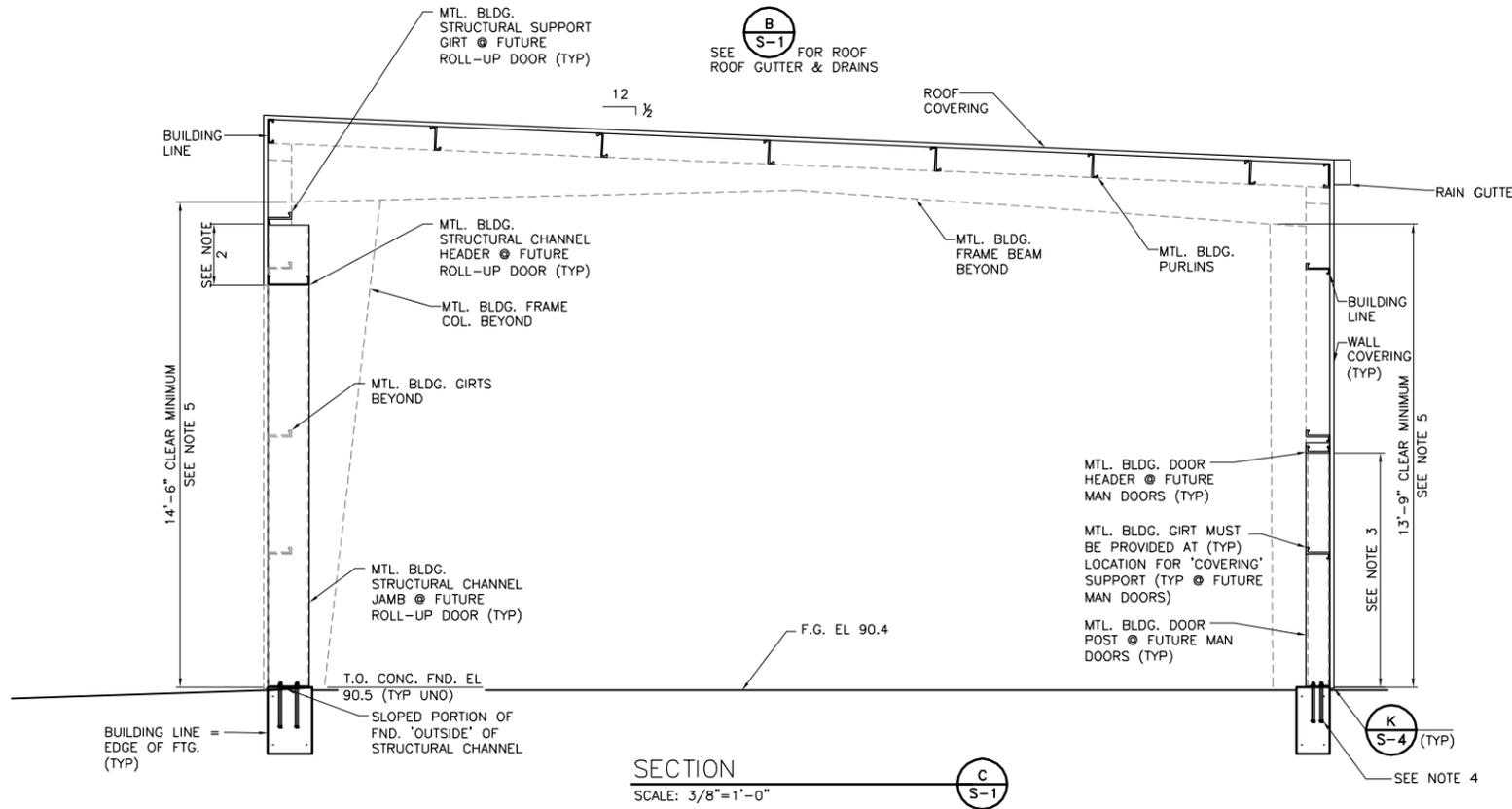
**HERWIT ENGINEERING**



**TOWN OF DISCOVERY BAY**  
**CONTRA COSTA COUNTY**

DISCOVERY BAY COMMUNITY SERVICES DISTRICT  
PLANT No.2 EQUIPMENT COVER  
STRUCTURAL EQUIPMENT COVER  
FOUNDATION AND ROOF PLANS

VERIFY SCALES BAR IS ONE INCH ON ORIGINAL DRAWING 0 1"	JOB NO. 2015-112 T02 DRAWING NO. S-1 SHEET NO. 5 OF 8
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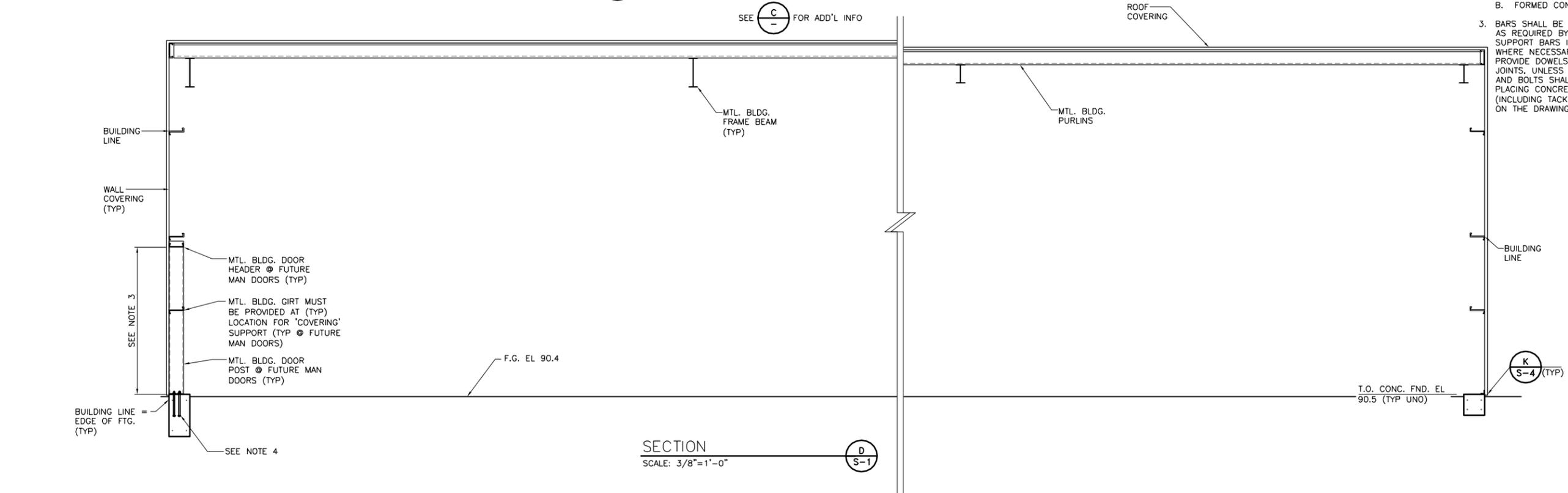


SECTION C-S-1  
SCALE: 3/8"=1'-0"

- SECTION NOTES:**
- FOR ASPHALT, SIDEWALKS, AB & GRADE SEE CIVIL DRWGS (TYP)
  - SPACING BETWEEN STRUCTURAL CHANNEL HEADER AND STRUCTURAL SUPPORT GIRTS SHALL BE SUCH THAT THE BARREL, BRACKET, CURTAIN AND HOOD ASSEMBLIES CAN BE ACCOMMODATED. THIS SPACE SHALL BE BASED ON A 'COOKSON MOTORIZED ROLLING DOOR' OR EQUAL. THE MTL. BLDG. MANUFACTURE'S SUBMITTAL SHALL SUPPLY, WITHIN THE SUBMITTAL, THE ROLL-UP DOOR INSTALLATION INSTRUCTIONS AND SHOP DRAWINGS SO THAT THIS DIMENSION CAN BE VERIFIED DURING THE REVIEW PROCESS.
  - ELEVATION OF MTL. BLDG. DOOR HEADER SHALL BE SUCH THAT THE DOOR ASSEMBLY CAN BE ACCOMMODATED. THE MTL. BLDG. MANUFACTURE'S SUBMITTAL SHALL INCLUDE, WITHIN THE SUBMITTAL, THE DOOR INSTALLATION INSTRUCTIONS AND SHOP DRAWINGS SO THAT THIS ELEVATION CAN BE VERIFIED DURING THE REVIEW PROCESS.
  - ANCHORS FOR THE MTL. BLDG. DOOR POST ARE TO BE PER MTL. BLDG. MANUF. DESIGN.
  - MIN. DIMENSION TO BE COORDINATED WITH 'COOKSON MOTORIZED ROLLING DOOR...(SEE NOTE 2 ABOVE)'. INCREASE DIMENSION TO ACCOMMODATE MOTORIZED ROLLING DOOR AS REQ'D.

- CONCRETE NOTES:**
- THE QUALITY AND DESIGN OF CONCRETE SHALL BE IN ACCORDANCE WITH THE 2013 CALIFORNIA BUILDING CODE EXCEPT ITEMS NOT SPECIFICALLY COVERED THEREIN SHALL ALSO CONFORM WITH ACI 318-99.
  - PORTLAND CEMENT SHALL CONFORM TO ASTM C150. AGGREGATE FOR STONE CONCRETE SHALL II MODIFIED OR IV. CONFORM TO ASTM C-33. AGGREGATE FOR LIGHTWEIGHT CONCRETE SHALL CONFORM TO ASTM C-330.
  - SIDES OF FOOTINGS MAY BE PLACED AGAINST STABLE EARTH.
  - ALL REINFORCING STEEL, ANCHOR BOLTS, DOWELS AND OTHER INSERTS SHALL BE WELL SECURED IN POSITION PRIOR TO POURING CONCRETE.
  - THE QUALITY AND DESIGN OF CONCRETE SHALL BE IN ACCORDANCE WITH THE CALIFORNIA BUILDING CODE EXCEPT ITEMS NOT SPECIFICALLY COVERED THEREIN SHALL ALSO CONFORM WITH A.C.I 318-11.
  - CONCRETE MIX COMPOSITION:**  
MINIMUM COMPRESSION STRENGTH AT 28 DAYS  $f'_c=4000$  PSI  
MAXIMUM AGGREGATE SIZE (INCHES) 1 1/2"  
SLUMP (INCHES) 3" MAX  
MAXIMUM WATER CEMENTITIOUS RATIO (BY WEIGHT) 0.45  
ENTRAINED AIR REQUIRED (%) 4-1/2 (+/-) 1-1/2  
FLY ASH: FLY ASH SHALL CONFORM TO ASTM C618, CLASS F OR N, EXCEPT THAT THE LOSS ON IGNITION SHALL BE LIMITED TO 1%. MAX. FLY ASH 15 PERCENT BY WEIGHT.  
CONCRETE SHALL CONTAIN A MINIMUM OF 675 POUNDS OF CEMENTITIOUS MATERIAL PER CUBIC YARD

- REINFORCING NOTES:**
- ALL REINFORCING BARS SIZE #3 AND SMALLER SHALL CONFORM TO ASTM A-615, GRADE 40. ALL REINFORCING BARS #4 AND LARGER SHALL CONFORM TO ASTM A-615, GRADE 60, UNLESS NOTED OTHERWISE ON THE DRAWINGS. SPIRALS SHALL BE COLD DRAWN BARS CONFORMING TO ASTM A-82.
  - REINFORCING STEEL SHALL HAVE THE FOLLOWING MINIMUM COVERAGE. PLACE BARS AS NEAR TO THE CONCRETE SURFACE AS THESE MINIMUMS PERMIT, UNLESS NOTED OTHERWISE:  
A. CONCRETE POURED AGAINST EARTH 3"  
B. FORMED CONCRETE EXPOSED TO EARTH OR WEATHER-2"
  - BARS SHALL BE FIRMLY SUPPORTED AND ACCURATELY PLACED AS REQUIRED BY THE A.C.I. STANDARDS. USING TIE AND SUPPORT BARS IN ADDITION TO REINFORCEMENT SHOWN WHERE NECESSARY FOR FIRM AND ACCURATE PLACING. PROVIDE DOWELS TO MATCH ALL REINFORCEMENT AT FOUR JOINTS, UNLESS SHOWN OR NOTED OTHERWISE. ALL DOWELS AND BOLTS SHALL BE ACCURATELY SET IN PLACE BEFORE PLACING CONCRETE. NO WELDING OF REINFORCEMENT (INCLUDING TACK WELDING) SHALL BE DONE UNLESS SHOWN ON THE DRAWINGS OR APPROVED BY THE ENGINEER.



SECTION D-S-1  
SCALE: 3/8"=1'-0"

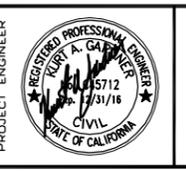
Agenda Item G-2

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REV.	DATE	BY	DESCRIPTION

FILENAME: HDBmtb-S-2

DESIGNED SDS  
DRAWN SDS  
CHECKED SDS  
DATE AUGUST 2015



**HERWIT ENGINEERING**

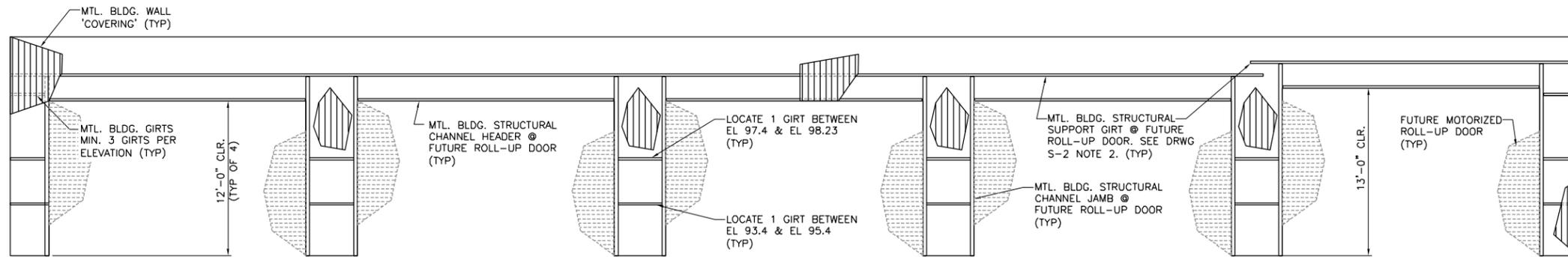


**TOWN OF DISCOVERY BAY  
CONTRA COSTA COUNTY**

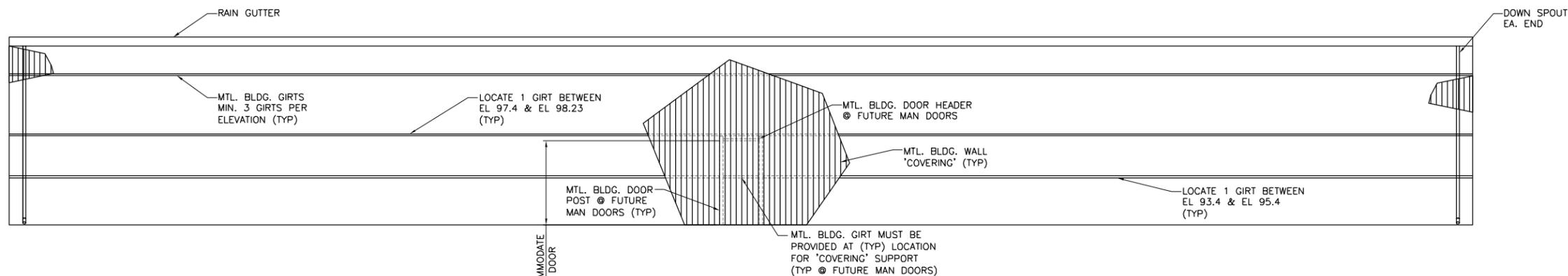
DISCOVERY BAY COMMUNITY SERVICES DISTRICT  
PLANT No.2 EQUIPMENT COVER  
STRUCTURAL EQUIPMENT COVER SECTIONS

VERIFY SCALES  
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IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

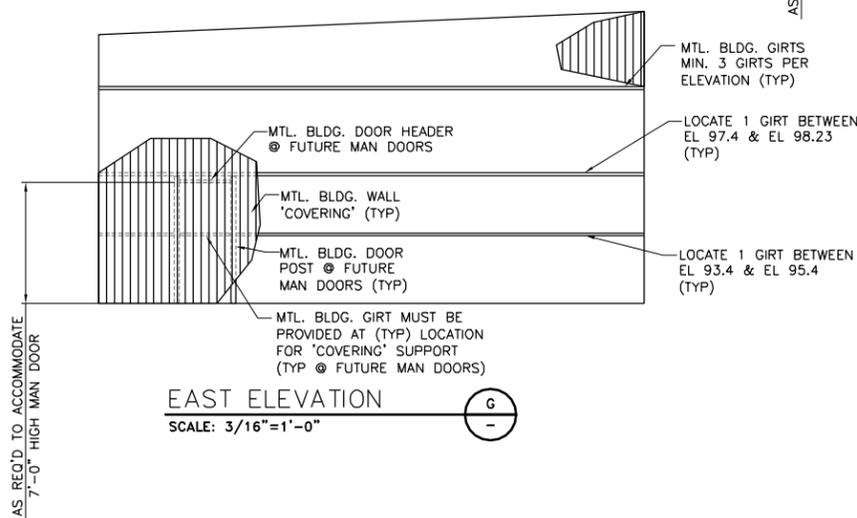
JOB NO. 2015-112 T02  
DRAWING NO. S-2  
SHEET NO. 6 OF 8



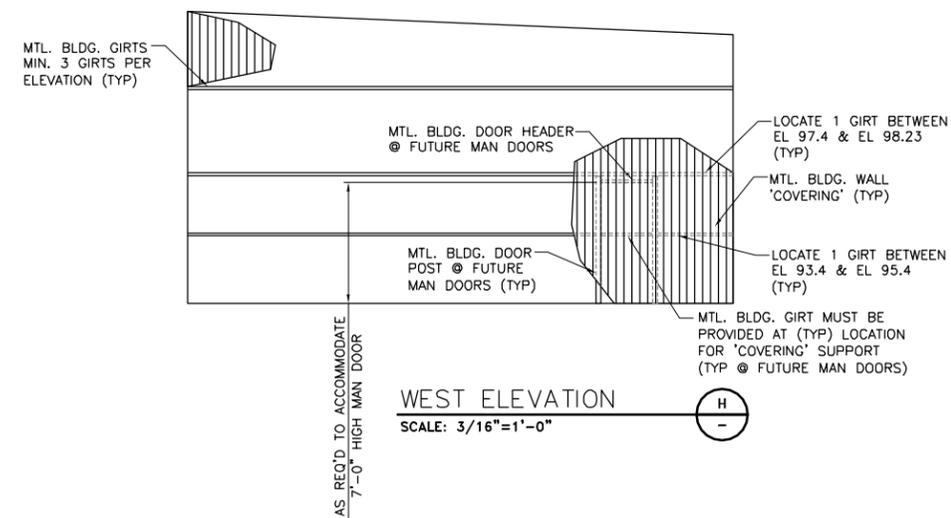
NORTH ELEVATION  
SCALE: 3/16"=1'-0"



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



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



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

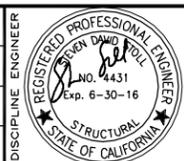
Agenda Item G-2

Last Saved: 8-17-15 08:39am R:\Disc04\WP Projects\Equipment\_Cover\Drawings\Working\HDBm-S-1-4 8-17-15 08:42am Kurt : X-DB-ec-BDR .DB Logo-2013.rvt

REV.	DATE	BY	DESCRIPTION

FILENAME: HDBmtb-S-2

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DATE  
AUGUST 2015



**HERWIT  
ENGINEERING**

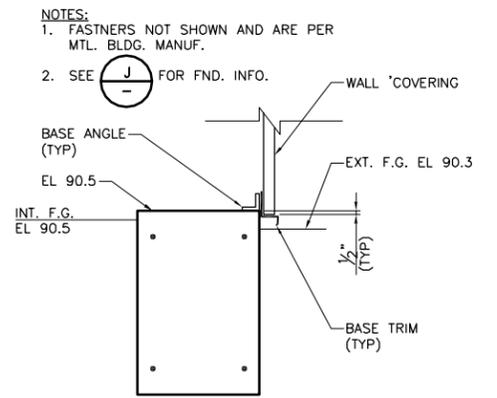
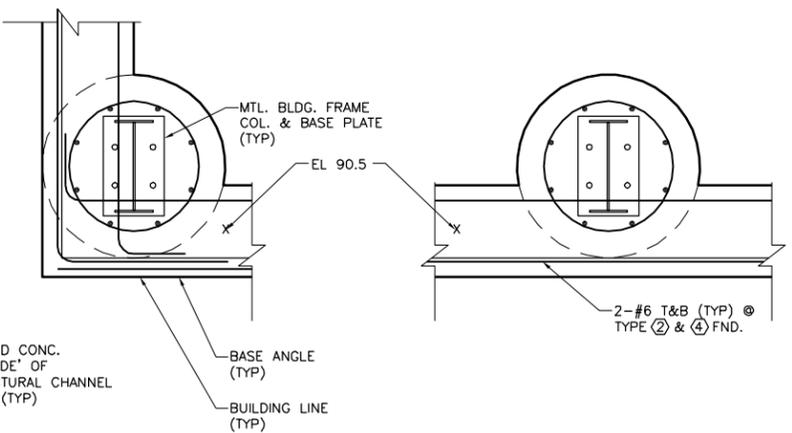
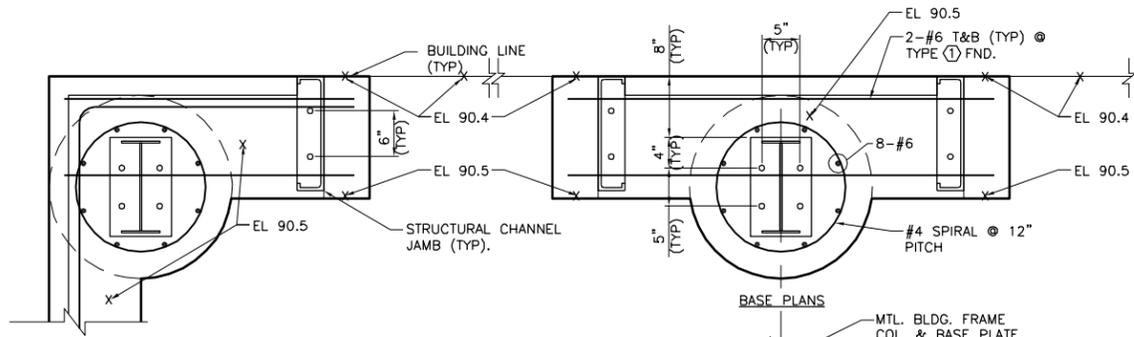


**TOWN OF  
DISCOVERY BAY  
CONTRA COSTA  
COUNTY**

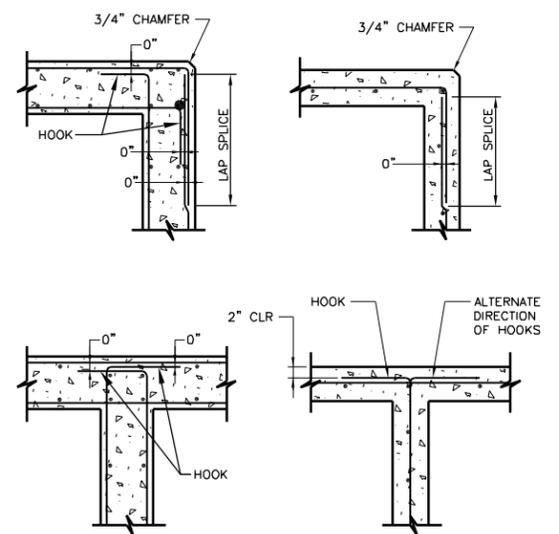
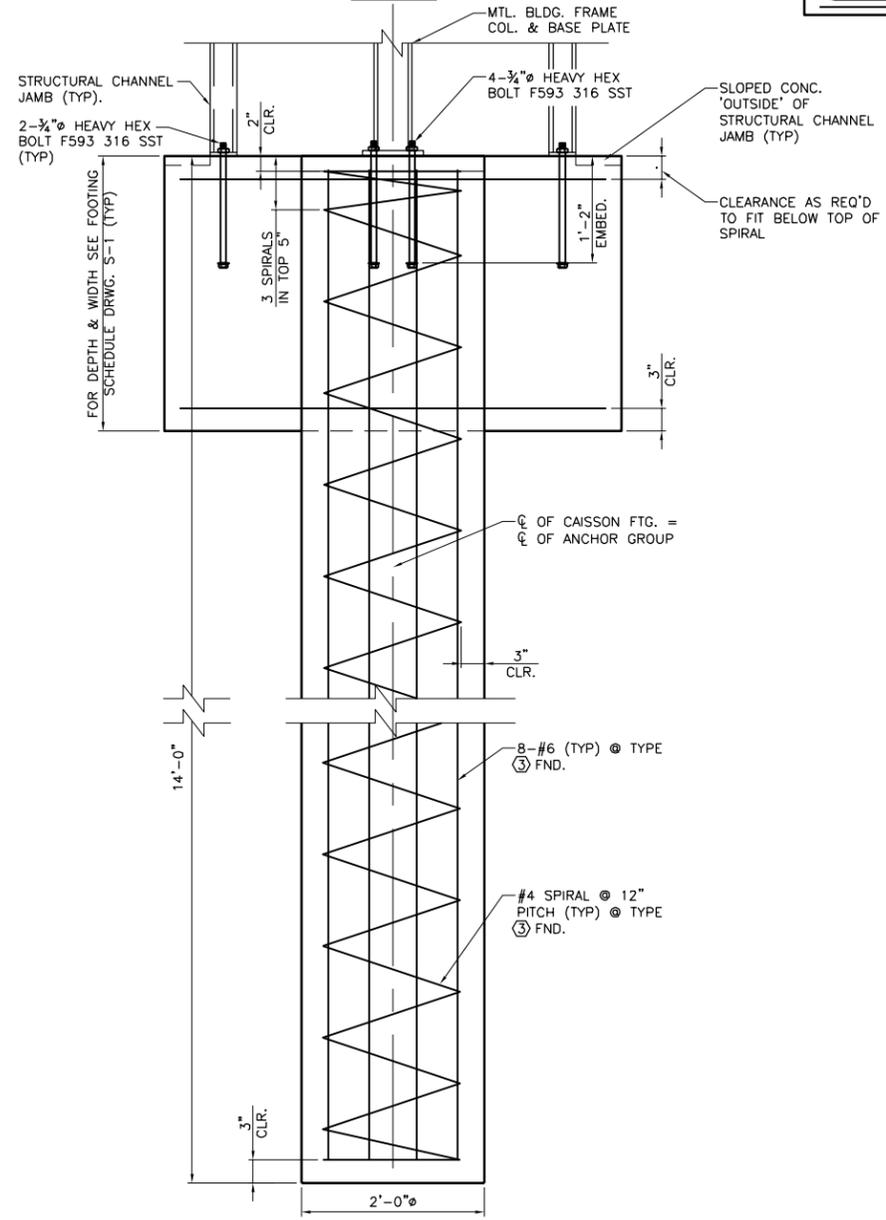
DISCOVERY BAY COMMUNITY SERVICES DISTRICT  
PLANT No.2 EQUIPMENT COVER  
STRUCTURAL  
EQUIPMENT COVER  
ELEVATIONS

VERIFY SCALES  
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0 1" IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

JOB NO.  
2015-112 T02  
DRAWING NO.  
S-3  
SHEET NO.  
7 OF 8



**BASE OF WALL ATTACHMENT**  
SCALE: 1"=1'-0" K  
S-2



**NOTE:**  
1. ALL HOOKS SHALL BE ACI STD 90 DEGREE HOOKS.

**S044 REINFORCEMENT AT CORNERS AND JUNCTIONS**  
TYP

**ANCHOR BOLT/FOUNDATION DETAIL**  
SCALE: 1"=1'-0" J  
S-1

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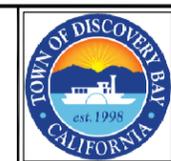
REV.	DATE	BY	DESCRIPTION

FILENAME: HDBmtb-S-2

DESIGNED SDS  
DRAWN SDS  
CHECKED SDS  
DATE AUGUST 2015



**HERWIT ENGINEERING**



**TOWN OF DISCOVERY BAY**  
**CONTRA COSTA COUNTY**

DISCOVERY BAY COMMUNITY SERVICES DISTRICT  
PLANT No.2 EQUIPMENT COVER  
STRUCTURAL EQUIPMENT COVER DETAILS

VERIFY SCALES  
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IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

JOB NO. 2015-112 T02  
DRAWING NO. S-4  
SHEET NO. 8 OF 8

Agenda Item G-2

**BID SUMMARY**  
**Town of Discovery Bay Plant No. 2 Equipment Cover**

Owner: Town of Discovery Bay CSD Project: Plant No.2 Equipment Cover Date: Sept. 16, 2015 - 2:00 p.m.	Bids Opened by: Sue Heint Witness: Virgil Koehne
---	---

Bid Item	McFadden Construction	Anderson Pacific
<b>Bid Item #1</b> – Mobilization, Submittals, Bonds, Licenses, Fees & Insurance (Not to Exceed of 4.5%)	\$8,000	\$12,000
<b>Bid Item #2</b> – Site Work, Clearing, Grubbing, Grading, Potholing, Backfill, Compaction, Material Off-haul	\$15,000	\$15,000
<b>Bid Item #3</b> – Placement and Compaction of Aggregate Base Course	\$30,000	\$30,000
<b>Bid Item #4</b> – Asphalt Paving	\$0	\$0
<b>Bid Item #5</b> – Concrete Piers	\$0	\$0
<b>Bid Item #6</b> – Concrete Footings, Miscellaneous Concrete Work	\$35,000	\$100,000
<b>Bid Item #7</b> – Removal and Reinstallation of Project Fencing	\$4,900	\$2,000
<b>Bid Item #8</b> – Installation of Metal Building	\$100,000	\$120,000
<b>Bid Item #9</b> – Miscellaneous Painting	\$0	\$0
<b>Bid Item #10</b> – Allowance for Owner Directed Work Not Part of Contract Work	\$0	\$0
<b>Bid Item #11</b> – Miscellaneous Items Specified or Indicated Elsewhere But Not Listed Above	\$1	\$7,000
<b>Bid Item #12</b> – Additional Cost for Providing All Shoring and Bracing On All Bid Items Above Including But Not Limited to That as Required By Section 600-6708 of the Labor Code	\$1	\$900
<b>TOTAL</b>	<b>\$192,902</b>	<b>\$286,900</b>



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

**Meeting Date**

October 7, 2015

**Prepared By:** Rick Howard, General Manager

**Submitted By:** Rick Howard, General Manager *RH*

### Agenda Title

Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix Comment Letter

### Recommended Action

As Necessary

### Executive Summary

At a recent Board meeting, the Board requested that the Town comment on the Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix comment letter.

The letter specifically addresses the Twin Tunnel Conveyance Project, also referred to as the Peripheral Canal project.

Staff is seeking Board input at this time.

### Fiscal Impact:

**Amount Requested \$N/A**

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

**Prog/Fund # Category: Pers. X Opt. Cap. -or- CIP# Fund#**

### Previous Relevant Board Actions for This Item

### Attachments

1. Comments on the Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix

**AGENDA ITEM: G-3**

September 29, 2015

BDCP/California WaterFix Comments  
P.O. Box 1919  
Sacramento, CA 9581

Subject: Town of Discovery Bay Community Services District Comments on the Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix

To Whom it May Concern:

The Town of Discovery Bay appreciates the opportunity to review and comment on the Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix. This letter provides the Town's comments in accordance with the provisions of the California Environmental Quality Act (CEQA), CEQA Guidelines, and the National Environmental Protection Act (NEPA).

The Town of Discovery Bay, located in eastern Contra Costa County, is the largest residential water based community on the environmentally sensitive California Delta. The Delta is the lifeblood of our community. The Delta and its ecosystem singularly sustain the largest estuary on the Pacific Coast and it is home to a myriad of fish, waterfowl, and mammals, many of them endangered. The Delta offers countless recreational opportunities as well, including boating, fishing, bird watching, hunting and many others. Most importantly, however, the Delta is also home to the farms and fields that feed America.

This revised iteration of the BDCP, proposed Alternative 4A and referred to as California WaterFix, proposes to make physical and operational improvements to the State and Federal water projects in the Delta claiming to protect reliable future water supplies and to restore and protect ecosystem health in the Delta. Unfortunately, California WaterFix fails to accomplish either of these purposes and the RDEIR/RDEIS inadequately analyses impacts to the Delta ecosystem, water quality and supply, and communities.

The Town of Discovery Bay Community Services District Board of Directors believe that implementation of the BDCP, and particularly the construction of the dual conveyance system allegedly designed to reduce the amount of fresh Sacramento River water flowing into and through the Delta, would cause additional and significant deterioration of an already sensitive Delta ecosystem. The Town submitted comments to that effect in June 2014 in response to the initial release of the BDCP and DEIR/DEIS. California WaterFix does nothing to remedy the concerns expressed therein, but rather heightens those concerns due to the removal of environmental protection and enhancement measures, and the Town readopts its comments previously submitted.

The Town submits the following additional comments regarding the proposed California WaterFix and RDEIR/RDEIS:

**The proposed project would have significant negative impacts to boating and recreation in the Delta.** The Town's location in the heart of the Delta makes it an ideal community to benefit from all the Delta has to offer. Town residents and visitors utilize the Delta waterways for boating and recreation year-round, and such activities are vital to the cultural and economic well-being of the Town. The operation and construction of the tunnels will obstruct and disable navigable water ways for boating, marinas and other types of leisure activities, in addition to creating conditions of low water flow that will foster invasive aquatic species, such as water hyacinth. Poor water quality also creates unsafe recreation. Recreation and tourism in the Delta generate \$750 million annually. The RDEIR/RDEIS fail to analyze the recreational, cultural, and economic impacts that the Town and other Delta communities will suffer due to the proposed project.

**Impacts to the Town's municipal water supply and management have not been considered.** The tunnels will cause increased contamination of municipal water, discharge systems, and wells for the millions of rural and urban residents living in the five Delta counties. The Town obtains all of its municipal water supply from a system of groundwater wells throughout the community. Although Town pumping occurs in the confined aquifer underlying the community, the proximity to the Delta waterways and neighboring agricultural operations which apply Delta water raises concerns that the Town's municipal supply may be impacted in the future as Delta waterways become more saline. Similarly, the Town discharges treated wastewater pursuant to an NPDES permit. The conditions included in the permit were created and are dependent on the ambient conditions of the Delta. The proposed project will alter the makeup of the Delta which may affect the ongoing viability of the permit conditions. The RDEIR/RDEIS fail to consider possible impacts to the Town's municipal water supply and treated wastewater discharge operations.

**How levee failures would affect water operations, and how implementation of the proposed project would affect the economics of levee maintenance, have not been analyzed.** The RDEIR/RDEIS should assess the environmental impact with respect to implementing California WaterFix and the potential of levee failure by examining the consequences each may have for the other. The RDEIR/RDEIS cites levee fragility as a reason to build an isolated conveyance for Sacramento River water. See examples at pp. 1-1, 1-7, 1-9. Levee concerns are also referenced on the California WaterFix website. However, the RDEIR/RDEIS offers no analysis of how levee failures would affect the short- and long-term water operations of the proposed project. Also lacking in the RDEIR/RDEIS, and of great import to the Town and other Delta communities, is an analysis of how implementing the project would affect the State's priorities for investing in Delta levees. This potential impact is illustrated by the fact that scoring systems of levee-project proposals for State funding award points for expected benefits to "export water supply reliability." See recent DWR Solicitation Package for Multi-Benefit Projects relating to Delta Levees Special Flood Control Projects, issued June 13, 2014. The RDEIR/RDEIS fails to analyze whether levee maintenance, and the communities and economies dependent on that maintenance, will suffer impacts from the proposed project.

**Feasible alternatives exist that have not been evaluated.** Far less expensive and less environmentally destructive alternatives to the dual conveyance component of the proposed BDCP have largely been ignored. The decision-making process and environmental documentation does not seriously consider any alternatives other than new upstream conveyance and has rather prioritized increasing water exports from the Delta. Tax and ratepayer dollars would be much better spent on a myriad of alternative projects that focus on storage, self-efficiency, and sustainability

- New surface water storage projects that will result in "new water" added to the State's water resources
- Statewide water efficiency programs that would apply to both urban and agricultural users
- Water recycling and groundwater recharging projects that would promote sustainability in communities in which the projects are conducted
- Retiring thousands of acres of impaired and pollution-generating farmlands in the southern San Joaquin Valley and using those lands for more sustainable and profitable uses, such as solar energy generation
- Improving Delta levees in order to address potential earthquake, flooding, and future sea level rise concerns
- Increasing freshwater flows through the Delta to reduce pollutants and restore ecosystems and wildlife
- Installing fish screens at the south Delta pumps to reduce the current salvage of marine life

**The technical evaluation, public review, and regulatory approval process of the proposed project is being subverted.** Recently, DWR and USBR jumped the gun to file a water rights application for new points of diversion for the tunnels with the State Water Resources Control Board, assuming that the project complies with all applicable state and federal laws and regulations. On the contrary, compliance is highly doubtful. In addition to the water rights filing, USBR petitioned the Army Corps of Engineers for permission to perform dredge and fill construction activities for the water tunnels long before the project has received other necessary approvals. This heightens the perception that DWR and USBR are trying to force the project through administrative channels without proper review and without considering realistic and prudent alternatives. Moreover, this abridgment of

the regulatory approval process effectively curbs the opportunity for public review and participation. The agencies' actions with the State Water Board and the Corps of Engineers are premature and should be withdrawn. This issue is too important, with too many significant statewide impacts, to act presumptively.

The dual conveyance system, in its present proposed alignment, crosses directly in, through and adjacent to the Town of Discovery Bay on its way to the Clifton Court Forebay. The environmental impacts that will be caused as a result of the construction and ongoing project maintenance will forever change the relationship between the Discovery Bay community, the environmental stewardship of the Delta, and the economic and significant cultural resources of the Delta region. These significant impacts are not adequately addressed in the RDEIR/RDEIS.

The proposed BDCP and California WaterFix will not resolve California's ongoing water issues. Rather, it will degrade the Delta environment, ecosystem, and communities.

Based on the comments provided above and those of the other Delta Initiative stakeholders, the Town believes that the proposed California WaterFix and RDEIR/RDEIS are technically and legally inadequate, as they do not comply with the provisions of CEQA, CEQA Guidelines, and NEPA. Reclamation and DWR should prepare and circulate a revised BDCP and accompanying environmental documents that include alternatives that reduce water exports and increase Delta flows for consideration by the public and decision-makers.

Sincerely,



# Town of Discovery Bay

"A Community Services District"

## AGENDA REPORT

Meeting Date

October 7, 2015

Prepared By: Dina Breitstein, Finance Manager  
Submitted By: Rick Howard, General Manager

### Agenda Title

District Financial Statement Report for the Period ending June 30, 2015

### Recommended Action

Receive and File

### Executive Summary

The attached information provides a snapshot of the District's Contra Costa County Fund Balance (*seen below*) as well as the Districts Cash Balances and Budget (*see attached pages*) on June 30, 2015.

**Water & Wastewater Fund Balance** \$7,859,538.63 plus revenues of \$6,203,064.73 less expenditures of \$5,490,373.38 less reserves of \$6,197,926 = **Fund balance of \$2,374,303.98** In addition to the fund balance the District holds \$483,263.05 in the ECC Town bank account, as well as \$1,326,768.67 in the ECC Developer bank account.

**Zone 8 Fund Balance** \$536,133.69 plus revenues of \$570,408.77 less expenditures of \$737,198.96 less reserves of \$315,800 = **Fund balance of \$53,543.50** In addition to the fund balance Zone 8 holds \$116,390.19 in the ECC Recreation Fund.

**Zone 9 Fund Balance** \$145,220.86 plus revenues of \$131,873.92 less expenditures of \$104,683.29 less reserves of \$150,000 = **Fund balance of \$22,411.49**

**Financing Authority Balance = \$1,299,807.76**

Staff is available to answer or address any questions that the Board may have.

There is no action necessary.

### Fiscal Impact:

Amount Requested \$ 0

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

Prog/Fund # Category

### Previous Relevant Board Actions for This Item

N/A

### Attachments

Administration, Water, Wastewater, L&L8, L&L 9, Community Center, Recreation Department & Financing Authority, Caselle Quarterly Financial Statements

AGENDA ITEM: H-1

TOWN OF DISCOVERY BAY  
 COMBINED CASH INVESTMENT  
 JUNE 30, 2015

COMBINED CASH ACCOUNTS

01-1009	XPRESS DEPOSIT ACCOUNT	62,177.99
01-1010	ECC BANK TOWN CHECKING ACCOUNT	483,263.05
01-1011	ECC BANK TOWN GENERAL ACCOUNT	30,499.38
01-1012	ECC BANK COMMUNITY CTR ACCT	443,441.61
01-1013	CCC FUNDS TOWN FUND 8058	8,816,085.17
01-1014	CCC ZONE 8 FUND 8059	415,062.95
01-1015	CCC ZONE 9 FUND 8061	178,496.78
01-1018	DEVELOPMENT ACCOUNT	1,326,768.67
01-1020	US BANK - BOND	1,299,807.76
01-1022	ECC RECREATION ACCOUNT	116,390.19
01-1077	ACCOUNTS RECEIVABLE CASH CLEAR	( 23,015.89)
	TOTAL COMBINED CASH	<u>13,148,977.66</u>
01-1000	CASH ALLOCATED TO OTHER FUNDS	( 13,148,960.21)
	TOTAL UNALLOCATED CASH	<u><u>17.45</u></u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO ADMINISTRATION	214,660.15
20	ALLOCATION TO WATER	4,881,299.19
21	ALLOCATION TO WASTEWATER	5,950,687.06
40	ALLOCATION TO L&L 8	217,935.26
41	ALLOCATION TO L&L 9	141,056.72
50	ALLOCATION TO FINANCING AUTHORITY	1,299,916.90
60	ALLOCATION TO COMMUNITY CENTER	443,404.93
	TOTAL ALLOCATIONS TO OTHER FUNDS	<u>13,148,960.21</u>
	ALLOCATION FROM COMBINED CASH FUND - 01-1000	( 13,148,960.21)
	ZERO PROOF IF ALLOCATIONS BALANCE	<u><u>.00</u></u>

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

ADMINISTRATION

ASSETS

10-1000	CASH IN COMBINED FUND	214,660.15	
10-1010	PETTY CASH	( 94.35)	
10-1030	ACCOUNTS RECEIVABLES	78,286.26	
10-1035	ACCOUNTS RECEIVABLES-MISC	( 59,248.02)	
	<b>TOTAL ASSETS</b>		<u>233,604.04</u>

LIABILITIES AND EQUITY

LIABILITIES

10-2000	ACCOUNTS PAYABLES	( 14,229.43)	
10-2100	PAYROLL LIABILITIES	684.76	
10-2250	DUE TO OTHER FUNDS	120,460.47	
	<b>TOTAL LIABILITIES</b>		106,915.80

FUND EQUITY

<b>UNAPPROPRIATED FUND BALANCE:</b>			
10-2915	NET ASSETS - UNRESTRICTED CCC	6,153.17	
10-2980	RETAINED EARNINGS	1,759.53	
10-2981	COUNTY RECONCILIATION	( 100.00)	
	REVENUE OVER EXPENDITURES - YTD	118,875.54	
	<b>BALANCE - CURRENT DATE</b>	<u>126,688.24</u>	
	<b>TOTAL FUND EQUITY</b>		<u>126,688.24</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u>233,604.04</u>

TOWN OF DISCOVERY BAY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

ADMINISTRATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ADMINISTRATION REVENUE</u>					
10-31-5150 LANDSCAPRE RELATED PAYROLL RMB	253,964.73	253,964.73	415,443.00	161,478.27	61.1
10-31-5177 REIMBURSEMENTS	980.69	980.69	.00	( 980.69)	.0
10-31-5226 LANDSCAPE REIMBURSABLE	238,409.85	238,409.85	225,000.00	( 13,409.85)	106.0
10-31-5243 OTHER	490.00	490.00	.00	( 490.00)	.0
10-31-6046 PERMIT FEE	5,600.00	5,600.00	.00	( 5,600.00)	.0
<b>TOTAL ADMINISTRATION REVENUE</b>	<b>499,445.27</b>	<b>499,445.27</b>	<b>640,443.00</b>	<b>140,997.73</b>	<b>78.0</b>
<b>TOTAL FUND REVENUE</b>	<b>499,445.27</b>	<b>499,445.27</b>	<b>640,443.00</b>	<b>140,997.73</b>	<b>78.0</b>

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

ADMINISTRATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION EXPENDITURES</u>					
10-41-7000 SALARY & WAGES	168,291.09	168,291.09	373,898.74	205,607.65	45.0
10-41-7003 ER TAXES	13,298.14	13,298.14	41,544.30	28,246.16	32.0
10-41-7528 MISCELLANEOUS REIMBURSABLE	54.27	54.27	.00	( 54.27)	.0
10-41-7529 LANDSCAPE RELATED REIMBURSABLE	198,926.23	198,926.23	225,000.00	26,073.77	88.4
TOTAL ADMINISTRATION EXPENDITURES	380,569.73	380,569.73	640,443.04	259,873.31	59.4
TOTAL FUND EXPENDITURES	380,569.73	380,569.73	640,443.04	259,873.31	59.4
NET REVENUE OVER EXPENDITURES	118,875.54	118,875.54	( .04)	( 118,875.58)	29718

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

WATER

ASSETS

20-1000	CASH IN COMBINED FUND	4,881,299.19	
20-1010	PETTY CASH	237.74	
20-1030	ACCOUNTS RECEIVABLES	15,569.45	
20-1035	ACCOUNTS RECEIVABLES-MISC	54,660.16	
20-1040	ALLOWANCE FOR DOUBTFUL ACCOUNT	( 29,472.07)	
20-1045	ADV ON SUPPLEMENTAL TAX	332.98	
20-1052	DUE FROM OTHER FUNDS	48,184.18	
20-1100	EQUIPMENT	308,829.26	
20-1101	CIP RESERVE EXPENSE	184,083.41	
20-1105	LAND	108,000.00	
20-1110	OFFICE FURNITURE & EQUIP	39,521.73	
20-1120	VEHICLES	46,104.18	
20-1130	ACCUMULATED DEPRECIATION	( 2,009,913.77)	
20-1135	BUILDING & IMPROV	139,373.67	
20-1150	CIP-BUILDINGS & IMPROV	84,773.75	
20-1170	STRUCTURES & IMPROV-WATER	2,408,746.83	
20-1171	TREATMENT & COLLECTION	4,731,941.53	
20-1180	INFRASTRUCTURE REPLACEMENT	41,789.07	
	TOTAL ASSETS		11,053,861.29

LIABILITIES AND EQUITY

LIABILITIES

20-2000	ACCOUNTS PAYABLES	300,125.86	
20-2100	PAYROLL LIABILITIES	14,807.88	
20-2101	ACCRUED VACATION LIABILITY	15,264.07	
20-2240	DEFERRED REVENUE	2,980.15	
	TOTAL LIABILITIES		333,177.96

FUND EQUITY

20-2500	INVESTED IN CAPITAL ASSETS	5,750,638.55	
	UNAPPROPRIATED FUND BALANCE:		
20-2910	NET ASSETS - UNRESTRICTED	2,313,113.86	
20-2980	RETAINED EARNINGS	1,841,265.49	
	REVENUE OVER EXPENDITURES - YTD	815,665.43	
	BALANCE - CURRENT DATE	4,970,044.78	
	TOTAL FUND EQUITY		10,720,683.33
	TOTAL LIABILITIES AND EQUITY		11,053,861.29

TOWN OF DISCOVERY BAY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>					
20-31-5105	1,716,390.14	1,716,390.14	1,858,240.00	141,849.86	92.4
20-31-5117	15.00	15.00	.00	( 15.00)	.0
20-31-5148	.00	.00	627,300.00	627,300.00	.0
20-31-5149	.00	.00	100,000.00	100,000.00	.0
20-31-5150	11,291.06	11,291.06	.00	( 11,291.06)	.0
20-31-5151	.00	.00	200,000.00	200,000.00	.0
20-31-5177	3,728.22	3,728.22	5,000.00	1,271.78	74.6
20-31-5178	.00	.00	50,000.00	50,000.00	.0
20-31-5179	17,487.84	17,487.84	1,000.00	( 16,487.84)	1748.8
20-31-5180	.00	.00	30,000.00	30,000.00	.0
20-31-5226	3,202.71	3,202.71	.00	( 3,202.71)	.0
20-31-5243	54,710.87	54,710.87	.00	( 54,710.87)	.0
20-31-6000	713,112.30	713,112.30	975,000.00	261,887.70	73.1
20-31-6030	11,600.00	11,600.00	.00	( 11,600.00)	.0
20-31-6045	137,983.00	137,983.00	50,000.00	( 87,983.00)	276.0
20-31-6046	.00	.00	12,500.00	12,500.00	.0
20-31-6047	17,920.00	17,920.00	10,000.00	( 7,920.00)	179.2
20-31-6086	250,885.08	250,885.08	258,960.00	8,074.92	96.9
<b>TOTAL WATER REVENUE</b>	<b>2,938,326.22</b>	<b>2,938,326.22</b>	<b>4,178,000.00</b>	<b>1,239,673.78</b>	<b>70.3</b>
<b>TOTAL FUND REVENUE</b>	<b>2,938,326.22</b>	<b>2,938,326.22</b>	<b>4,178,000.00</b>	<b>1,239,673.78</b>	<b>70.3</b>

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>					
20-41-7000 SALARY & WAGES	196,613.50	196,613.50	193,502.85	( 3,110.65)	101.6
20-41-7001 OVERTIME	.00	.00	2,000.00	2,000.00	.0
20-41-7003 ER TAXES	15,920.17	15,920.17	21,500.30	5,580.13	74.1
20-41-7030 GROUP INSURANCE	54,245.94	54,245.94	15,240.00	( 39,005.94)	355.9
20-41-7045 WORKERS COMP	19,747.83	19,747.83	20,000.00	252.17	98.7
20-41-7060 457 B PLAN	10,990.70	10,990.70	12,000.00	1,009.30	91.6
20-41-7150 TEMPORARY EMPLOYEES	685.20	685.20	3,360.00	2,674.80	20.4
20-41-7165 BOARD OF DIRECTORS COMPENSATIO	10,111.84	10,111.84	16,560.00	6,448.16	61.1
20-41-7181 TRAVEL & MEETINGS - BOD	814.56	814.56	2,400.00	1,585.44	33.9
20-41-7182 TRAVEL	4,953.08	4,953.08	2,000.00	( 2,953.08)	247.7
20-41-7196 TRAINING & EDUCATION - BOD	1,621.31	1,621.31	800.00	( 821.31)	202.7
20-41-7197 TRAIN, MEET & EDUCATION	3,935.60	3,935.60	2,800.00	( 1,135.60)	140.6
20-41-7210 DUES & SUBSCRIPTIONS	25.20	25.20	1,060.00	1,034.80	2.4
20-41-7225 MEMBERSHIPS	5,732.58	5,732.58	7,200.00	1,467.42	79.6
20-41-7255 TODD SPONSORED EVENTS	707.52	707.52	2,400.00	1,692.48	29.5
20-41-7270 ENVIRONMENTAL STUDIES	730.00	730.00	.00	( 730.00)	.0
20-41-7271 CONSULTING SERVICES	85,376.64	85,376.64	153,320.00	67,943.36	55.7
20-41-7272 WASTE WATER SERVICE CONTRACT	486,664.84	486,664.84	489,429.78	2,764.94	99.4
20-41-7275 PREVENTATIVE & CORRECTIVE	21,302.26	21,302.26	42,800.00	21,497.74	49.8
20-41-7276 CONTRACT MAILING	12,641.93	12,641.93	15,000.00	2,358.07	84.3
20-41-7277 VEOLIA W LARGE REPLACEMENT	.00	.00	40,000.00	40,000.00	.0
20-41-7286 LEGAL - GENERAL	35,182.41	35,182.41	32,000.00	( 3,182.41)	110.0
20-41-7288 LEGAL - LITIGATION	147.52	147.52	30,000.00	29,852.48	.5
20-41-7301 ANNUAL AUDIT SERVICES	9,000.00	9,000.00	12,400.00	3,400.00	72.6
20-41-7316 ELECTION EXPENSE	2,966.19	2,966.19	4,800.00	1,833.81	61.8
20-41-7317 ADVERTISING	1,306.26	1,306.26	400.00	( 906.26)	326.6
20-41-7318 PUBLIC RELATIONS	2,057.56	2,057.56	.00	( 2,057.56)	.0
20-41-7319 INTERNET WEBSITE	6,880.00	6,880.00	200.00	( 6,680.00)	3440.0
20-41-7345 PUBLIC COMMUNICATIONS AND NOTI	7,274.02	7,274.02	2,400.00	( 4,874.02)	303.1
20-41-7361 TELEPHONE - GENERAL	8,172.48	8,172.48	5,600.00	( 2,572.48)	145.9
20-41-7362 TELECOM - NETWORKING	1,152.00	1,152.00	1,080.00	( 72.00)	106.7
20-41-7363 TELEPHONE - CELLULAR	1,794.51	1,794.51	2,800.00	1,005.49	64.1
20-41-7376 ROAD/CONSTRUCTION MATERIALS (S	7,928.82	7,928.82	1,200.00	( 6,728.82)	660.7
20-41-7391 DIESEL FUEL	804.14	804.14	4,000.00	3,195.86	20.1
20-41-7392 VEHICLE & EQUIPMENT - FUEL	5,941.94	5,941.94	4,000.00	( 1,941.94)	148.6
20-41-7393 VEHICLE & EQUIPMENT SUP & REP	3,411.72	3,411.72	4,400.00	988.28	77.5
20-41-7404 WATER METER AND REGISTERS	45,884.87	45,884.87	.00	( 45,884.87)	.0
20-41-7405 GENERAL REPAIRS - PUMPS	.00	.00	12,000.00	12,000.00	.0
20-41-7406 GENERAL REPAIRS	466,744.60	466,744.60	220,000.00	( 246,744.60)	212.2
20-41-7408 SPECIAL EQUIPMENT	810.02	810.02	1,200.00	389.98	67.5
20-41-7409 INFO SYSTEM - MAINTENANCE	9,582.48	9,582.48	6,000.00	( 3,582.48)	159.7
20-41-7410 EQUIPMENT MAINTENANCE	1,699.62	1,699.62	3,600.00	1,900.38	47.2
20-41-7411 SOFTWARE HOSTING	17,683.55	17,683.55	.00	( 17,683.55)	.0
20-41-7412 COMPUTER EQUIPMENT & SUPPLIES	3,063.68	3,063.68	2,400.00	( 663.68)	127.7
20-41-7413 MISCELLANEOUS SMALL TOOLS	1,489.67	1,489.67	2,000.00	510.33	74.5
20-41-7414 EQUIPMENT REPAIR	49.29	49.29	400.00	350.71	12.3
20-41-7415 COMPUTER SOFTWARE	1,338.48	1,338.48	4,000.00	2,661.52	33.5
20-41-7421 CLEANING SUPPLIES (HOUSEHOLD I	.00	.00	800.00	800.00	.0
20-41-7422 MINOR EQUIPMENT (FURNITURE <\$1	1,243.61	1,243.61	200.00	( 1,043.61)	621.8
20-41-7423 OFFICE FURNITURE	.00	.00	200.00	200.00	.0
20-41-7424 POSTAGE	1,441.88	1,441.88	1,000.00	( 441.88)	144.2
20-41-7425 OFFICE SUPPLIES	5,376.63	5,376.63	2,400.00	( 2,976.63)	224.0

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
20-41-7437 RENT PUBLIC MEETINGS	.00	.00	200.00	200.00	.0
20-41-7439 EQUIPMENT RENTAL/LEASING	385.64	385.64	2,000.00	1,614.36	19.3
20-41-7440 FACILITY MAINTENANCE - LANDSCA	72.99	72.99	1,600.00	1,527.01	4.6
20-41-7441 BUILDING MAINTENANCE	12,964.36	12,964.36	10,000.00	( 2,964.36)	129.6
20-41-7451 INSURANCE - LIABILITY	19,442.44	19,442.44	19,600.00	157.56	99.2
20-41-7453 INSURANCE - PROPERTY	685.77	685.77	10,400.00	9,714.23	6.6
20-41-7466 PERMITS & FEES	19,645.25	19,645.25	16,000.00	( 3,645.25)	122.8
20-41-7469 PERSONAL PROTECTIVE EQUIPMENT	650.50	650.50	680.00	29.50	95.7
20-41-7470 SAFETY EQUIPMENT & SUPPLIES	1,507.77	1,507.77	.00	( 1,507.77)	.0
20-41-7481 UTILITIES/ELECTRICAL COST	343,206.24	343,206.24	310,000.00	( 33,206.24)	110.7
20-41-7495 CHEMICALS	12,550.17	12,550.17	30,000.00	17,449.83	41.8
20-41-7510 FREIGHT	.00	.00	1,000.00	1,000.00	.0
20-41-7511 UPS/COURIER	9.18	9.18	320.00	310.82	2.9
20-41-7526 MISCELLANEOUS BANK CHARGES	4,651.61	4,651.61	2,500.00	( 2,151.61)	186.1
20-41-7527 MISCELLANEOUS SERVICES & SUPPL	1,157.67	1,157.67	1,200.00	42.33	96.5
20-41-7528 MISCELLANEOUS REIMBURSABLE	.00	.00	400.00	400.00	.0
20-41-7530 UNRECOVERABLE CHARGES	201.46	201.46	1,000.00	798.54	20.2
20-41-7532 MISCELLANEOUS	7,994.05	7,994.05	.00	( 7,994.05)	.0
20-41-7533 BAD DEBT	8,694.61	8,694.61	5,000.00	( 3,694.61)	173.9
20-41-7534 SPECIAL EXPENSE	2,882.56	2,882.56	.00	( 2,882.56)	.0
20-41-7535 CREDIT MEMO	1,766.95	1,766.95	5,000.00	3,233.05	35.3
20-41-7537 DEBT SERVICE	87,940.95	87,940.95	89,363.20	1,422.25	98.4
20-41-7540 CONTRIBUTION TO RESERVES	.00	.00	32,800.13	32,800.13	.0
20-41-7542 TAXES & ASSESSMENTS	133.87	133.87	773.60	639.73	17.3
20-41-7545 REVENUE COLLECTION	2,057.79	2,057.79	2,400.00	342.21	85.7
20-41-7547 DATA PROCESSING/PAYROLL WIRE T	673.60	673.60	1,040.00	366.40	64.8
20-41-7548 ACCOUNTING (A/P, A/R, GL)	.00	.00	800.00	800.00	.0
20-41-7549 PUBLIC WORKS - PERMITS	8,921.46	8,921.46	4,800.00	( 4,121.46)	185.9
20-41-7550 PROPERTY TAXES	73.95	73.95	1,200.00	1,126.05	6.2
20-41-7587 DEVELOPER DEPOSIT REIMBURSEMENT	1,141.30	1,141.30	.00	( 1,141.30)	.0
<b>TOTAL WATER EXPENDITURES</b>	<b>2,122,660.79</b>	<b>2,122,660.79</b>	<b>1,954,929.86</b>	<b>( 167,730.93)</b>	<b>108.6</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>2,122,660.79</b>	<b>2,122,660.79</b>	<b>1,954,929.86</b>	<b>( 167,730.93)</b>	<b>108.6</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>815,665.43</b>	<b>815,665.43</b>	<b>2,223,070.14</b>	<b>1,407,404.71</b>	<b>36.7</b>

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

WASTEWATER

ASSETS

21-1000	CASH IN COMBINED FUND	5,950,687.06	
21-1010	PETTY CASH	356.61	
21-1030	ACCOUNTS RECEIVABLES	( 11,203.56)	
21-1035	ACCOUNTS RECEIVABLES-MISC	153,168.30	
21-1040	ALLOWANCE FOR DOUBTFUL ACCOUNT	( 4,224.15)	
21-1045	ADV ON SUPPLEMENTAL TAX	499.46	
21-1052	DUE FROM OTHER FUNDS	72,276.29	
21-1100	EQUIPMENT	653,704.75	
21-1105	LAND	199,000.00	
21-1110	OFFICE FURNITURE & EQUIP	59,282.62	
21-1120	VEHICLES	371,386.97	
21-1130	ACCUMULATED DEPRECIATION	( 8,001,678.06)	
21-1135	BUILDING & IMPROV	1,246,827.54	
21-1150	CIP-BUILDINGS & IMPROV	66,635.00	
21-1155	CIP - WASTEWATER	524,920.66	
21-1158	TREATMENT & COLLECTION	737,662.23	
21-1170	STRUCTURES & IMPROV-SEWER	4,319,621.63	
21-1171	TREATMENT & COLLECTION	25,435,516.08	
21-1180	INFRASTRUCTURE REPLACEMENT	1,398.47	
	TOTAL ASSETS		31,775,837.90

LIABILITIES AND EQUITY

LIABILITIES

21-2000	ACCOUNTS PAYABLES	166,046.94	
21-2100	PAYROLL LIABILITIES	13,077.92	
21-2101	ACCRUED VACATION LIABILITY	10,369.88	
21-2205	CAL CARD	161.80	
21-2280	DEBIT SERVICE INSTALLMENT PMT	22,250.00	
	TOTAL LIABILITIES		211,906.54

FUND EQUITY

21-2500	INVESTED IN CAPITAL ASSETS	6,189,403.03	
	UNAPPROPRIATED FUND BALANCE:		
21-2905	CONTRIBUTED CAPITAL	18,757,813.00	
21-2910	NET ASSETS - UNRESTRICTED	4,231,657.29	
21-2980	RETAINED EARNINGS	712,845.65	
	REVENUE OVER EXPENDITURES - YTD	1,672,212.39	
	BALANCE - CURRENT DATE	25,374,528.33	
	TOTAL FUND EQUITY		31,563,931.36
			31,775,837.90

TOWN OF DISCOVERY BAY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WASTEWATER REVENUE</u>					
21-31-5105	PROPERTY TAXES	3,984,190.02	3,984,190.02	3,799,884.00 (	184,306.02) 104.9
21-31-5117	OTHER TAX	15.00	15.00	.00 (	15.00) .0
21-31-5148	PROCEEDS FROM FINANCING CIP	.00	.00	3,533,582.00	3,533,582.00 .0
21-31-5149	DEVLPER DEP HOLDING ACCT CIP	.00	.00	200,000.00	200,000.00 .0
21-31-5150	ZONE 8 LANDSCAPE PAYROLL REIMB	89,032.22	89,032.22	.00 (	89,032.22) .0
21-31-5177	REIMBURSEMENTS	3,981.00	3,981.00	5,500.00	1,519.00 72.4
21-31-5178	INFRASTRUCTURE REPLACEMENT CIP	.00	.00	145,000.00	145,000.00 .0
21-31-5179	MISC	464.94	464.94	1,109.00	644.06 41.9
21-31-5180	CARRY-OVER/RE-BUDGETED	.00	.00	70,000.00	70,000.00 .0
21-31-5243	OTHER	42,987.09	42,987.09	.00 (	42,987.09) .0
21-31-6015	SEWER CHARGES	102,069.28	102,069.28	125,000.00	22,930.72 81.7
21-31-6030	CONNECTION FEES CIP	10,800.00	10,800.00	.00 (	10,800.00) .0
21-31-6045	CAPACITY FEE CIP	393,529.00	393,529.00	150,000.00 (	243,529.00) 262.4
21-31-6046	PERMIT FEE	.00	.00	12,500.00	12,500.00 .0
21-31-6047	INSPECTION FEE	17,920.00	17,920.00	10,000.00 (	7,920.00) 179.2
	<b>TOTAL WASTEWATER REVENUE</b>	<b>4,644,988.55</b>	<b>4,644,988.55</b>	<b>8,052,575.00</b>	<b>3,407,586.45 57.7</b>
	<b>TOTAL FUND REVENUE</b>	<b>4,644,988.55</b>	<b>4,644,988.55</b>	<b>8,052,575.00</b>	<b>3,407,586.45 57.7</b>

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>WASTEWATER EXPENDITURES</b>					
21-41-7000 SALARY & WAGES	270,708.56	270,708.56	290,254.28	19,545.72	93.3
21-41-7001 OVERTIME	.00	.00	3,000.00	3,000.00	.0
21-41-7003 ER TAXES	21,278.78	21,278.78	32,250.48	10,971.70	66.0
21-41-7030 GROUP INSURANCE	82,221.56	82,221.56	22,860.00	( 59,361.56)	359.7
21-41-7045 WORKERS COMP	29,621.75	29,621.75	30,000.00	378.25	98.7
21-41-7060 457 B PLAN	15,772.35	15,772.35	18,000.00	2,227.65	87.6
21-41-7150 TEMPORARY EMPLOYEES	1,029.40	1,029.40	5,040.00	4,010.60	20.4
21-41-7165 BOARD OF DIRECTORS COMPENSATIO	15,167.76	15,167.76	24,840.00	9,672.24	61.1
21-41-7181 TRAVEL & MEETINGS - BOD	1,381.30	1,381.30	3,600.00	2,218.70	38.4
21-41-7182 TRAVEL	6,358.67	6,358.67	3,000.00	( 3,358.67)	212.0
21-41-7196 TRAINING & EDUCATION - BOD	2,431.96	2,431.96	1,200.00	( 1,231.96)	202.7
21-41-7197 TRAIN, MEET & EDUCATION	3,773.40	3,773.40	4,200.00	426.60	89.8
21-41-7210 DUES & SUBSCRIPTIONS	37.80	37.80	1,590.00	1,552.20	2.4
21-41-7225 MEMBERSHIPS	7,999.38	7,999.38	10,800.00	2,800.62	74.1
21-41-7255 TODB SPONSORED EVENTS	1,061.29	1,061.29	3,600.00	2,538.71	29.5
21-41-7270 ENVIRONMENTAL STUDIES	9,131.00	9,131.00	.00	( 9,131.00)	.0
21-41-7271 CONSULTING SERVICES	200,562.36	200,562.36	229,980.00	29,417.64	87.2
21-41-7272 WASTE WATER SERVICE CONTRACT	729,997.30	729,997.30	734,144.66	4,147.36	99.4
21-41-7275 PREVENTATIVE & CORRECTIVE	43,320.05	43,320.05	64,200.00	20,879.95	67.5
21-41-7277 VEOLIA WW LARGE REPLACEMENT	42,267.48	42,267.48	60,000.00	17,732.52	70.5
21-41-7286 LEGAL - GENERAL	55,832.45	55,832.45	48,000.00	( 7,832.45)	116.3
21-41-7286 LEGAL - LITIGATION	307.29	307.29	45,000.00	44,692.71	.7
21-41-7301 ANNUAL AUDIT SERVICES	9,000.00	9,000.00	18,600.00	9,600.00	48.4
21-41-7316 ELECTION EXPENSE	4,449.29	4,449.29	7,200.00	2,750.71	61.8
21-41-7317 ADVERTISING	1,764.00	1,764.00	600.00	( 1,164.00)	294.0
21-41-7318 PUBLIC RELATIONS	3,086.34	3,086.34	.00	( 3,086.34)	.0
21-41-7319 INTERNET WEBSITE	10,320.00	10,320.00	300.00	( 10,020.00)	3440.0
21-41-7345 PUBLIC COMMUNICATIONS AND NOTI	3,359.10	3,359.10	3,600.00	240.90	93.3
21-41-7361 TELEPHONE - GENERAL	9,033.98	9,033.98	8,400.00	( 633.98)	107.6
21-41-7362 TELECOM - NETWORKING	4,161.40	4,161.40	1,620.00	( 2,541.40)	256.9
21-41-7363 TELEPHONE - CELLULAR	2,704.75	2,704.75	4,200.00	1,495.25	64.4
21-41-7376 ROAD/CONSTRUCTION MATERIALS (S	1,174.01	1,174.01	1,800.00	625.99	65.2
21-41-7391 DIESEL FUEL	2,948.14	2,948.14	6,000.00	3,051.86	49.1
21-41-7392 VEHICLE & EQUIPMENT - FUEL	3,378.33	3,378.33	6,000.00	2,621.67	56.3
21-41-7393 VEHICLE & EQUIPMENT SUP & REP	10,428.80	10,428.80	6,600.00	( 3,828.80)	158.0
21-41-7405 GENERAL REPAIRS - PUMPS	21,260.89	21,260.89	18,000.00	( 3,260.89)	118.1
21-41-7406 GENERAL REPAIRS	50,490.63	50,490.63	330,000.00	279,509.37	15.3
21-41-7407 NTR/SIP TESTING - RWQCB	.00	.00	5,000.00	5,000.00	.0
21-41-7408 SPECIAL EQUIPMENT	2,269.08	2,269.08	1,800.00	( 469.08)	126.1
21-41-7409 INFO SYSTEM - MAINTENANCE	13,636.14	13,636.14	9,000.00	( 4,636.14)	151.5
21-41-7410 EQUIPMENT MAINTENANCE	2,446.63	2,446.63	5,400.00	2,953.37	45.3
21-41-7411 SOFTWARE HOSTING	18,737.08	18,737.08	.00	( 18,737.08)	.0
21-41-7412 COMPUTER EQUIPMENT & SUPPLIES	4,559.84	4,559.84	3,600.00	( 959.84)	126.7
21-41-7413 MISCELLANEOUS SMALL TOOLS	1,595.63	1,595.63	3,000.00	1,404.37	53.2
21-41-7414 EQUIPMENT REPAIR	364.55	364.55	600.00	235.45	60.8
21-41-7415 COMPUTER SOFTWARE	1,491.87	1,491.87	6,000.00	4,508.13	24.9
21-41-7421 CLEANING SUPPLIES (HOUSEHOLD I	.00	.00	1,200.00	1,200.00	.0
21-41-7422 MINOR EQUIPMENT (FURNITURE <\$1	1,865.41	1,865.41	300.00	( 1,565.41)	621.8
21-41-7423 OFFICE FURNITURE	.00	.00	300.00	300.00	.0
21-41-7424 POSTAGE	2,680.60	2,680.60	1,500.00	( 1,180.60)	178.7
21-41-7425 OFFICE SUPPLIES	7,179.47	7,179.47	3,600.00	( 3,579.47)	199.4
21-41-7437 RENT PUBLIC MEETINGS	.00	.00	300.00	300.00	.0

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
21-41-7439 EQUIPMENT RENTAL/LEASING	578.48	578.48	3,000.00	2,421.52	19.3
21-41-7440 FACILITY MAINTENANCE - LANDSCA	6,609.49	6,609.49	2,400.00	( 4,209.49)	275.4
21-41-7441 BUILDING MAINTENANCE	24,242.93	24,242.93	15,000.00	( 9,242.93)	161.6
21-41-7451 INSURANCE - LIABILITY	45,068.08	45,068.08	29,400.00	( 15,668.08)	153.3
21-41-7453 INSURANCE - PROPERTY	278.65	278.65	15,600.00	15,321.35	1.8
21-41-7466 PERMITS & FEES	32,747.78	32,747.78	24,000.00	( 8,747.78)	136.5
21-41-7468 NPDES NOV FINES	.00	.00	25,000.00	25,000.00	.0
21-41-7469 PERSONAL PROTECTIVE EQUIPMENT	1,149.67	1,149.67	1,020.00	( 129.67)	112.7
21-41-7470 SAFETY EQUIPMENT & SUPPLIES	3,127.04	3,127.04	.00	( 3,127.04)	.0
21-41-7481 UTILITIES/ELECTRICAL COST	314,728.54	314,728.54	465,000.00	150,271.46	67.7
21-41-7483 UTILITIES/WASTE COST	5,132.79	5,132.79	.00	( 5,132.79)	.0
21-41-7495 CHEMICALS	22,505.34	22,505.34	20,000.00	( 2,505.34)	112.5
21-41-7510 FREIGHT	.00	.00	1,500.00	1,500.00	.0
21-41-7511 UPS/COURIER	294.56	294.56	480.00	185.44	61.4
21-41-7527 MISCELLANEOUS SERVICES & SUPPL	1,436.98	1,436.98	1,800.00	363.02	79.8
21-41-7528 MISCELLANEOUS REIMBURSABLE	.00	.00	600.00	600.00	.0
21-41-7532 MISCELLANEOUS	( 364.79)	( 364.79)	.00	364.79	.0
21-41-7533 BAD DEBT	146.91	146.91	.00	( 146.91)	.0
21-41-7534 SPECIAL EXPENSE	4,427.04	4,427.04	.00	( 4,427.04)	.0
21-41-7535 CREDIT MEMO	3,787.10	3,787.10	.00	( 3,787.10)	.0
21-41-7537 DEBT SERVICE	738,520.87	738,520.87	738,073.80	( 447.07)	100.1
21-41-7540 CONTRIBUTION TO RESERVES	.00	.00	49,200.19	49,200.19	.0
21-41-7542 TAXES & ASSESSMENTS	20,656.47	20,656.47	1,160.40	( 19,496.07)	1780.1
21-41-7545 REVENUE COLLECTION	3,086.69	3,086.69	3,600.00	513.31	85.7
21-41-7547 DATA PROCESSING/PAYROLL WIRE T	470.40	470.40	1,560.00	1,089.60	30.2
21-41-7548 ACCOUNTING (A/P, A/R, GL)	.00	.00	1,200.00	1,200.00	.0
21-41-7549 PUBLIC WORKS - PERMITS	.00	.00	7,200.00	7,200.00	.0
21-41-7550 PROPERTY TAXES	8,146.99	8,146.99	1,800.00	( 6,346.99)	452.6
21-41-7587 DEVELOPER DEPOSIT REIMBURSMENT	1,350.30	1,350.30	.00	( 1,350.30)	.0
<b>TOTAL WASTEWATER EXPENDITURES</b>	<b>2,972,776.16</b>	<b>2,972,776.16</b>	<b>3,498,673.81</b>	<b>525,897.65</b>	<b>85.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>2,972,776.16</b>	<b>2,972,776.16</b>	<b>3,498,673.81</b>	<b>525,897.65</b>	<b>85.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>1,672,212.39</b>	<b>1,672,212.39</b>	<b>4,553,901.19</b>	<b>2,881,688.80</b>	<b>36.7</b>

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

L&L 8

ASSETS

40-1000	CASH IN COMBINED FUND	217,935.26	
40-1045	ADV ON SUPPLEMENTAL TAX	2,773.49	
40-1052	DUE FROM OTHER FUNDS	311,794.39	
40-1100	EQUIPMENT	231,480.31	
40-1105	LAND	380,083.00	
40-1110	OFFICE FURNITURE & EQUIP	19,617.44	
40-1120	VEHICLES	55,423.91	
40-1130	ACCUMULATED DEPRECIATION	( 1,056,797.26)	
40-1135	BUILDING & IMPROV	2,806,253.02	
40-1150	CIP-BUILDINGS & IMPROV	20,891.22	
40-1155	CIP - PARKS	12,246.63	
40-1160	CIP - STREETScape	1,932.04	
		<hr/>	
	TOTAL ASSETS		<u><u>3,003,633.45</u></u>

LIABILITIES AND EQUITY

LIABILITIES

40-2000	ACCOUNTS PAYABLES	16,433.59	
40-2001	AP - MANUAL OFFSET	( 6,200.00)	
40-2100	PAYROLL LIABILITIES	16,545.17	
40-2101	ACCRUED VACATION LIABILITY	6,220.22	
		<hr/>	
	TOTAL LIABILITIES		32,998.98

FUND EQUITY

40-2500	INVESTED IN CAPITAL ASSETS	1,348,359.35	
	UNAPPROPRIATED FUND BALANCE:		
40-2905	CONTRIBUTED CAPITAL	947,190.37	
40-2910	NET ASSETS - UNRESTRICTED	1,270,777.75	
40-2980	RETAINED EARNINGS	( 751,400.85)	
	REVENUE OVER EXPENDITURES - YTD	155,707.85	
		<hr/>	
	BALANCE - CURRENT DATE	1,622,275.12	
		<hr/>	
	TOTAL FUND EQUITY		<u>2,970,634.47</u>
			<hr/>
	TOTAL LIABILITIES AND EQUITY		<u><u>3,003,633.45</u></u>

TOWN OF DISCOVERY BAY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

L&L 8

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>L&amp;L 8 REVENUE</u>					
40-31-5105	.00	.00	478,000.00	478,000.00	.0
40-31-5106	11,023.22	11,023.22	.00 (	11,023.22)	.0
40-31-5107	350.66	350.66	.00 (	350.66)	.0
40-31-5108	4,245.27	4,245.27	.00 (	4,245.27)	.0
40-31-5111	17,740.53	17,740.53	.00 (	17,740.53)	.0
40-31-5112	( 713.89)	( 713.89)	.00	713.89	.0
40-31-5114	384.22	384.22	.00 (	384.22)	.0
40-31-5115	2,265.01	2,265.01	.00 (	2,265.01)	.0
40-31-5117	13,019.14	13,019.14	.00 (	13,019.14)	.0
40-31-5120	504,085.30	504,085.30	.00 (	504,085.30)	.0
40-31-5148	.00	.00	4,500.00	4,500.00	.0
40-31-5149	32,922.50	32,922.50	25,000.00 (	7,922.50)	131.7
40-31-5150	12,375.00	12,375.00	3,000.00 (	9,375.00)	412.5
40-31-5151	24,525.31	24,525.31	6,000.00 (	18,525.31)	408.8
40-31-5177	1,295.47	1,295.47	50,000.00	48,704.53	2.6
40-31-5179	.00	.00	65,000.00	65,000.00	.0
40-31-5180	.00	.00	8,206.96	8,206.96	.0
40-31-5243	( 280.58)	( 280.58)	.00	280.58	.0
40-31-6000	8,177.25	8,177.25	.00 (	8,177.25)	.0
40-31-6050	11,914.00	11,914.00	.00 (	11,914.00)	.0
40-31-6075	1,425.00	1,425.00	.00 (	1,425.00)	.0
40-31-6690	33,355.00	33,355.00	32,000.00 (	1,355.00)	104.2
40-31-6695	15,761.65	15,761.65	5,000.00 (	10,761.65)	315.2
40-31-6996	1,213.00	1,213.00	.00 (	1,213.00)	.0
40-31-6997	1,199.25	1,199.25	500.00 (	699.25)	239.9
40-31-6998	1,035.00	1,035.00	500.00 (	535.00)	207.0
40-31-6999	12,991.00	12,991.00	7,500.00 (	5,491.00)	173.2
<b>TOTAL L&amp;L 8 REVENUE</b>	<b>710,308.31</b>	<b>710,308.31</b>	<b>685,206.96 (</b>	<b>25,101.35)</b>	<b>103.7</b>
<b>TOTAL FUND REVENUE</b>	<b>710,308.31</b>	<b>710,308.31</b>	<b>685,206.96 (</b>	<b>25,101.35)</b>	<b>103.7</b>

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

L&L 8

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>L&amp;L 8 EXPENDITURE</u>					
40-41-7000 SALARY & WAGES	70,734.65	70,734.65	89,259.77	18,525.12	79.3
40-41-7003 ER TAXES	6,995.74	6,995.74	9,917.75	2,922.01	70.5
40-41-7182 TRAVEL	444.77	444.77	1,000.00	555.23	44.5
40-41-7197 TRAIN, MEET & EDUCATION	1,359.14	1,359.14	1,500.00	140.86	90.6
40-41-7210 DUES & SUBSCRIPTIONS	.00	.00	200.00	200.00	.0
40-41-7225 MEMBERSHIPS	493.85	493.85	525.00	31.15	94.1
40-41-7271 CONSULTING SERVICES	247.50	247.50	.00	( 247.50)	.0
40-41-7286 LEGAL - GENERAL	839.25	839.25	1,000.00	160.75	83.9
40-41-7301 ANNUAL AUDIT SERVICES	.00	.00	2,220.00	2,220.00	.0
40-41-7317 ADVERTISING	147.48	147.48	50.00	( 97.48)	295.0
40-41-7361 TELEPHONE - GENERAL	1,431.95	1,431.95	1,125.00	( 306.95)	127.3
40-41-7362 TELECOM - NETWORKING	444.79	444.79	200.00	( 244.79)	222.4
40-41-7363 TELEPHONE - CELLULAR	1,222.48	1,222.48	2,000.00	777.52	61.1
40-41-7376 ROAD/CONSTRUCTION MATERIALS (S	.00	.00	500.00	500.00	.0
40-41-7392 VEHICLE & EQUIPMENT - FUEL	3,533.53	3,533.53	3,000.00	( 533.53)	117.8
40-41-7393 VEHICLE & EQUIPMENT SUP & REP	3,255.55	3,255.55	2,000.00	( 1,255.55)	162.8
40-41-7406 GENERAL REPAIRS	14.03	14.03	.00	( 14.03)	.0
40-41-7409 INFO SYSTEM - MAINTENANCE	1,496.69	1,496.69	800.00	( 696.69)	187.1
40-41-7410 EQUIPMENT MAINTENANCE	3,048.20	3,048.20	2,500.00	( 548.20)	121.9
40-41-7412 COMPUTER EQUIPMENT & SUPPLIES	.00	.00	150.00	150.00	.0
40-41-7413 MISCELLANEOUS SMALL TOOLS	1,460.01	1,460.01	1,500.00	39.99	97.3
40-41-7421 CLEANING SUPPLIES (HOUSEHOLD I	.00	.00	1,000.00	1,000.00	.0
40-41-7422 MINOR EQUIPMENT (FURNITURE <\$1	48.81	48.81	150.00	101.19	32.5
40-41-7424 POSTAGE	.00	.00	100.00	100.00	.0
40-41-7425 OFFICE SUPPLIES	836.13	836.13	1,200.00	363.87	69.7
40-41-7439 EQUIPMENT RENTAL/LEASING	.00	.00	2,000.00	2,000.00	.0
40-41-7440 FACILITY MAINTENANCE - LANDSCA	37,421.72	37,421.72	50,000.00	12,578.28	74.8
40-41-7441 BUILDING MAINTENANCE	5,396.22	5,396.22	3,000.00	( 2,396.22)	179.9
40-41-7451 INSURANCE - LIABILITY	3,712.05	3,712.05	1,700.00	( 2,012.05)	218.4
40-41-7469 PERSONAL PROTECTIVE EQUIPMENT	2,775.87	2,775.87	1,500.00	( 1,275.87)	185.1
40-41-7470 SAFETY EQUIPMENT & SUPPLIES	584.14	584.14	.00	( 584.14)	.0
40-41-7481 UTILITIES/ELECTRICAL COST	85,717.84	85,717.84	80,000.00	( 5,717.84)	107.2
40-41-7482 UTILITIES/WATER COST	29,175.12	29,175.12	35,000.00	5,824.88	83.4
40-41-7483 UTILITIES/WASTE COST	3,732.68	3,732.68	3,500.00	( 232.68)	106.7
40-41-7527 MISCELLANEOUS SERVICES & SUPPL	2,725.63	2,725.63	750.00	( 1,975.63)	363.4
40-41-7528 MISCELLANEOUS REIMBURSABLE	1,309.31	1,309.31	.00	( 1,309.31)	.0
40-41-7532 MISCELLANEOUS	( 113.16)	( 113.16)	.00	113.16	.0
40-41-7534 SPECIAL EXPENSE	705.18	705.18	4,000.00	3,294.82	17.6
40-41-7542 TAXES & ASSESSMENTS	998.22	998.22	.00	( 998.22)	.0
40-41-7543 INTERFUND (INVESTMENT PROPERTY	.00	.00	300.00	300.00	.0
40-41-7544 REIMBURSEMENT FOR COUNTY ADMIN	4,751.00	4,751.00	500.00	( 4,251.00)	950.2
40-41-7548 ACCOUNTING (A/P, A/R, GL)	211.87	211.87	.00	( 211.87)	.0
40-41-7549 PUBLIC WORKS - PERMITS	234.91	234.91	.00	( 234.91)	.0
40-41-7550 PROPERTY TAXES	1,959.42	1,959.42	850.00	( 1,109.42)	230.5
40-41-8000 SALARY & WAGES	112,341.27	112,341.27	156,518.68	44,177.41	71.8
40-41-8003 ER TAXES	11,110.67	11,110.67	17,390.96	6,280.29	63.9
40-41-8182 TRAVEL & MEETINGS	540.22	540.22	700.00	159.78	77.2
40-41-8197 TRAIN, MEET & EDUCATION	1,039.47	1,039.47	1,500.00	460.53	69.3
40-41-8210 DUES & SUBSCRIPTIONS	305.00	305.00	300.00	( 5.00)	101.7
40-41-8256 EVENTS	5,790.99	5,790.99	.00	( 5,790.99)	.0
40-41-8271 CONSULTING SERVICES	1,292.50	1,292.50	.00	( 1,292.50)	.0
40-41-8286 LEGAL - GENERAL	5,175.85	5,175.85	1,500.00	( 3,675.85)	345.1

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

L&L 8

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-41-8317 ADVERTISING	8,957.75	8,957.75	9,000.00	42.25	99.5
40-41-8361 TELEPHONE - GENERAL	1,715.12	1,715.12	2,000.00	284.88	85.8
40-41-8362 TELECOM - NETWORKING	867.30	867.30	500.00	( 367.30)	173.5
40-41-8363 TELEPHONE - CELLULAR	972.14	972.14	1,200.00	227.86	81.0
40-41-8392 VEHICLE & EQUIPMENT - FUEL	444.60	444.60	100.00	( 344.60)	444.6
40-41-8406 GENERAL REPAIRS	146.58	146.58	7,000.00	6,853.42	2.1
40-41-8408 SPECIAL EQUIPMENT	6,936.99	6,936.99	100.00	( 6,836.99)	6937.0
40-41-8409 INFO SYSTEM - MAINTENANCE	3,319.00	3,319.00	1,000.00	( 2,319.00)	331.9
40-41-8410 EQUIPMENT MAINTENANCE	613.42	613.42	800.00	186.58	76.7
40-41-8413 MISCELLANEOUS SMALL TOOLS	7.31	7.31	.00	( 7.31)	.0
40-41-8414 EQUIPMENT REPAIR	714.75	714.75	.00	( 714.75)	.0
40-41-8415 COMPUTER SOFTWARE	4,368.72	4,368.72	3,000.00	( 1,368.72)	145.6
40-41-8424 POSTAGE	940.30	940.30	1,500.00	559.70	62.7
40-41-8425 OFFICE SUPPLIES	2,422.34	2,422.34	1,500.00	( 922.34)	161.5
40-41-8439 EQUIPMENT RENTAL/LEASING	.00	.00	1,000.00	1,000.00	.0
40-41-8440 FACILITY MAINTENANCE - LANDSCA	8,220.44	8,220.44	3,000.00	( 5,220.44)	274.0
40-41-8441 BUILDING MAINTENANCE	8,743.76	8,743.76	5,000.00	( 3,743.76)	174.9
40-41-8451 INSURANCE - LIABILITY	3,609.07	3,609.07	3,500.00	( 109.07)	103.1
40-41-8453 INSURANCE - PROPERTY	.00	.00	1,000.00	1,000.00	.0
40-41-8466 PERMITS & FEES	1,007.50	1,007.50	2,000.00	992.50	50.4
40-41-8469 PERSONAL PROTECTIVE EQUIPMENT	477.64	477.64	.00	( 477.64)	.0
40-41-8470 SAFETY EQUIPMENT & SUPPLIES	955.05	955.05	.00	( 955.05)	.0
40-41-8481 UTILITIES/ELECTRICAL COST	17,804.23	17,804.23	20,000.00	2,195.77	89.0
40-41-8482 UTILITIES/WATER COST	7,827.21	7,827.21	12,000.00	4,172.79	65.2
40-41-8483 UTILITIES/WASTE COST	5,462.87	5,462.87	3,000.00	( 2,462.87)	182.1
40-41-8495 CHEMICALS	3,725.56	3,725.56	3,000.00	( 725.56)	124.2
40-41-8526 MISCELLANEOUS BANK CHARGES	5,109.98	5,109.98	2,000.00	( 3,109.98)	255.5
40-41-8527 MISCELLANEOUS SERVICES & SUPPL	2,002.52	2,002.52	1,000.00	( 1,002.52)	200.3
40-41-8528 MISCELLANEOUS REIMBURSABLE	447.00	447.00	.00	( 447.00)	.0
40-41-8532 MISCELLANEOUS	( 269.08)	( 269.08)	.00	269.08	.0
40-41-8534 SPECIAL EXPENSE	1,057.39	1,057.39	300.00	( 757.39)	352.5
40-41-8535 CREDIT MEMO	5,156.00	5,156.00	3,500.00	( 1,656.00)	147.3
40-41-8539 COGS - COMMUNITY CENTER	19.72	19.72	200.00	180.28	9.9
40-41-8540 SWIM TEAM EXPENSES	9,667.69	9,667.69	8,000.00	( 1,667.69)	120.9
40-41-8541 FOOD EXP	931.52	931.52	400.00	( 531.52)	232.9
40-41-8542 BEVERAGE EXP	346.27	346.27	400.00	53.73	86.6
40-41-8543 PROGRAM FEES	22,923.26	22,923.26	20,000.00	( 2,923.26)	114.6
40-41-8548 INTER-GOVERNMENTAL CHARGES	.00	.00	200.00	200.00	.0
<b>TOTAL L&amp;L 8 EXPENDITURE</b>	<b>554,600.46</b>	<b>554,600.46</b>	<b>600,107.16</b>	<b>45,506.70</b>	<b>92.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>554,600.46</b>	<b>554,600.46</b>	<b>600,107.16</b>	<b>45,506.70</b>	<b>92.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>155,707.85</b>	<b>155,707.85</b>	<b>85,099.80</b>	<b>( 70,608.05)</b>	<b>183.0</b>

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

L&L 9

<u>ASSETS</u>			
41-1000	CASH IN COMBINED FUND	141,056.72	
41-1052	DUE FROM OTHER FUNDS	30,741.11	
41-1100	EQUIPMENT	5,136.36	
41-1105	LAND	35,847.00	
41-1130	ACCUMULATED DEPRECIATION	( 37,592.75)	
41-1135	BUILDING & IMPROV	164,223.98	
41-1155	CIP - PARKS	5,050.74	
41-1160	CIP - STREETScape	1,922.78	
	TOTAL ASSETS		346,385.94
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
41-2000	ACCOUNTS PAYABLES	6,548.50	
41-2001	AP - MANUAL OFFSET	( 1,200.00)	
41-2100	PAYROLL LIABILITIES	744.37	
41-2101	ACCRUED VACATION LIAB	1,021.22	
	TOTAL LIABILITIES		7,114.09
<u>FUND EQUITY</u>			
41-2500	INVESTED IN CAPITAL ASSETS	127,623.64	
UNAPPROPRIATED FUND BALANCE:			
41-2905	CONTRIBUTED CAPITAL	35,847.00	
41-2910	NET ASSETS - UNRESTRICTED	124,335.51	
41-2980	RETAINED EARNINGS	13,162.16	
	REVENUE OVER EXPENDITURES - YTD	38,303.54	
	BALANCE - CURRENT DATE	211,648.21	
	TOTAL FUND EQUITY		339,271.85
	TOTAL LIABILITIES AND EQUITY		346,385.94

TOWN OF DISCOVERY BAY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

L&L 9

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>L&amp;L 9 REVENUE</u>					
41-31-5105 PROPERTY TAXES	.00	.00	114,000.00	114,000.00	.0
41-31-5106 CURRENT SECURED PROPERTY TAX	3,316.06	3,316.06	.00	( 3,316.06)	.0
41-31-5120 ASSESSMENT INCOME	119,075.94	119,075.94	.00	( 119,075.94)	.0
41-31-5151 LANDSCAPE RELATED REIMBURSABLE	8,174.00	8,174.00	.00	( 8,174.00)	.0
41-31-5177 REIMBURSEMENTS	467.18	467.18	4,000.00	3,532.82	11.7
41-31-5179 MISC	251.87	251.87	5,000.00	4,748.13	5.0
TOTAL L&L 9 REVENUE	131,285.05	131,285.05	123,000.00	( 8,285.05)	106.7
TOTAL FUND REVENUE	131,285.05	131,285.05	123,000.00	( 8,285.05)	106.7

TOWN OF DISCOVERY BAY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2015

L&L 9

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>L&amp;L 9 EXPENDITURE</u>					
41-41-7000 SALARY & WAGES	24,724.18	24,724.18	33,424.56	8,700.38	74.0
41-41-7003 ER TAXES	2,445.25	2,445.25	3,713.84	1,268.59	65.8
41-41-7182 TRAVEL	238.06	238.06	500.00	261.94	47.6
41-41-7197 TRAIN, MEET & EDUCATION	658.82	658.82	300.00	( 358.82)	219.6
41-41-7210 DUES & SUBSCRIPTIONS	.00	.00	200.00	200.00	.0
41-41-7225 MEMBERSHIPS	523.86	523.86	240.00	( 283.86)	218.3
41-41-7271 CONSULTING SERVICES	206.25	206.25	4,100.00	3,893.75	5.0
41-41-7286 LEGAL - GENERAL	192.50	192.50	1,000.00	807.50	19.3
41-41-7301 ANNUAL AUDIT SERVICES	.00	.00	2,200.00	2,200.00	.0
41-41-7317 ADVERTISING	127.48	127.48	60.00	( 67.48)	212.5
41-41-7361 TELEPHONE - GENERAL	1,516.60	1,516.60	1,000.00	( 516.60)	151.7
41-41-7362 TELECOM - NETWORKING	479.72	479.72	250.00	( 229.72)	191.9
41-41-7363 TELEPHONE - CELLULAR	1,205.52	1,205.52	1,200.00	( 5.52)	100.5
41-41-7376 ROAD/CONSTRUCTION MATERIALS (S	.00	.00	200.00	200.00	.0
41-41-7392 VEHICLE & EQUIPMENT - FUEL	3,143.29	3,143.29	2,500.00	( 643.29)	125.7
41-41-7393 VEHICLE & EQUIPMENT SUP & REP	2,736.69	2,736.69	750.00	( 1,986.69)	364.9
41-41-7406 GENERAL REPAIRS	.00	.00	100.00	100.00	.0
41-41-7409 INFO SYSTEM - MAINTENANCE	1,298.91	1,298.91	1,000.00	( 298.91)	129.9
41-41-7410 EQUIPMENT MAINTENANCE	4,178.53	4,178.53	1,000.00	( 3,178.53)	417.9
41-41-7413 MISCELLANEOUS SMALL TOOLS	1,431.09	1,431.09	600.00	( 831.09)	238.5
41-41-7414 EQUIPMENT REPAIR	435.62	435.62	500.00	64.38	87.1
41-41-7421 CLEANING SUPPLIES (HOUSEHOLD I	.00	.00	500.00	500.00	.0
41-41-7422 MINOR EQUIPMENT (FURNITURE <\$1	.00	.00	500.00	500.00	.0
41-41-7424 POSTAGE	.00	.00	50.00	50.00	.0
41-41-7425 OFFICE SUPPLIES	430.36	430.36	500.00	69.64	86.1
41-41-7439 EQUIPMENT RENTAL/LEASING	.00	.00	1,000.00	1,000.00	.0
41-41-7440 FACILITY MAINTENANCE - LANDSCA	25,781.17	25,781.17	25,250.00	( 531.17)	102.1
41-41-7441 BUILDING MAINTENANCE	876.70	876.70	2,100.00	1,223.30	41.8
41-41-7451 INSURANCE - LIABILITY	3,241.80	3,241.80	1,200.00	( 2,041.80)	270.2
41-41-7469 PERSONAL PROTECTIVE EQUIPMENT	1,542.39	1,542.39	1,500.00	( 42.39)	102.8
41-41-7470 SAFETY EQUIPMENT & SUPPLIES	202.67	202.67	.00	( 202.67)	.0
41-41-7481 UTILITIES/ELECTRICAL COST	638.45	638.45	1,350.00	711.55	47.3
41-41-7482 UTILITIES/WATER COST	12,454.99	12,454.99	20,000.00	7,545.01	62.3
41-41-7483 UTILITIES/WASTE COST	.00	.00	100.00	100.00	.0
41-41-7527 MISCELLANEOUS SERVICES & SUPPL	300.86	300.86	500.00	199.14	60.2
41-41-7532 MISCELLANEOUS	744.18	744.18	.00	( 744.18)	.0
41-41-7534 SPECIAL EXPENSE	800.93	800.93	500.00	( 300.93)	160.2
41-41-7542 TAXES & ASSESSMENTS	20.36	20.36	1,000.00	979.64	2.0
41-41-7545 REVENUE COLLECTION	404.28	404.28	600.00	195.72	67.4
<b>TOTAL L&amp;L 9 EXPENDITURE</b>	<b>92,981.51</b>	<b>92,981.51</b>	<b>111,488.40</b>	<b>18,506.89</b>	<b>83.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>92,981.51</b>	<b>92,981.51</b>	<b>111,488.40</b>	<b>18,506.89</b>	<b>83.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>38,303.54</b>	<b>38,303.54</b>	<b>11,511.60</b>	<b>( 26,791.94)</b>	<b>332.7</b>

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

FINANCING AUTHORITY

<u>ASSETS</u>			
50-1000	CASH IN COMBINED FUND	1,299,916.90	
50-1036	DEBT SERVICE - INSTALLMENT REC	22,250.00	
50-1063	DEBT ISSUANCE COST- PREPAID IN	58,705.47	
50-1160	CIP - WATER	1,363,617.28	
50-1170	STRUCTURES & IMPROV-SEWER	10,955,372.38	
	TOTAL ASSETS		13,699,862.03
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-2000	ACCOUNTS PAYABLES	( 460,398.98)	
50-2010	ACCRUED INTEREST PAYABLES	44,409.38	
50-2150	UNAMORTIZED BOND PREMIUM	329,804.68	
	TOTAL LIABILITIES		( 86,184.92)
<u>FUND EQUITY</u>			
50-2500	BOND LIABILITY	13,860,000.00	
	UNAPPROPRIATED FUND BALANCE:		
50-2920	INVESTED IN CAPITAL ASSETS	( 6,465,541.61)	
50-2980	RETAINED EARNINGS	6,391,190.52	
	REVENUE OVER EXPENDITURES - YTD	398.04	
	BALANCE - CURRENT DATE		( 73,953.05)
	TOTAL FUND EQUITY		13,786,046.95
	TOTAL LIABILITIES AND EQUITY		13,699,862.03

TOWN OF DISCOVERY BAY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

FINANCING AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FINANCING AUTHORITY REVENUE</u>					
50-31-5133 DIVIDEND REINVESTMENT	214.24	214.24	.00	( 214.24)	.0
TOTAL FINANCING AUTHORITY REVENUE	214.24	214.24	.00	( 214.24)	.0
TOTAL FUND REVENUE	214.24	214.24	.00	( 214.24)	.0

TOWN OF DISCOVERY BAY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

FINANCING AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCING AUTHORITY EXP</u>						
50-41-7605	BANK FEES	( 183.80)	( 183.80)	.00	183.80	.0
	TOTAL FINANCING AUTHORITY EXP	( 183.80)	( 183.80)	.00	183.80	.0
	TOTAL FUND EXPENDITURES	( 183.80)	( 183.80)	.00	183.80	.0
	NET REVENUE OVER EXPENDITURES	398.04	398.04	.00	( 398.04)	.0

TOWN OF DISCOVERY BAY  
BALANCE SHEET  
JUNE 30, 2015

COMMUNITY CENTER

ASSETS

60-1000	CASH IN COMBINED FUND	443,404.93	
60-1020	CERTIFICATE OF DEPOSIT (CD)	6,782.49	
60-1065	INVENTORY	4,578.98	
60-1100	EQUIPMENT	5,793.56	
60-1130	ACCUMULATED DEPRECIATION	( 206.91)	
TOTAL ASSETS			460,353.05

LIABILITIES AND EQUITY

FUND EQUITY

60-2500	INVESTED IN CAPITAL ASSETS	5,586.65	
UNAPPROPRIATED FUND BALANCE:			
60-2910	NET ASSETS - UNRESTRICTED	538,762.15	
60-2980	RETAINED EARNINGS	( 82,928.23)	
	REVENUE OVER EXPENDITURES - YTD	( 1,067.52)	
BALANCE - CURRENT DATE		454,766.40	
TOTAL FUND EQUITY			460,353.05
TOTAL LIABILITIES AND EQUITY			460,353.05

TOWN OF DISCOVERY BAY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

COMMUNITY CENTER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COMMUNITY CENTER REVENUE</u>						
60-31-5179	MISC	( 40.00)	( 40.00)	.00	40.00	.0
	TOTAL COMMUNITY CENTER REVENUE	( 40.00)	( 40.00)	.00	40.00	.0
	TOTAL FUND REVENUE	( 40.00)	( 40.00)	.00	40.00	.0

TOWN OF DISCOVERY BAY  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2015

COMMUNITY CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY CENTER EXP</u>					
60-41-7526 MISCELLANEOUS BANK CHARGES	306.70	306.70	.00	( 306.70)	.0
60-41-7527 MISCELLANEOUS SERVICES & SUPPL	720.82	720.82	.00	( 720.82)	.0
<b>TOTAL COMMUNITY CENTER EXP</b>	<b>1,027.52</b>	<b>1,027.52</b>	<b>.00</b>	<b>( 1,027.52)</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>1,027.52</b>	<b>1,027.52</b>	<b>.00</b>	<b>( 1,027.52)</b>	<b>.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 1,067.52)</b>	<b>( 1,067.52)</b>	<b>.00</b>	<b>1,067.52</b>	<b>.0</b>



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item H-2



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item I



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item J



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item K



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item L



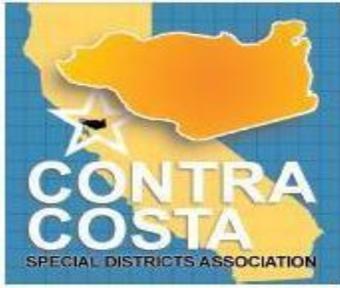
**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item M



## Quarterly Meeting Minutes

7.20.2015	Meeting Time: 10:23 a.m.	Central Contra Costa Sanitary District Multi-Purpose Room 5019 Imhoff Place, Martinez, CA 94553
Meeting called by	Chair Bette Boatmun called meeting to order at 10:05 a.m.	
Minutes	Suzette Crayton, Executive Assistant Central Contra Costa Sanitary District	
Attendees	Thirty-Seven (37) Attendees (Sign In Sheet Attached)	

### Contra Costa County Mosquito Vector Update (added item)

Community Affairs Representative Andrew Pierce provided update on mosquitos, rats, and mice causes and preventions. Stressed the importance of reporting dead birds. Report at 877-WNV-BIRD or the website [www.contracostamosquito.com](http://www.contracostamosquito.com).

### Welcome and Introductions

Each representative introduced themselves.

### Approval of April 20 Meeting Minutes

The minutes were approved

### Guest Speaker: Debbie Vanek, San Ramon Fire Protection District Co-Chair, HeartSafe Community Committee

Spoke about Automated External Defibrillator devices that are present in many public buildings now and demonstrated how to do it, which included hands-on training. Also shared with the group an app for the phone called Pulse Point which alerts other CPR certified responders that an event that they can possible help with is in their area.

### Scholarship and Grant Program Update

Provided hand out on Teacher of the Year Program. Also talked about a possible grant from the county for the scholarship and a meeting that they will attend on this subject. Motion moved for a one-time grant of \$1,000 for county schools and to rethink the process for next year. Motioned passed. Will bring this issue back next spring.

### LAFCO Representative Report

Igor Skaredoff provided the report. On July 8<sup>th</sup> LAFCO hosted a preservation/open space workshop where there were 70 attendees. LAFCO will also be hosting a series of presentations on water agencies. Currently working on municipal service review for Reclamation Districts and review of fire services next year.

## Committee Updates

### Finance Committee

No Report

### Program Committee

Scholarship provided update earlier in agenda

## Legislative Committee Report

Dane Wadle, Public Affairs Field Coordinator for CSDA, provided the report. He provided update on key bills and legislation. He stated that on July 30<sup>th</sup> there will be a 2 hour webinar on update of legislative roundup, and they were going to be trying to do this twice per year. He gave a reminder on the grass roots mobilization survey. He stated that AB304 sick leave bill was signed into law. A member stated that they hoped that CSDA was working closely with the League of CA Cities on issues.

## East Bay Regional Park District – Park Advisory Committee Report

Lou Ann sent the written report before the meeting and it was distributed to the members at that time.

## California Special Districts Association Activities Update

Sherry Sterrett provided four or five highlights from past meeting agenda packet. She also touched on the High Risk Local Government Audit Program, and the upcoming conference.

## Other Local Government Official Updates

Bette reminded members that dues notices would be mailed out and also reminder members about getting potential Associate Members to join as was voted on at the October 2014 meeting.

Action Items	Person Responsible	Deadline
None		

**Meeting paused at 11:12 a.m. to hold LAFCO election (LAFCO election adjourned in memory of George Schmidt) and reconvened at 11:25 a.m. and then adjourned at 12:39 p.m.**



# EAST CONTRA COSTA FIRE PROTECTION DISTRICT

## Meeting Minutes

Board of Directors Regular Meeting

**Monday August 3, 2015 – 6:30 P.M.**

Meeting Location: 3231 Main Street, Oakley

### BOARD OF DIRECTORS

Greg Cooper  
Robert Kenny  
Jonathan Michaelson

Joel Bryant-President  
Ronald Johansen-Vice President  
Cheryl Morgan

Randy Pope  
Stephen Smith  
Joe Young

### CALL FOR A TEMPORARY PRESIDENT: (6:30 P.M.)

**Motion by: Director Young to elect Director Pope as temporary president**

**Vote: Motion carried: 6:0:0**

**Ayes: Kenny, Michaelson, Morgan, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Bryant, Cooper, Johansen**

### CALL TO ORDER: (6:31 P.M.)

### PLEDGE OF ALLEGIANCE: (6:30 P.M.)

### ROLL CALL: (6:32 P.M.)

Directors Present: Kenny, Michaelson, Morgan, Pope, Smith, Young

Directors Absent: Bryant, Cooper, Johansen

### PUBLIC COMMENTS: (6:32 P.M.)

There were two (2) public speakers – Debbie Holeman, Kevin Graves

### CONSENT CALENDAR: (6:41 P.M.)

**C.1** Approve Minutes from July 6, 2015 Regular Board of Directors Meeting

**C.2** Approve Minutes from July 13, 2015 Special Board of Directors Meeting

**Motion by: Director Young to approve consent items C1 & C2**

**Vote: Motion carried: 6:0:0**

**Ayes: Kenny, Michaelson, Morgan, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Bryant, Cooper, Johansen**

**DISCUSSION ITEMS**

- D.1** Approve Sole-Source Purchase, Installation and Mobilization of FD Tablet Command System from Wolfpack Solutions: (6:41 P.M.)

There was one (1) public speaker – Gil Guerrero

**Motion by: Director Michaelson to approve the Sole-Source Purchase, Installation and Mobilization of FD Tablet Command System from Wolfpack Solutions**

**Second by: Director Young**

**Vote: Motion carried: 6:0:0**

**Ayes: Kenny, Michaelson, Morgan, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Bryant, Cooper, Johansen**

- D.2** Direction to Fire Chief to Cast Ballot(s) Regarding Proposed BIMID Levee and Flood Control Facilities Maintenance and Repair Assessment: (6:49 P.M.)

There was one (1) public speaker – Mark Whitlock

**Motion by: Director Kenny to direct the Fire Chief to Cast Ballot(s) Regarding Proposed BIMID Levee and Flood Control Facilities Maintenance and Repair Assessment**

**Second by: Director Smith**

**Vote: Motion carried: 6:0:0**

**Ayes: Kenny, Michaelson, Morgan, Pope, Smith, Young**

**Noes:**

**Abstained:**

**Absent: Bryant, Cooper, Johansen**

- D.3** Receive Operational Update for July 2015: (6:53 P.M.)

**INFORMATIONAL STAFF REPORTS: (6:58 P.M.)**

**None**

**DIRECTORS' COMMENTS: (6:59 P.M.)**

Director Morgan - Chief Henderson and Director Morgan attended the first meeting for the Clayton-Morgan Territory Fire Safe 2015 Action Plan for wildfire safety.

**INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (6:59 P.M.)**

**None**

**ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS: (7:01 P.M.)**

1. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency Designated Representatives: Fire Chief and Glenn Berkheimer  
Employee Organization: International Association of Fire Fighters, Local 1230
2. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):  
Dan Baio v. East Contra Costa Fire Protection District (Grievance)

**REPORT ON THE CLOSED SESSIONS: (7:52 P.M.)**

No reportable action was taken in closed session. Direction was provided to Staff on both items.

**ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: September 14, 2015  
(7:53 P.M.)**

**Motion by: Director Pope to adjourn to the next Regular Board Meeting scheduled on  
September 14, 2015**



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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

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No Back Up  
Documentation  
For Agenda Item O



**TOWN OF DISCOVERY BAY**  
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No Back Up  
Documentation  
For Agenda Item P