



# TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • Director - Ray Tetreault

MINUTES OF THE REGULAR MEETING OF  
THE FY 2011-12 BUDGET REVIEW COMMITTEE  
OF THE TOWN OF DISCOVERY BAY CSD  
Wednesday April 13, 2011  
1800 Willow Lake Road, Discovery Bay, California  
REGULAR MEETING 4:00 P.M.  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

## Budget Committee Members

Mark Simon, Chair; Ray Tetreault, Vice Chair, Christeen Era; Michael McCleery; Gaylin Zelgler

**A. ROLL CALL**

The meeting was called to order at 4:05 P.M.

**B. BROWN ACT REVIEW AND REQUIREMENTS OF COMMITTEE MEMBERS**

General Manager Howard provided the committee with a review of the Brown Act and its application to the Committee and its members.

**C. BUDGET CALENDAR**

This item was continued to the next meeting.

**D. DISCUSSION OF THE DISTRICT'S CURRENT FINANCIAL SITUATION**

This item was discussed as a part of Item E, below.

**E. REVIEW OF PRIOR YEARS AND FY 2011-12 OPERATING AND CAPITAL IMPROVEMENT PROJECT BUDGETS**

General Manager Howard and Financial Services staff Liz Hardy presented the FY 2010-11 Fiscal Year Revenues, Operating and Capital Improvement Program Budgets for the Committee's review. General Manager Howard presented to the Committee the proposed budget format going forward, and explained the proposed changes from the present year formats to the future budget format.

The Committee requested a presentation of the Landscape Budgets. General Manager Howard indicated that he has scheduled that presentation for a future meeting of the Committee.

General Manager discussed the next meetings content to be the Proposed Operating, Capital and Revenue Budget for the FY 2011-12.

**F. SET COMMITTEE CALENDAR**

The next FY 2011-12 Budget Review Committee meeting was scheduled for Wednesday, April 20 at 4:00 p.m.

**G. ADJOURNMENT**

The meeting was adjourned at 6:05 p.m.