



TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

For the Meeting of Wednesday
November 7, 2012

7:00P.M. Regular Meeting

District Office
1800 Willow Lake Road



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Wednesday November 7, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda that 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. PRESENTATIONS

D. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT
2. CHP REPORT
3. FIRE DISTRICT REPORT
4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT
5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

E. 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*

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. DRAFT Minutes of previous Regular meeting dated October 17, 2012
2. DRAFT Minutes of previous Special meeting dated October 30, 2012
3. Approve Register of District Invoices
4. Accept District Financial Report
5. Adopt and Approve Resolution No. 2012-27 for the Conflict of Interest Code Amendment for 2012
6. Approval of Notice of Exemption (CEQA) for Cornell Park Lighting Replacement Project
7. Approval of Notice of Exemption (CEQA) for Cornell Park Pickle Ball Courts Installation Project
8. Authorize purchase and replacement of Cornell Park Entry Sign

G. PUBLIC HEARING to Consider the Following

1. Rescind Resolution 2012-23 of the Town of Discovery Bay CSD amending Capacity Charge Fee Program ("Capacity Fee") and Adopting Resolution No. 2012-28 amending Capacity Charge Fee Program

H. NEW BUSINESS AND ACTION ITEMS

1. Approve and Adopt Resolution No. 2012-29 Establishing a Revolving Fund Pursuant to Government Code §53952
2. Purchase of the 4th UV module and programming upgrades for the Trojan Ultra Violet (UV) 3000 System
3. Earth Day 2013 Project – Blue Star Memorial and Garden, Slifer Park
4. Acquisition of the Discovery Bay Athletic Club site and ongoing Facility Operational Considerations

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

J. MANAGER'S REPORT

K. GENERAL MANAGER'S REPORT

L. DISTRICT LEGAL COUNSEL REPORT

M. COMMITTEE UPDATES

N. CORRESPONDENCE – Discussion and Possible Action

1. R – DRAFT East County Water Management Association Governing Board Representatives meeting report dated May 24, 2012
2. R – Discovery Bay P-6 Zone Citizen Advisory Committee meeting minutes dated June 18, 2012
3. R – Byron Municipal Advisory Council meeting minutes dated August 16, 2012

O. PUBLIC RECORD REQUESTS RECEIVED

1. Request from Talley – Community Center Survey Results – Request date October 12, 2012

P. FUTURE AGENDA ITEMS

Q. ADJOURNMENT

1. Adjourn to the next regular meeting on December 5, 2012 starting at 7:00 p.m. at 1800 Willow Lake Rd – Located behind the Delta Community Presbyterian Church.

"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 CSD 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."



No Back Up
Documentation For
Agenda Item # C



No Back Up
Documentation For
Agenda Item # D



No Back Up
Documentation For
Agenda Item # E



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Wednesday October 17, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: 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

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

None

C. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Steele – Provided details and the report on the Contra Costa County Aviation Advisory Committee meeting dated October 11, 2012

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. Minutes of previous Special meeting dated October 3, 2012
2. Minutes of previous Regular meeting dated October 3, 2012
3. Register of District Invoices
4. Approve and Adopt Resolution 2012-26 for the Official Town Seal and a Logo for the Town of Discovery Bay
5. Approve Purchase of One (1) portable Changeable Message Sign
6. Capacity Fee Charge Report for Fiscal Year 2011-2012

Director Simon – Pulled item E-5

Motion by: Vice-President Graves to approve the Consent Calendar as written except for item E-5

Second by: Director Tetreault

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

Item E-5 - Approve Purchase of One (1) portable Changeable Message Sign

There were two (2) Public Comment Speakers

General Manager Howard – Provided details in regards to item E-5

Motion by: Vice-President Graves to approve the purchase of one (1) portable ADDCO Model DH500FM with the radar speed option in the amount of \$16,500.00, plus tax to Road Tech Safety Services, Inc., and authorize the General Manager to execute all purchase documents

Second by: Director Mattison

There were two (2) Public Comment Speakers

General Manager Howard – Provided additional details in regards to item E-5

Vote: Motion Carried – AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Tetreault, NOES: 1 – Director Simon

F. NEW BUSINESS AND ACTION ITEMS

1. Possible options related to future Town of Discovery Bay District Offices

General Manager Howard – Provided the details of item F-1

There was discussion between the General Manager and the Board. There were two (2) Public Comment Speakers

2. Discussion and possible action regarding purchase of Street Pole Banners

General Manager Howard – Provided the details of item F-2

There was discussion between the General Manager and the Board

Parks and Landscape Manager Perez – Provided additional details of item F-2

There was discussion between the Parks and Landscape Manager, the General Manager, and the Board

Motion by: Vice-President Graves to accept lowest bid from Sierra Display to purchase and install street pole banners at various locations throughout Discovery Bay and authorize staff to issue a Purchase Order to Sierra Display in the amount of and not to exceed \$5,000.00

Second by: Director Simon

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

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details of the September Monthly Operations Report. There was discussion between the Project Manager, the General Manager, and the Board

H. MANAGER'S REPORTS

None

I. GENERAL MANAGER'S REPORT

1. Discussion and possible action regarding photos of Board Members on the Town's Website

General Manager Howard – Provided the details of item I-1

There was discussion between the Board and the General Manager

General Manager Howard – Stated that the item will come back before the Board at a later date.

2. Discussion on status of Negotiations and acquisition of the Discovery Bay Athletic Club parcel for a possible future Town of Discovery Bay Community Center

General Manager Howard – Provided the details of item I-2

There was discussion between the Board and the General Manager. There was one (1) Public Comment Speaker. The discussion continued between the Board and the General Manager.

General Manager Howard – Stated that the item will come back before the Board at a later date.

J. DISTRICT LEGAL COUNSEL REPORT

None

K. COMMITTEE UPDATES

None

L. CORRESPONDENCE-Discussion and Possible Action

1. R - Contra Costa County Aviation Advisory Committee meeting minutes dated July 12, 2012

2. R - Contra Costa Special Districts Association meeting minutes dated July 16, 2012

3. R - East Contra Costa Fire Protection District meeting minutes dated September 10, 2012

4. S - Letter to Contra Costa County Department of Conservation and Development re LP12-2106 dated October 9, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

1. Faded Street Signs

2. Reinstall Service Signs

O. ADJOURNMENT

The meeting adjourned at 8:04 p.m. to the next Regular meeting of November 7, 2012 starting at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 10.23.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Tuesday, October 30, 2012
1800 Willow Lake Road, Discovery Bay, California
SPECIAL MEETING 6:00 P.M.
Website address: www.todb.ca.gov**

SPECIAL MEETING AT 6:00 P.M.

A. ROLL CALL

Call business meeting to order – 6:10 p.m. by President Steele
Roll Call – All Present with the exception of Director Simon and Director Tetreault

B. PUBLIC COMMENT

None

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

Legal Counsel Schroeder – The Board adjourned into Closed Session regarding action item D-1

D. CLOSED SESSION:

- 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS Government Code Section 54956.8**
Property: 10+/- acres – APN 008-200-014 and 008-200-011 (Discovery Bay Athletic Club site)
Agency Negotiator: General Manager, Rick Howard
Negotiating parties: (Pilati Farms and Randy Prince)
Under negotiation: Instruction to negotiator will concern price and terms of payment.

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

Legal Counsel Schroeder – The Board reconvened from Closed Session regarding action item D-1. All Board Members were present with the exception of Director Simon and Director Tetreault. Reportable action is as follows on item D-1 – By unanimous vote of Board Members present, Addendum II was unanimously approved and executed by the General Manager.

F. ADJOURNMENT

The meeting adjourned at 6:25 p.m. to the Regular Meeting on November 7, 2012 at 7:00 p.m. on 1800 Willow Lake Road

//cmc – 11.01.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

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 \$238,231.12

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 2012/2013
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2012/2013
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2012/2013

AGENDA ITEM: F-3

Request for authorization to pay invoices (RFA)
For the Meeting on November 7, 2012
Town of Discovery Bay CSD
For Fiscal Year's 7/12 - 6/13

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Administration				
Aldalali Tarik	3069 CASTLE ROCK LP	Credit on Closed Account, Refund to Customer	10/29/12	\$40.32
Big Dog Computer	BDC32910	ATT DSL Circuits and Sonic Wall Installation	10/12/12	\$1,456.19
Big Dog Computer	BDC32913	Install Sonic Wall, DSL, & VIOP racks	10/12/12	\$625.00
Big Dog Computer	BDC32913	Install Sonic Wall, DSL, & VIOP racks	10/12/12	\$81.19
Blue Mountain Air	286 CUMBERLAND WAY	Credit on Closed Account, Refund to Customer	10/31/12	\$2.15
Blue Mountain Air	5240 FERN RIDGE CR	Credit on Closed Account, Refund to Customer	10/31/12	\$13.98
Blue Mountain Air	5320 GOLD CREEK CIR	Credit on Closed Account, Refund to Customer	10/31/12	\$1.07
Boething Treeland Farms, Inc.	TV233740	Regatta (Z57)	10/09/12	\$268.10
Boething Treeland Farms, Inc.	TV233740	Bixler and POT (Z61)	10/09/12	\$364.59
Boething Treeland Farms, Inc.	TV233741	Regatta (Z57)	10/09/12	\$235.46
Boething Treeland Farms, Inc.	TV233741	Slifer (Z61)	10/09/12	\$106.72
Boething Treeland Farms, Inc.	TV233742	Items for BD Blvd, Regatta, Clipper Dr (Z57)	10/09/12	\$71.14
Brentwood Reprographics	2012-3418	Landscape Plans, Inventory (Z61)	10/11/12	\$80.54
Bruce Jett Associates, Inc.	15847	Landscape Architects (Z61)	07/19/12	\$2,871.57
California Special Districts Assoc.	5678	2013 Membership Dues	10/23/12	\$4,576.00
Chris Steele	Oct 2012	Oct 2012 Expense Report	10/26/12	\$500.00
Chris Steele	Oct 2012	Oct 2012 Expense Report	10/26/12	\$8.88
County Of Contra Costa, Dept of Info Tec	7775	Data Processing Charges Sept 2012	10/23/12	\$43.06
Dina Breitstein	Oct 2012	Oct 2012 Expense Report	10/12/12	\$24.86
Freedom Mailing Service, Inc	21470	Residential billing for Sept 2012	10/19/12	\$870.24
Hydropoint Data Systems, Inc.	1028990/HR106454	WeatherTrak Renewal-Regatta Park (Z57)	10/24/12	\$225.00
Jim Mattison	Oct 2012	Oct 2012 Expense Report	10/26/12	\$400.00
Kevin Graves	Oct 2012	Oct 2012 Expense Report	10/26/12	\$600.00
Kevin Graves	Oct 2012	Oct 2012 Expense Report	10/26/12	\$20.54
Lesley Marable	Oct 2012	Oct 2012 Expense Report	10/23/12	\$14.43
MailFinance	N3596225	Postage Machine Monthly Lease	10/03/12	\$69.53
Mark Simon	Oct 2012	Oct 2012 Expense Report	10/31/12	\$300.00
Mega Path	3789766	Shipping of Equipment	09/21/12	\$53.36
Mega Path	3837546/2472498	Mailing fee and late charge	10/18/12	\$1.80
Neopost (Postage Account)	7900044908384658/101	Postage Account Finance Charge	10/07/12	\$2.94
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$2,532.01
Odyssey Landscape Co, Inc.	36037888	Monthly Contract (Z35,Z57,Z61)	10/20/12	\$7,130.00
Office Depot	626002201001	Office Supplies	09/21/12	\$70.63
Office Depot	626867144001	Office Supplies	09/28/12	\$78.40
Office Depot	626867261001	Office Supplies	09/28/12	\$4.86
Office Depot	627234364001	Office Supplies	10/02/12	\$292.20
Office Depot	627679295001	Office Supplies	10/04/12	\$59.22
Office Depot	628685657001	Office Supplies	10/12/12	\$20.77
Office Depot	628685704001	Office Supplies	10/12/12	\$47.20
Patricia Cimlov-Zahares	12-034	Logo & Seal, Newsletter	10/16/12	\$1,800.00
Ray Tetreault	Oct 2012	Oct 2012 Expense Report	10/31/12	\$300.00
ReliaStar Life Insurance Company	JR52 457(B) 11/15/12	457(b) For 10/16/12-11/15/12	11/01/12	\$3,126.98
SDRMA	11986	Ancillary Benefits Nov 2012	10/24/12	\$217.56
Verizon Wireless	1123496383	Cell phone bill for Sept 2012	09/26/12	\$204.19

Administration Sub-Total \$29,812.68

Water

Aaron Goldsworthy	Oct Expense Report	Fuel Purchase, Oct Expense Report	10/30/2012	\$97.32
American Retrofit Systems	257	Replace fan motor and rebuild mounting	10/02/12	\$534.00
American Retrofit Systems	258	Bldg Lighting Newport Water Plant	10/02/12	\$120.00
American Retrofit Systems	260	Com problems at Newport Water Plant	10/18/12	\$100.00
American Retrofit Systems	261	Install 4 Cat5 outlets in Well 1B	10/23/12	\$140.00
Bartle Wells Associates	BWA513A-1004	Capacity Fee Study	10/11/12	\$600.00
Bay Area News Group	2005834/093012	Public Notice for the Capacity Fee	09/30/12	\$95.84
Ferguson Waterworks	725222	MOSAIC fireflies, Nicor Connector, Encoder (50)	10/03/12	\$6,062.00
Ferguson Waterworks	845809	Meter Boxes	10/02/12	\$794.56

Golden State Flow Measurement, Inc	I-035995	Water Repairs-100 Reg 1 SRII	10/11/12	\$8,378.55
Golden State Flow Measurement, Inc	I-035996	Spare Unit, Meter for Point of Timber Elem. School	10/11/12	\$1,181.41
J.W. Backhoe & Construction, Inc.	1752	Water Leak Discovery Bay Blvd	09/29/12	\$1,239.80
J.W. Backhoe & Construction, Inc.	1755	Leak on Beaver Ct	10/12/12	\$4,027.55
J.W. Backhoe & Construction, Inc.	1757	Leak on Discovery Bay Blvd	10/12/12	\$2,671.01
J.W. Backhoe & Construction, Inc.	1758	Leak on Discovery Bay Blvd	10/12/12	\$8,571.75
J.W. Backhoe & Construction, Inc.	1759	Leak on River Point	10/13/12	\$3,821.95
Luhdorff & Scalmanini	28183	Water Level Monitoring Program	09/30/12	\$490.00
Luhdorff & Scalmanini	28191	Well & Pump Station 7	09/30/12	\$600.00
Luhdorff & Scalmanini	28192	EDU and Willow Booster Pump	09/30/12	\$1,400.00
Neumiller & Beardslee	251454	SWWC Service Litigation	10/12/12	\$731.00
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$466.00
Pacific Gas & Electric	29437218075/1012	Electric & Gas Bill 09/12-10/12	10/16/12	\$37,977.78
Pump Repair Service Co.	34583	Willow Lake Pump Station - Replacement of 25 HP Peerle	10/02/12	\$10,851.95
ReliaStar Life Insurance Company	JR52 457(B) 11/15/12	457(b) For 10/16/12-11/15/12	11/01/12	\$386.80
SDRMA	11986	Ancillary Benefits Nov 2012	10/24/12	\$7.27
Univar	SJ513888	Chemicals Delivered 09/27/12	09/27/12	\$343.34
Univar	SJ515812	Chemical Delivery 10/03/12	10/03/12	\$210.00
Univar	SJ514474	Chemicals Delivered 09/26/12	09/26/12	\$333.28
Univar	SJ514716	Chemicals Delivered 10/02/12	10/02/12	\$350.11
Univar	SJ516318	Chemicals Delivered 10/10/12	10/10/12	\$245.77
Univar	SJ516319	Chemicals Delivered 10/10/12	10/10/12	\$228.52
Van De Pol Enterprises, Inc.	0281758-IN	Fuel for Generators	10/09/12	\$1,330.27
Verizon Wireless	1123496383	Cell phone bill for Sept 2012	09/26/12	\$402.79

Water Sub-Total \$94,790.62

Wastewater

Aero-Mod, Inc.	11846	Belt Press and Control Panel Retainage due	10/09/12	\$22,250.00
American Retrofit Systems	261	Install 4 Cat5 outlets in Well 1B	10/23/12	\$210.00
Bartle Wells Associates	BWA513A-1004	Capacity Fee Study	10/11/12	\$900.00
Bay Area News Group	2005834/093012	Public Notice for the Capacity Fee	09/30/12	\$143.76
Emedco	9319515981	Safety Sign	10/26/12	\$70.13
Herwit Engineering	12-09	Professional Services Sept 2012	10/02/12	\$4,469.58
Herwit Engineering	DB-MP-16-2	Conveyance Pump Station & SCADA Improvements	10/03/12	\$3,125.00
Herwit Engineering	DB-MP-36-2	Plant #1 Fiber Optic Line	10/02/12	\$1,535.00
Kirby's Pump & Mechanical, Inc.	2817	Lift Station F Pumps	10/12/12	\$1,520.00
Kirby's Pump & Mechanical, Inc.	2818	Repair RAS Pump	10/12/12	\$855.00
Kleinfelder, Inc.	777108	Solar Dryer #2 Testing & Inspection	09/28/12	\$1,246.60
Neumiller & Beardslee	251454	SWWC Service Litigation	10/12/12	\$1,096.50
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$784.50
Pacific Gas & Electric	73121157587/1012	Electric & Gas Bill 09/12-10/12	10/10/12	\$34,381.42
ReliaStar Life Insurance Company	JR52 457(B) 11/15/12	457(b) For 10/16/12-11/15/12	11/01/12	\$205.18
SDRMA	11986	Ancillary Benefits Nov 2012	10/24/12	\$10.91
Stantec Consulting Services Inc	629427	UV Bioassay Tests	10/05/12	\$16.64
Stantec Consulting Services Inc	631801	WWTP Master Plan	10/16/12	\$103.00
Van De Pol Enterprises, Inc.	0281758-IN	Fuel for Generators	10/09/12	\$1,330.26
Verizon Wireless	1123496383	Cell phone bill for Sept 2012	09/26/12	\$169.73
W.J. Kirk Welding	45096	Welding for new PLC Cabinets	10/11/12	\$508.78

Wastewater Sub-Total \$74,931.99

Community Center

County Clerk - CCC	NOTICE EXPT-101912	Environmental Notice of Exemption	10/19/12	\$50.00
Neumiller & Beardslee	251453	Community Center Purchase Service thru 09/30/12	10/12/12	\$4,800.00
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$122.00

Community Center Sub-Total \$4,972.00

Grand Total \$204,507.29

Request For Authorization To Pay Invoices (RFA)
For the Meeting on November 7, 2012
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/12 - 6/13

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Bay Area Barricade Service, Inc.	0286721-IN	First Aid Kits	10/03/12	\$41.22
Boething Treeland Farms, Inc.	TV233740	Clipper Dr	10/09/12	\$2,300.08
Boething Treeland Farms, Inc.	TV233740	Cornell & DB Blvd	10/09/12	\$281.23
Boething Treeland Farms, Inc.	TV233741	Clipper Dr	10/09/12	\$783.44
Boething Treeland Farms, Inc.	TV233741	DB Blvd	10/09/12	\$71.18
Boething Treeland Farms, Inc.	TV233742	Items for BD Blvd, Regatta, Clipper Dr	10/09/12	\$106.72
Boething Treeland Farms, Inc.	TV233742	Items for BD Blvd, Regatta, Clipper Dr	10/09/12	\$35.57
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$450.25
Odyssey Landscape Co, Inc.	36037561	Drain line Cornell Park	08/30/12	\$1,370.00
Odyssey Landscape Co, Inc.	36037562	Irrig Repairs Cornell Park	08/30/12	\$525.00
Odyssey Landscape Co, Inc.	36037563	Raise Valve Boxes Cornell Park	08/30/12	\$965.00
Office Depot	626002201001	Office Supplies	09/21/12	\$6.65
Pacific Gas & Electric	08692589941/1012	Electric & Gas Bill 09/12-10/12	10/08/12	\$615.18
Pacific Gas & Electric	59397344215	Electric & Gas Bill 09/12-10/12	10/15/12	\$6,264.48
Valley Crest Landscaping	1888797	Installation of Gazania	09/27/12	\$135.00
Valley Crest Landscaping	1890221	Pressure Washing of Hardscape & Play Structure	10/11/12	\$150.00
Valley Crest Landscaping	4090709	Reseeding of Turf Area	09/27/12	\$999.00
Valley Crest Landscaping	4090710	Reseeding of Turf Area	09/27/12	\$522.50
Valley Crest Landscaping	4090732	Misc Irrigation Repairs	09/27/12	\$664.00
Valley Crest Landscaping	4090733	Misc Irrigation Repairs	09/27/12	\$338.00
Valley Crest Landscaping	4090735	Irrigation Valve Replacement	09/27/12	\$325.00
Valley Crest Landscaping	4093890	Landscape Maintenance October	10/10/12	\$8,457.00
Verizon Wireless	1123496383	Cell Phone Bill for Sept 2012	09/26/12	\$81.76
Watersavers Irrigation Inc.	11226466	Clipper Dr	10/04/12	\$694.64
Watersavers Irrigation Inc.	11226466	Clipper Dr	10/04/12	\$14.17
Watersavers Irrigation Inc.	11228212	Clipper Dr	10/09/12	\$135.07
Watersavers Irrigation Inc.	11230023	Clipper Dr	10/15/12	\$244.41
Watersavers Irrigation Inc.	11230023	Clipper Dr	10/15/12	\$72.79
Watersavers Irrigation Inc.	11230973	15 Station Irrig Control	10/17/12	\$288.98
Watersavers Irrigation Inc.	11232993	Clipper Dr	10/23/12	\$273.63
			Total	\$27,211.95

Request For Authorization To Pay Invoices (RFA)
For the Meeting on November 7, 2012
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/12 - 6/13

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
American Retrofit Systems	256	Replacement Hub for Splash Pad	10/02/12	\$300.00
Neumiller & Beardslee	251452	Services Performed through 09/30/12	10/12/12	\$450.25
Odyssey Landscape Co, Inc.	36037888	Monthly Contract	10/20/12	2,725.00
Office Depot	628685704001	Office Supplies	10/12/12	32.65
Office Depot	626867144001	Office Supplies	09/28/12	\$4.86
Pacific Gas & Electric	04033779523/1012	Electric & Gas Bill 09/12-10/12	10/08/12	\$128.40
Verizon Wireless	1123496383	Cell Phone Bill for Sept 2012	09/26/12	\$81.76
Vortex Western Sales and Service	1288	Hub Command Center and Press Play Activator	09/25/12	\$2,478.13
Williams Sanitary Service	23911	Sanitary Service, Ravenswood	10/01/12	\$310.83
			Total	\$6,511.88



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

Prepared By: Dina Breitstein, Finance Manager

Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Accept District Financial Report

Recommended Action

Receive and File

Executive Summary

Per the Contra Costa County Reconciled General Ledger Reports;

Town of Discovery Bay, CSD Administration, Water & Wastewater

The account total fund balance before reserves for Administration, Water & Wastewater is \$11,026,084.00

Less Expenses for O&M, Capital Improvement Projects of \$1,968,478.54 & Reserves of \$3,617,767.00, the available fund balance is **\$5,439, 839**

DB Lighting & Landscaping Zone #8

The account total fund balance before reserves for Lighting and Landscaping for Zone #8 is \$1,448,507.94

Less the reserves of \$926,983.00, the available fund balance is **\$521,524.94**

DB Lighting & Landscaping Zone #9

The account total fund balance before reserves for Lighting and Landscaping for Zone #8 is \$211,840.05

Less the reserves of \$0.00, the available fund balance is **\$211,840.05**

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

Attachments

Administration, Water, Wastewater, L&L 8 & L&L9 Caselle Quarterly Budget Worksheet Revenue vs. O&M expenditure Reports.

AGENDA ITEM: F-4

Report Criteria:

Accounts to include: With balances
 Print Fund Titles
 Page and Total by Fund
 Print Source Titles
 Total by Source
 Print Department Titles
 Total by Department
 All Segments Tested for Total Breaks

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
Administration			
10-1120	Vehicles	25,850.54	.00
Administration Revenue			
10-31-5179	Misc	1,588.05	.00
10-31-6046	Permit Fee	1,050.00	.00
Total Administration Revenue:		2,638.05	.00
Administration Expenditures			
10-41-7000	Salary & Wages	102,473.02	.00
10-41-7018	Medicare-R (Employer)	1,510.68	.00
10-41-7020	SS-R (OASDI Employer)	6,814.86	.00
10-41-7023	CA (SUI)	378.94	.00
10-41-7030	Group Insurance	29,464.86	.00
10-41-7045	Workers Comp	1,253.92	.00
10-41-7060	457 B Plan	2,751.99	.00
10-41-7075	Reimbursement of Wages	30,906.55-	.00
10-41-7093	Medicare-R (Employer)	8.02	.00
10-41-7095	SS-R (OASDI Employer)	34.32	.00
10-41-7150	Temporary Employees	252.79	.00
10-41-7165	Board of Directors Compensatio	4,954.39	.00
10-41-7181	Travel & Meetings - BOD	2,176.15	.00
10-41-7182	Travel & Meetings	948.74	.00
10-41-7196	Training & Education - BOD	62.16	.00
10-41-7197	Training & Education	4,397.16	.00
10-41-7225	Memberships	5,013.83	.00
10-41-7271	Consulting Services	4,451.63	.00
10-41-7273	Professional Fees	1,248.25	.00
10-41-7276	Contract Mailing	2,765.76	.00
10-41-7286	Legal - General	17,605.01	.00
10-41-7301	Croce & company	8,570.25	.00
10-41-7317	Advertising	68.80	.00
10-41-7345	Public Communications and Noti	43.60	.00
10-41-7361	Telephone - general	1,108.83	.00
10-41-7363	Telephone - cellular	668.73	.00
10-41-7392	Vehicle & Equipment - Fuel	43.71	.00
10-41-7406	General Repairs	125.00	.00
10-41-7408	Special Equipment	3,907.00	.00
10-41-7409	Info System - Maintenance	14,286.67	.00
10-41-7410	Equipment Maintenance	7,533.01	.00
10-41-7411	Building Repairs	1,205.00	.00
10-41-7412	Computer Equipment & Supplies	64.29	.00
10-41-7413	Miscellaneous Small Tools	866.52	.00
10-41-7414	Equipment Repair	19.95	.00
10-41-7415	Computer Software	2,686.13	.00

Account Number	Account Title	2012-12	2012-13
		Current year Actual	Current year Budget
10-41-7424	Postage	549.17	.00
10-41-7425	Office Supplies	2,706.46	.00
10-41-7439	Equipment Rental/Leasing	180.53	.00
10-41-7440	Facility Maintenance - Landsca	7,950.98	.00
10-41-7451	Insurance - Liability	435.54	.00
10-41-7453	Insurance - Property	234.78	.00
10-41-7467	Special Expense	184.02	.00
10-41-7510	Freight	39.00	.00
10-41-7511	UPS/Courier	70.68	.00
10-41-7526	Miscellaneous Bank Charges	193.64	.00
10-41-7527	Miscellaneous Services & Suppl	489.24	.00
10-41-7528	Miscellaneous Reimbursable	484.04	.00
10-41-7529	Landscape Related Reimbursable	9,609.32-	.00
10-41-7532	Miscellaneous	6,325.20	.00
10-41-7533	Bad Debt	40.00	.00
10-41-7534	Special Expense	225.00	.00
10-41-7547	Data Processing/Payroll Wire T	100.00	.00
Total Administration Expenditures:		209,456.38	.00
Administration Revenue Total:		2,638.05	.00
Administration Expenditure Total:		209,456.38	.00
Net Total Administration:		206,818.33-	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
Water			
20-1115	2011/2012 Capital Carry Over	21,187.50	.00
20-1160	CIP - Water	2,635.00	.00
Water Revenue			
20-31-5105	Property Taxes	1,623,341.88	.00
20-31-5117	Other Tax	205,403.52	.00
20-31-6000	Water Charges	485,219.22	.00
20-31-6045	Capacity Fee	6,237.00	.00
20-31-6047	Inspection Fee	3,360.00	.00
Total Water Revenue:		2,323,561.62	.00
Water Expenditures			
20-41-7000	Salary & Wages	38,554.35	.00
20-41-7018	Medicare-R (Employer)	578.75	.00
20-41-7020	SS-R (OASDI Employer)	2,474.63	.00
20-41-7030	Group Insurance	492.75	.00
20-41-7060	457 B Plan	499.29	.00
20-41-7197	Training & Education	2,205.00	.00
20-41-7225	Memberships	937.00	.00
20-41-7270	Outside Services	72.13	.00
20-41-7271	Consulting Services	55,857.33	.00
20-41-7272	Waste Water Service Contract	93,261.00	.00
20-41-7274	Contract Services	530.50	.00
20-41-7275	Preventative & Corrective	2,435.08	.00
20-41-7286	Legal - General	25.80	.00
20-41-7301	Croce & Company	6,928.00	.00
20-41-7345	Public Communications and Noti	42.08	.00
20-41-7361	Telephone - general	374.96	.00
20-41-7363	Telephone - cellular	775.58	.00
20-41-7392	Vehicle & Equipment - Fuel	2,071.82	.00
20-41-7393	Automotive Supplies & Repairs	4,836.93	.00
20-41-7405	General Repairs - Pumps	10,482.46	.00
20-41-7406	General Repairs	56,928.26	.00
20-41-7407	NTR/SIP Testing - RWQCB	21,581.47	.00
20-41-7408	Special Equipment	3,553.41	.00
20-41-7409	Info System - Maintenance	424.00	.00
20-41-7410	Equipment Maintenance	43.30	.00
20-41-7411	Building Repairs	689.70	.00
20-41-7412	Computer Equipment & Supplies	97.75	.00
20-41-7413	Miscellaneous Small Tools	137.34	.00
20-41-7421	Cleaning Supplies (household i	11.44	.00
20-41-7423	Office Furniture	39.16	.00
20-41-7424	Postage	5.75	.00
20-41-7425	Office Supplies	130.30	.00
20-41-7439	Equipment Rental/Leasing	69.53	.00
20-41-7451	Insurance - Liability	10,888.54	.00
20-41-7453	Insurance - Property	5,869.72	.00
20-41-7466	Permits & Fees	2,899.20	.00
20-41-7481	Utilities/Electrical Cost	99,468.49	.00
20-41-7495	Chemicals	6,487.55	.00
20-41-7511	UPS/Courier	37.50	.00
20-41-7527	Miscellaneous Services & Suppl	269.24	.00
20-41-7528	Miscellaneous Reimbursable	19,579.18	.00
20-41-7532	Miscellaneous	6,488.89	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
20-41-7549	Public Works - Permits	654.90	.00
20-41-7550	Property Taxes	6.40	.00
Total Water Expenditures:		459,796.46	.00
Water Revenue Total:		2,323,561.62	.00
Water Expenditure Total:		459,796.46	.00
Net Total Water:		1,863,765.16	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
Wastewater			
21-1100	Equipment	21,878.26	.00
21-1115	2011/2012 Capital Carry Over	58,121.55	.00
21-1150	CIP-Buildings & Improv	447.50	.00
21-1155	CIP - Wastewater	251,360.15	.00
21-1170	Structures & Improv-Sewer	283,187.07	.00
Wastewater Revenue			
21-31-5105	Property Taxes	3,647,228.60	.00
21-31-6000	Water Charges	2,803.28	.00
21-31-6015	Sewer Charges	45,813.11	.00
21-31-6045	Capacity Fee	58,569.00	.00
21-31-6047	Inspection Fee	3,360.00	.00
Total Wastewater Revenue:		3,752,167.43	.00
Wastewater Expenditures			
21-41-7000	Salary & Wages	19,674.45	.00
21-41-7018	Medicare-R (Employer)	275.54	.00
21-41-7020	SS-R (OASDI Employer)	822.86	.00
21-41-7030	Group Insurance	60.18	.00
21-41-7060	457 B Plan	92.68	.00
21-41-7182	Travel & Meetings	334.11	.00
21-41-7225	Memberships	10,430.00	.00
21-41-7270	Outside Services	108.19	.00
21-41-7271	Consulting Services	7,075.25	.00
21-41-7272	Waste Water Service Contract	145,073.35	.00
21-41-7273	Professional Fees	1,442.00	.00
21-41-7274	Contract Services	26,425.00	.00
21-41-7275	Preventative & Corrective	28,397.16	.00
21-41-7286	Legal - General	226.20	.00
21-41-7288	Legal - Litigation	860.00	.00
21-41-7301		10,392.00	.00
21-41-7345	Public Communications and Noti	63.12	.00
21-41-7361	Telephone - general	1,597.49	.00
21-41-7363	Telephone - cellular	874.43	.00
21-41-7376	Road/Construction Materials (\$	748.88	.00
21-41-7391	Diesel Fuel	457.34	.00
21-41-7392	Vehicle & Equipment - Fuel	898.45	.00
21-41-7393	Automotive Supplies & Repairs	2,320.76	.00
21-41-7405	General Repairs - Pumps	21.65	.00
21-41-7406	General Repairs	7,692.25	.00
21-41-7407	NTR/SIP Testing - RWQCB	5,042.05	.00
21-41-7408	Special Equipment	40.00	.00
21-41-7409	Info System - Maintenance	750.00	.00
21-41-7410	Equipment Maintenance	289.94	.00
21-41-7411	Building Repairs	5,882.67	.00
21-41-7413	Miscellaneous Small Tools	110.95	.00
21-41-7421	Cleaning Supplies (household i	17.17	.00
21-41-7425	Office Supplies	211.38	.00
21-41-7440	Facility Maintenance - Landsca	10.71	.00
21-41-7451	Insurance - Liability	30,487.95	.00
21-41-7453	Insurance - Property	16,435.22	.00
21-41-7466	Permits & Fees	5,123.80	.00
21-41-7481	Utilities/Electrical Cost	74,942.14	.00
21-41-7482	Utilities/Water Cost	6.92	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
21-41-7495	Chemicals	1,659.08	.00
21-41-7527	Miscellaneous Services & Suppl	284.50	.00
21-41-7532	Miscellaneous	30.00	.00
21-41-7550	Property Taxes	9.59	.00
Total Wastewater Expenditures:		407,697.41	.00
Wastewater Revenue Total:		3,752,167.43	.00
Wastewater Expenditure Total:		407,697.41	.00
Net Total Wastewater:		3,344,470.02	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
Community Center			
Community Center Revenue			
60-31-5179	Misc	109.07-	.00
60-31-5243	Other	860.00	.00
Total Community Center Revenue:		750.93	.00
Community Center Exp			
60-41-7286	Legal - General	7,648.00	.00
Total Community Center Exp:		7,648.00	.00
Community Center Revenue Total:		750.93	.00
Community Center Expenditure Total:		7,648.00	.00
Net Total Community Center:		6,897.07-	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
L&L 8			
40-1100	Equipment	35,222.17	.00
40-1120	Vehicles	7,282.13	.00
40-1155	CIP - Parks	26,282.01	.00
40-1160	CIP - Streetscape	46,117.16	.00
L&L 8 Expenditure			
40-41-7000	Salary & Wages	45,777.89	.00
40-41-7018	Medicare-R (Employer)	576.60	.00
40-41-7020	SS-R (OASDI Employer)	2,465.31	.00
40-41-7023	CA (SUI)	347.65	.00
40-41-7045	Workers Comp	2,286.68	.00
40-41-7182	Travel & Meetings	598.51	.00
40-41-7210	Dues & Subscriptions	25.00	.00
40-41-7225	Memberships	177.00	.00
40-41-7272	Waste Water Service Contract	41,553.32-	.00
40-41-7273	Professional Fees	378.38	.00
40-41-7301		1,299.00	.00
40-41-7361	Telephone - general	153.31	.00
40-41-7363	Telephone - cellular	583.74	.00
40-41-7392	Vehicle & Equipment - Fuel	1,633.68	.00
40-41-7393	Automotive Supplies & Repairs	48.85	.00
40-41-7406	General Repairs	1,045.00	.00
40-41-7410	Equipment Maintenance	596.38	.00
40-41-7411	Building Repairs	385.00	.00
40-41-7413	Miscellaneous Small Tools	3,883.67	.00
40-41-7421	Cleaning Supplies (household i	867.09	.00
40-41-7422	Minor Equipment (furniture <\$1	233.00	.00
40-41-7424	Postage	24.08	.00
40-41-7425	Office Supplies	244.03	.00
40-41-7439	Equipment Rental/Leasing	462.02	.00
40-41-7440	Facility Maintenance - Landsca	30,977.24	.00
40-41-7441	Building Maintenance	162.30-	.00
40-41-7451	Insurance - Liability	1,608.79	.00
40-41-7466	Permits & Fees	1.00	.00
40-41-7481	Utilities/Electrical Cost	13,680.72	.00
40-41-7483	Utilities/Waste	26,269.10	.00
40-41-7527	Miscellaneous Services & Suppl	1,399.50	.00
40-41-7529	Landscape Related Reimbursable	2,303.75-	.00
40-41-7534	Special Expense	549.59	.00
Total L&L 8 Expenditure:		94,558.44	.00
L&L 8 Revenue Total:		.00	.00
L&L 8 Expenditure Total:		94,558.44	.00
Net Total L&L 8:		94,558.44-	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
L&L 9			
41-1120	Vehicles	2,000.00	.00
L&L 9 Expenditure			
41-41-7000	Salary & Wages	455.10	.00
41-41-7018	Medicare-R (Employer)	2.27	.00
41-41-7020	SS-R (OASDI Employer)	22.10	.00
41-41-7045	Workers Comp	2,286.68	.00
41-41-7098	CA (SUI)	2.89	.00
41-41-7272	Waste Water Service Contract	62,329.97-	.00
41-41-7273	Professional Fees	1,231.87	.00
41-41-7301		3,031.00	.00
41-41-7345	Public Communications and Noti	54.80	.00
41-41-7361	Telephone - general	174.20	.00
41-41-7363	Telephone - cellular	389.36	.00
41-41-7410	Equipment Maintenance	157.41	.00
41-41-7421	Cleaning Supplies (household i	9.73	.00
41-41-7423	Office Furniture	39.16	.00
41-41-7425	Office Supplies	148.56	.00
41-41-7440	Facility Maintenance - Landsca	6,985.40	.00
41-41-7451	Insurance - Liability	1,072.53	.00
41-41-7481	Utilities/Electrical Cost	339.80	.00
41-41-7483	Utilities/Waste	6,020.49	.00
Total L&L 9 Expenditure:		39,906.62-	.00
L&L 9 Revenue Total:		.00	.00
L&L 9 Expenditure Total:		39,906.62-	.00
Net Total L&L 9:		39,906.62	.00

Account Number	Account Title	2012-12 Current year Actual	2012-13 Current year Budget
Financing Authority			
Financing Authority Revenue			
50-31-1124	Bond Proceeds	14,116,404.88	.00
Total Financing Authority Revenue:		14,116,404.88	.00
Financing Authority Revenue Total:		14,116,404.88	.00
Financing Authority Expenditure Total:		.00	.00
Net Total Financing Authority:		14,116,404.88	.00

Summary of Disbursements
Q1 FY 2012-2013
Town of Discovery Bay, Financing Authority
For Fiscal Year's 7/12 - 6/13

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
American Retrofit Systems	248	Set up Generator at WWTP2	9/5/2012	\$400.00
Conco West Inc.	384	Dewatering & Solar Dyrer Progress billing #5	8/31/2012	\$160,475.56
Herwit Engineering	8-Dec	Master Plan-Solids Improvements	9/11/2012	\$7,491.30
Herwit Engineering	DB-MP-123-1	Master Plan-Pump Station W Improvement	9/11/2012	\$14,695.00
Herwit Engineering	DB-MP-13,14-1	Master Plan-Solids Improvements	9/11/2012	\$5,460.00
Herwit Engineering	DB-MP-4-1	Master Plan-Secondary Process Improvements	9/11/2012	\$11,830.00
Neumiller & Beardslee	250174	Financing Authority Formation Documents	8/15/2012	\$1,275.10
			Total	\$201,626.96



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

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

Agenda Title

Adopt and Approve Resolution No. 2012-27 for the Conflict of Interest Code Amendment for 2012

Recommended Action

Adopt and Approve Resolution No. 2012-27 for the Conflict of Interest Code Amendment for 2012

Executive Summary

On a Biennial basis, the Board of Directors of the Town of Discovery Bay CSD is required to review the Conflict of Interest Code (Code) to determine if it is necessary to amend.

On August 15, 2012, the Board adopted Resolution No. 2012-21 amending that Code. It was later learned that the attachment to the Code contained a transposed Government Code number. The correct number is Government Code §87302, however, it was written as GC§87203.

After a review of the existing Code, the District's General Manager and Legal Counsel recommend correcting the reference to Government Code §87302 that was incorrectly transposed and read 87203. Those changes have been corrected and are included and referenced in the proposed Code, as attached.

Fiscal Impact:

Amount Requested: N/A

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

Prog/Fund # . Category:

Previous Relevant Board Actions for This Item

August 15, 2012

Attachments

August 15, 2012 Staff Report with attachments
Resolution No. 2012-27
Corrected Conflict of Interest Code with attachments

AGENDA ITEM: F-5



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

August 15, 2012

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

Agenda Title

Adopt and Approve Resolution No. 2012-21 for the Conflict of Interest Code Amendment for 2012

Recommended Action

Approve Amendment to the Conflict of Interest Code for the Town of Discovery Bay CSD and Adopt Resolution No. 2012-21

Executive Summary

On a Biennial basis, the Board of Directors of the Town of Discovery Bay CSD is required to review the Conflict of Interest Code (Code) to determine if it is necessary to amend. After a review of the existing Code, the District's General Manager and Legal Counsel recommend a number of amendments to update the Code. Those changes are included and referenced in the proposed Code, as attached.

The Fair Political Practices Commission (FPPC) has adopted the California Code of Regulations, Title 2, §18730, which outlines the terms of a standard Conflict of Interest Code that can be adopted by reference. The District's Code includes this reference. Each year, the Board as well as certain members of the staff are required by the FPPC to file a Form 700. Government Code §87203 is the legislative section that Form 700 is derived. Consequently, it is recommended that the District's Code include this reference (Government Code §87203) in order that the Code is consistent with Form 700. This action ties the two (2) conflict of interest requirements together.

The District's existing Code is silent on the subject of "Gifts". The recommended Code includes reference to Government Code §87203 which is also consistent with requirements as outlined in Form 700.

Additionally, it is also necessary to amend the Conflict of Interest Code in order to add a position and/or to reflect current positions within the District. There are two (2) proposed changes to the position listing:

Parks and Landscape Manager (formerly Landscape Manager); and
Finance Manager (newly added position)

Notice of the Public Hearing was posted in the Contra Costa Times on Saturday August 11, 2012.

Fiscal Impact:

Amount Requested N/A

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

Prog/Fund # . Category:

Previous Relevant Board Actions for This Item

Attachments

Resolution No. 2012-21

Proposed/Recommended Conflict of Interest Code with attachments

AGENDA ITEM: F-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2012-21

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT
AMENDING THE CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act of 1974, Government Code section 81000 et seq., requires state and local government agencies to adopt and amend a Conflict of Interest Code as necessary; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation found at California Code of Regulations, Title 2, Section 18730, which contains the terms of a standard Conflict of Interest Code which may be adopted by reference; and

WHEREAS, it is necessary to amend the Conflict of Interest Code to reflect the changes incorporated therein; and

WHEREAS, a public hearing was held to consider the amendments pursuant to Government Code Section 87311.

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

1. The above recitals are true and correct, and are incorporated as part of this Resolution.
2. Amends its Conflict of Interest Code as Set forth and incorporated herein by reference.

PASSED, APPROVED AND ADOPTED THIS 15TH DAY OF AUGUST, 2012.

V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on August 15, 2012, by the following vote of the Board:

AYES: 5
NOES: 0
ABSENT: 0
ABSTAIN: 0

Richard J. Howard
Board Secretary

**CONFLICT OF INTEREST CODE FOR THE
TOWN OF DISCOVERY BAY COMMUNITY SERVICE DISTRICT**

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosed categories are set forth, constitute the conflict of interest code of the Town of Discovery Bay Community Service District.

Designated members and employees shall file statements of economic interests with the Town of Discovery Bay Community Service District. The statements will be available for public inspection and reproduction. (Gov. Code Section 81008).

APPENDIX

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	All
General Manager	All
Water and Wastewater Manager	All
Parks & Landscape Manager	All
Finance Manager	All
Attorney	All
Consultants*	All

* Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The President of the Board may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and this is not required to fully comply with the disclosure requirements described in this section. Such a written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

DISCLOSURE CATEGORIES

1. All investments and business positions in business entities, and all sources of income and interests in real property that are required to be disclosed in the annual statement required in Government Code Section 87203. This category is known as full disclosure.

2. Investments in or income from persons or businesses engaged in the business of providing service or supplies, including, but not limited to, equipment, machinery, or office supplies, to the Town of Discovery Bay Community Services District, or could foreseeably provide services or supplies to the Town of Discovery Bay Community Services District

3. Interests in real property located in whole or in part within the boundaries of the Discovery Bay Community Services District, or within a two-mile radius of the Town of Discovery Bay Community Services District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property if the fair market value of the interest is greater than \$2,000.00 that are required to be disclosed in the annual statement required in Government Code Section 87203.

4. Business positions, including, but not limited to, status as a director, officer, sole owner, partner, trustee, employee, or holder of a position of management in any business entity which, in the prior two years had contracted with, or in the future may contract with, the Town of Discovery Bay Community Services District to provide services or supplies to the Town of Discovery Bay Community Services District.

5. Gifts received from any single source or person with a single gift value more than \$50 as well as gifts with a cumulative total of \$420 or more received in a 12 month period, as well as gifts required to be disclosed in the annual statement required in Government Code Section 87203.



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2012-27

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT
AMENDING THE CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act of 1974, Government Code section 81000 et seq., requires state and local government agencies to adopt and amend a Conflict of Interest Code as necessary; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation found at California Code of Regulations, Title 2, Section 18730, which contains the terms of a standard Conflict of Interest Code which may be adopted by reference; and

WHEREAS, it is necessary to amend the Conflict of Interest Code to reflect the changes incorporated therein; and

WHEREAS, a public hearing was held on August 15, 2012 to consider amendments pursuant to Government Code Section 87311; and

WHEREAS, the Board of Directors adopted Resolution 2012-21 and approved the amendments to the Town of Discovery Bay Conflict of Interest Code on August 15, 2012, and

WHEREAS, in the attachment to Resolution No. 2012-21 Government Code §87302 was incorrectly referenced as Government Code §87203.

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

1. The above recitals are true and correct, and are incorporated as part of this Resolution.
2. Amends its Conflict of Interest Code as Set forth and incorporated herein by reference.

PASSED, APPROVED AND ADOPTED THIS 7TH DAY OF NOVEMBER, 2012.

V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on November 7, 2012, by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Richard J. Howard
Board Secretary

**CONFLICT OF INTEREST CODE FOR THE
TOWN OF DISCOVERY BAY COMMUNITY SERVICE DISTRICT**

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosed categories are set forth, constitute the conflict of interest code of the Town of Discovery Bay Community Service District.

Designated members and employees shall file statements of economic interests with the Town of Discovery Bay Community Service District. The statements will be available for public inspection and reproduction. (Gov. Code Section 81008).

APPENDIX

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	All
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Attorney	All
Consultants*	All

* Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The President of the Board may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and this is not required to fully comply with the disclosure requirements described in this section. Such a written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

DISCLOSURE CATEGORIES

1. All investments and business positions in business entities, and all sources of income and interests in real property that are required to be disclosed in the annual statement required in Government Code Section ~~87203~~ **87302**. This category is known as full disclosure.

2. Investments in or income from persons or businesses engaged in the business of providing service or supplies, including, but not limited to, equipment, machinery, or office supplies, to the Town of Discovery Bay Community Services District, or could foreseeably provide services or supplies to the Town of Discovery Bay Community Services District

3. Interests in real property located in whole or in part within the boundaries of the Discovery Bay Community Services District, or within a two-mile radius of the Town of Discovery Bay Community Services District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property if the fair market value of the interest is greater than \$2,000.00 that are required to be disclosed in the annual statement required in Government Code Section ~~87203~~ **87302**.

4. Business positions, including, but not limited to, status as a director, officer, sole owner, partner, trustee, employee, or holder of a position of management in any business entity which, in the prior two years had contracted with, or in the future may contract with, the Town of Discovery Bay Community Services District to provide services or supplies to the Town of Discovery Bay Community Services District.

5. Gifts received from any single source or person with a single gift value more than \$50 as well as gifts with a cumulative total of \$420 or more received in a 12 month period, as well as gifts required to be disclosed in the annual statement required in Government Code Section ~~87203~~ **87302**.



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

Prepared By: Fairin Perez, Parks & Landscape Manager
Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Approval of Notice of Exemption (CEQA) for Cornell Park Lighting Replacement Project

Recommended Action

Approve and authorize Staff to execute and record the Notice of Exemption (CEQA) for the Cornell Park Lighting Replacement Project

Executive Summary

As required by the California Environmental Quality Act (CEQA), any project performed by a governmental agency must be reviewed for compliance with the laws and regulations of the Act. The agency must first determine if the project requires and environmental review or if it is exempt from CEQA. If the agency finds the project exempt, they must approve and file a Notice of Exemption with the County Recorder.

Upon review of the Cornell Park Lighting Replacement Project, Staff found that the work to be exempt for Categorical reasons. A copy of the draft form of the Notice to Exemption is attached for review and approval.

Staff is requesting an approval of the attached Notice of Exemption and authorization to execute said document and forward to the County Recorder, along with a \$50.00 filing fee, for recordation.

Fiscal Impact:

Amount Requested \$50.00
Sufficient Budgeted Funds Available?: Yes
Proj/Fund # Zone # 8 Category: Capital - 4834

Previous Relevant Board Actions for This Item

Approval and Adoption of the 2012-2013 Operating and Capital Improvement Budget for the Discovery Bay Lighting and Landscaping District 8 – June 20, 2012

Attachments

Draft Notice of Exemption – Cornell Park Lighting Replacement Project

AGENDA ITEM: F-6

NOTICE OF EXEMPTION

To: County Clerk
County of Contra Costa
555 Escobar Street
P.O. Box 350
Martinez, CA 94553

From: Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Project Title: Cornell Park, Lighting Replacement

Project Location – Specific: Cornell Park, (Willow Lake Road & Discovery Bay Blvd. – SE Section)

Project Location – City: Town of Discovery Bay **Project Location – County:** Contra Costa

Description of Nature, Purpose, and Beneficiaries of Project: Removal of fifteen (15) aged and hazardous pathway lighting equipment (including pole, fixture and footing). Replace each with new solar, night sky certified light, pole and footing; including minor concrete modifications. **Purpose:** To add security value and safety to Cornell Park for the residents of Discovery Bay.

Name of Public Agency Approving Project: Town of Discovery Bay Community Services District

Name of Person or Agency Carrying Out Project: Town of Discovery Bay Community Services District

Exempt Status: *(check one)*

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. Sec. 15302 – Replacement or Reconstruction
- Statutory Exemptions. State code number:

Reasons why project is exempt: 15302 – Project consists of replacement of existing pathway lighting, where the new fixtures will be located on the same site and will have the same purpose and capacity as the fixtures replaced.

Lead Agency

Contact Person: Fairin Perez

Area Code/Telephone/Extension: (925) 634.1733

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____

Date: _____

Title: General Manager

- Signed by Lead Agency
- Signed by Applicant

Date received for filing at OPR:



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

Prepared By: Fairin Perez, Parks & Landscape Manager
Submitted By: Rick Howard, General Manager

RH

Agenda Title

Approval of Notice of Exemption (CEQA) for Cornell Park Pickle Ball Courts Installation Project

Recommended Action

Approve and authorize Staff to execute and record the Notice of Exemption (CEQA) for the Cornell Park Pickle Ball Courts Installation Project

Executive Summary

As required by the California Environmental Quality Act (CEQA), any project performed by a governmental agency must be reviewed for compliance with the laws and regulations of the Act. The agency must first determine if the project requires and environmental review or if it is exempt from CEQA. If the agency finds the project exempt, they must approve and file a Notice of Exemption with the County Recorder.

Upon review of the Cornell Park Pickle Ball Courts Installation Project, Staff found that the work to be exempt for Categorical reasons. A copy of the draft form of the Notice to Exemption is attached for review and approval.

Staff is requesting an approval of the attached Notice of Exemption and authorization to execute said document and forward to the County Recorder, along with a \$50.00 filing fee, for recordation.

Fiscal Impact:

Amount Requested \$50.00

Sufficient Budgeted Funds Available?: Yes

Proj/Fund # Zone # 8 Category: Capital - 4834

Previous Relevant Board Actions for This Item

Approval and Adoption of the 2012-2013 Operating and Capital Improvement Budget for the Discovery Bay Lighting and Landscaping District 8 – June 20, 2012

Attachments

Draft Notice of Exemption – Cornell Park Pickle Ball Courts Installation Project

AGENDA ITEM: F-7

NOTICE OF EXEMPTION

To: County Clerk
County of Contra Costa
555 Escobar Street
P.O. Box 350
Martinez, CA 94553

From: Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Project Title: Cornell Park Pickle Ball Court(s) Installation

Project Location – Specific: Cornell Park (Willow Lake Road & Discovery Bay Blvd. – W of Tennis Courts)

Project Location – City: Town of Discovery Bay **Project Location – County:** Contra Costa

Description of Nature, Purpose, and Beneficiaries of Project: Installation of two pickle ball courts, minor irrigation and landscaping modifications. **Purpose:** To add recreational value to Cornell Park for the residents of Discovery Bay.

Name of Public Agency Approving Project: Town of Discovery Bay Community Services District

Name of Person or Agency Carrying Out Project: Town of Discovery Bay Community Services District

Exempt Status: *(check one)*

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. Sec. 15303 – New Construction or Conversion of Small Structures
Sec. 15304 – Minor Alterations to Land
- Statutory Exemptions. State code number:

Reasons why project is exempt: 15303 – Project consists of the construction and location of limited numbers of new, small facilities or structures. 15304 – Project consists of minor public alterations in the condition of land which does not involve removal of healthy, mature, scenic trees.

Lead Agency

Contact Person: Fairin Perez **Area Code/Telephone/Extension:** (925) 634.1733

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____
 Signed by Lead Agency
 Signed by Applicant

Date: _____ Title: General Manager
Date received for filing at OPR:



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

Prepared By: Fairin Perez, Parks & Landscape Manager
Submitted By: Rick Howard, General Manager

RH

Agenda Title

Authorize purchase and replacement of Cornell Park Entry Sign

Recommended Action

Accept proposal and authorize purchase from Quick Crete Products Corp. for the concrete entry sign to Cornell Park

Executive Summary

On Friday, October 12, 2012 Staff was notified by the Contra Costa County Sheriff's Department about a series of vandalisms that occurred the previous night. Cornell Park's entry sign was damaged as a result of these vandalisms (Photo #1).

Staff has researched the cost of replacing this sign with one (1) of the concrete monument signs that mark all other parks in Discovery Bay (Photo #2). These types of signs are more vandal resistant and have a longer life expectancy than the wooden sign that originally was installed at Cornell.

Quick Crete Products is the manufacturer of the specified monument sign that matches the other Discovery Bay parks. They have provided a quote in the amount of \$4,480.47, which included the monument, new town logo, delivery and offload/placement. The concrete pad and preparation is not included, but is not expected to exceed \$1,200.00.

Staff recommends accepting the proposal from Quick Crete Products in the amount of \$4,480.47 and authorizing Staff to contract for installation, with a total combined project cost not to exceed \$5,700.00. Total project cost would be pulled from Zone 8 reserve account and shown on a future budget amendment.

Fiscal Impact:

Amount Requested \$5,700.00

Sufficient Budgeted Funds Available?: Yes

Prog/Fund # Zone 8 / 2282 **Category:** Reserve to Operating Expenses

Previous Relevant Board Actions for This Item

None.

Attachments

Photos 1 & 2

Quick Crete Products Corp. Quote No. 0110194

AGENDA ITEM: F-8



TOWN OF DISCOVERY BAY
REC 14-13

W. J. J. J.

COPY

Agenda Item F-8



QUICK CRETE PRODUCTS CORP.
P.O. BOX 639
731 PARKRIDGE AVE.
NORCO, CA 92860-0639
(951) 737-6240
Fax(951) 737-7032
www.quickcrete.com

Price Quotation

Quote No. 0110194
Quote Date 10/23/2012

SOLD TO: 01-TWNDIS
TOWN OF DISCOVERY BAY CSD
1800 WILLOW LAKE RD.
DISCOVERY BAY, CA 94505

SHIP TO: 0003
CORNELL PARK
ADDRESS: _____
X ST: _____
DISCOVERY BAY, CA _____

Confirm To: SUE HEINL
Phone: (925) 634-1131 Ext:
Email Address: sheinl@todb.ca.gov

Fax: (925) 634-5428

Ship To Contact: SUE HEINL
Phone: (925) 634-1733 Ext: DIREC
Email Address: sheinl@todb.ca.gov
Fax: (925) 634-5428

Customer P.O.	Terms of Quotation	Salesperson
	NET 30 / NON-CANCELLABLE P.O.	TODD PROVINES - SOUTH BAY

Item / Item Description	Qty	UM	Unit Price	Amount
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*** TO MATCH EXISTING PARK SIGNS (REGATTA PARK - WO# 77314). ***

Q6S 51"HT X 120"L X 8" THK PRECAST CONCRETE ONE SIDED, STRAIGHT, FRENCH CURVE SIGN . (MODIFIED) C3-LATTE, T7-ACID ETCH, STANDARD GLOSS SEALER. WITH PAINTED INSET LETTERING AND (1) 18-1/4"DIA X 3/8"DP KNOCKOUT IN UPPER RIGHT CORNER TO ACCOMODATE LOGO (THE NEW CITY LOGO IS ROUND).	1.00	EACH	3,799.00	3,799.00
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TO READ:
1ST LINE: CORNELL PARK (7"HT X 1/2"DP)
(ALL UPPER CASE -- ALIGNED LEFT)

FONT: TIMES ROMAN BOLD COND.
PAINT: QCP STD. -- ADOBE TAUPE

*** APPROX. WT 3,032 LBS. ***
*** LOGO TO BE SUPPLIED AND INSTALLED BY OTHERS. ***
*** ALL STRUCTURAL ENGINEERING, CALCULATIONS, PERMITS, FOOTINGS AND INSTALLATION
REQUIRED BY OTHERS. ***

COILROD-3/4X23 3/4" X 23"L COIL ROD FOR ANCHORING	5.00	EACH	0.00	0.00
--	------	------	------	------

ZSIKAFLEX SIKAFLEX 1A TUBE-LIMESTONE	1.00	EACH	0.00	0.00
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PATCH KIT LARGE PATCH KIT, WITH INSTRUCTIONS. C3-LATTE, T7-ACID ETCH, STANDARD GLOSS SEALER.	1.00	EACH	0.00	0.00
--	------	------	------	------

**** PLEASE NOTE ****

MANUFACTURER'S ESTIMATE
QUICK CRETE IS NOT RESPONSIBLE FOR THE TAKE-OFF PROVIDED, DIMENSIONS,
QUANTITIES, APPROPRIATENESS OF THE PRODUCTS FOR CUSTOMER'S APPLICATION,
ETC....WHICH ARE THE RESPONSIBILITY OF THE CUSTOMER.

ALL STRUCTURAL ENGINEERING, CALCULATIONS, PERMITS, FOOTINGS, ASSEMBLY AND
INSTALLATION BY OTHERS. CUSTOMER IS RESPONSIBLE FOR OFFLOADING MONUMENT
SIGNS WEIGHING MORE THAN 7,500 LBS.



QUICK CRETE PRODUCTS CORP.
 P.O. BOX 639
 731 PARKRIDGE AVE.
 NORCO, CA 92860-0639
 (951) 737-6240
 Fax(951) 737-7032
 www.quickcrete.com

Price Quotation

Quote No. 0110194
 Quote Date 10/23/2012

SOLD TO: 01-TWNDIS
 TOWN OF DISCOVERY BAY CSD
 1800 WILLOW LAKE RD.
 DISCOVERY BAY, CA 94505

SHIP TO: 0003
 CORNELL PARK
 ADDRESS: _____
 X ST: _____
 DISCOVERY BAY, CA _____

Confirm To: SUE HEINL
 Phone: (925) 634-1131 Ext:
 Email Address: sheinl@toddb.ca.gov

Fax: (925) 634-5428

Ship To Contact: SUE HEINL
 Phone: (925) 634-1733 Ext: DIREC
 Email Address: sheinl@toddb.ca.gov
 Fax: (925) 634-5428

Customer P.O.	Terms of Quotation	Salesperson
	NET 30 / NON-CANCELLABLE P.O.	TODD PROVINES - SOUTH BAY

Item / Item Description	Qty	UM	Unit Price	Amount
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"NON-CANCELLABLE PURCHASE ORDER" MUST BE STATED ON ACTUAL PURCHASE ORDER.

DELIVERY REQUESTED ON: _____
 (PLEASE FILL IN THE REQUESTED DELIVERY DATE ABOVE)

When applicable, price includes delivery and offloading with Quick Crete's crane equipped truck. Placement, if not accessible with Quick Crete's crane truck, is required by others. Palletized products will be offloaded only. Customer will provide the necessary equipment for offloading shipments requiring the use of flatbed common carriers. Customer is responsible for supplying one person to assist the driver. All installation and assembly are required by others. Customer must provide any and all necessary permits. Deliveries are made "RAIN" or "SHINE". Customer shall be responsible for count, model numbers, and/or specifications on all written or verbal quotations by Quick Crete Products Corp. Quick Crete Products Corp. reserves the right to change price if quantity changes. Taxes, fees, and special handling charges associated with customs and international trade are the responsibility of others.

Quick Crete Products Corp. is a material supplier, not a contractor. If rescheduling delivery is necessary, customers must notify Quick Crete Products Corp. at least 72 hours prior to delivery to avoid penalty. Failure to do so may require the customer to pay a restocking fee of 10% of the total order.

This price quote expires on December 23, 2012

Plus Any Other Applicable Taxes. For Accounting inquiries or lien releases, please send your fax to (951) 734-8154. **Please issue all purchase orders to Quick Crete Products Corp.**

Net Amount:	3,799.00
Sales Tax:	313.42
Total Amount (USD):	4,112.42

The above Price Quotation is subject to the Terms and Conditions contained on the following page, and are part of this Agreement. Customer acknowledges that the Terms and Conditions have been read and approved. **Credit terms subject to change pending account verification.**





QUICK CRETE PRODUCTS CORP.
 P.O. BOX 639
 731 PARKRIDGE AVE.
 NORCO, CA 92860-0639
 (951) 737-6240
 Fax(951) 737-7032
 www.quickcrete.com

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Quote No. 0110194
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	NET 30 / NON-CANCELLABLE P.O.	TODD PROVINES - SOUTH BAY

Item / Item Description	Qty	UM	Unit Price	Amount
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TERMS & CONDITIONS

QUICK CRETE PRODUCTS PURCHASED NEW ARE GUARANTEED FREE FROM DEFECTS IN MATERIAL AND WORKMANSHIP, UNDER NORMAL USE, FOR A PERIOD OF ONE YEAR FROM THE ORIGINAL DATE OF DELIVERY. DAMAGE INCURRED FROM VANDALISM AND ACTS OF GOD ARE NOT COVERED. REPLACEMENT AND REPAIR SHALL BE AT THE DISCRETION OF QUICK CRETE PRODUCTS CORP. QUICK CRETE SHALL NOT BE LIABLE TO YOU OR ANY OTHER PARTY FOR LOSS OF PROPERTY, LOSS OF USE, LOSS OF SAVINGS, LOSS OF PROFITS, INSTALLATION CHARGES, SPECIAL DAMAGES, INCIDENTAL DAMAGES, CONSEQUENTIAL DAMAGES, DAMAGES ARISING OUT OF THE USE OR INABILITY TO USE THE MATERIAL, INDIRECT OR OTHER SIMILAR DAMAGES ARISING FROM BREACH OF WARRANTY, BREACH OF CONTRACT, NEGLIGENCE, OR ANY OTHER LEGAL THEORY; EVEN IF QUICK CRETE OR ITS AGENT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS AND/OR DAMAGES.

In the event of a claim for defective goods, Quick Crete shall be allowed to inspect such materials or upon request shall be furnished a sample of such materials. Goods claimed to be defective shall not be returned without Quick Crete's written prior-authorization, Quick Crete is only liable to replace, or credit you, at Quick Crete's option, for defective materials. Where you are to inspect as a condition of purchase, you shall be responsible for any charges for inspection, analysis or tests.

Quick Crete shall not be liable for its failure to perform due to strikes, labor difficulties, judicial action, fire, flood, war, sabotage, riot, breakdowns or failure of plant or equipment, delays in or lack of transportation, government allocations, delays of supplies or unavailability of material or any other cause beyond Quick Crete's control. If Quick Crete, in its discretion, determines that its performance would result in Quick Crete's incurring a loss because of causes beyond Quick Crete's control, Quick Crete may terminate this agreement, without penalty or obligation to you.

Shipments and deliveries shall be subject to approval of Quick Crete's credit department. Quick Crete reserves the right to demand you give a security interest in your inventory to Quick Crete before making any shipment to you that is not COD. If you fail to fulfill the terms of payment, Quick Crete may defer further shipments or may at its option cancel any unshipped balance. No failure of Quick Crete to exercise any right accruing from any default by you shall impair Quick Crete's rights in the event you subsequently default. In the event Quick Crete has a security interest in your inventory, this invoice shall become a demand notice.

Quick Crete shall retain title of the goods sold until the goods are paid for in full. If payment is not made when due, Quick Crete may, at its option and without notice, enter the premises where the goods may be located and repossess the goods. This reservation of title in Quick Crete and the right to repossess shall be in addition to any and all other remedies Quick Crete may have under law or equity. Any and all of the above mentioned remedies may be used at the same time and the use of any of these shall not constitute a waiver of the right to use any other available remedies.

This transaction shall be governed by and construed in accordance with the laws of the State of California, without regard to principles of conflicts of law. The parties expressly consent to be subject to the exclusive jurisdiction of the California State courts. The parties agree that receipt of an order in Riverside County constitutes performance, and that Riverside County, Corona Court is the proper venue.

You agree your acknowledgement on the bottom of this page shall constitute your acceptance of the terms and conditions contained herein and/or referred to in Quick Crete's Price Quotation. You agree to pay within the terms specified on the invoice/price quotation. Any delinquent account will bear interest at 2% per month, or 24% per year. You agree to pay all reasonable collection costs and attorney's fees incurred in collection of this account.

Any excises, levies or taxes which Quick Crete may be required to pay or collect under any existing or future law, upon or with respect to the sale, purchase, delivery, storage, processing, use, consumption or transportation of any of the material covered hereby shall be your responsibility, and you agree to pay the amount thereof to Quick Crete.

The above Terms and Conditions represent the entire agreement between Quick Crete and the customer with respect to the sale of goods supplied hereunder and cannot be modified except by a new written contract signed by both Quick Crete and the customer. By signing below, customer agrees to be contractually bound for the above mentioned products and / or services.

Tracy Harlow

 Quick Crete Products Corp. Date

10/23/2012

Customer Authorization _____ Date



Town of Discovery Bay

“A Community Services District”

AGENDA REPORT

Meeting Date

November 7, 2012

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

Agenda Title

Public Hearing to rescind Resolution 2012-23 of the Town of Discovery Bay CSD amending Capacity Charge Fee Program (“Capacity Fee”) and adopting Resolution No. 2012-28 amending Capacity Charge Fee Program

Recommended Action

Conduct Public Hearing and Adopt Resolution No. 2012-28 establishing capacity charges for water and wastewater service pursuant to Government Code §66016 and Rescind Resolution 2012-23 amending Capacity Charge Fee Program

Executive Summary

On October 3, 2012 the Board adopted Resolution 2012-23 amending Capacity Charge Fee Program. It was noted after that adoption that there were capacity fees that had not been incorporated into the study and were not a part of the adopting resolution. The change results in improvements that were initiated by the Town of Discovery Bay and that took place *after* the Hofmann Land Development Company constructed their initial facilities. In the table below, the fees have been updated and correctly identify those fees that were established in Resolution 2004-03 that addresses those improvements. Once the Hofmann Land Development Company hits the different levels of EDU counts, the original fees are then incorporated into the new fees identified in the Final Bartle Wells Associates Technical Memorandum dated October 15, 2012, and attached.

The breakdown of that committed capacity is as follows (changes are underlined, below):

EDU Count	Water	Wastewater	Total	Description of Commitment
First 284 EDUs	<u>\$297</u>	<u>\$2,789</u>	<u>\$3,086</u>	Included in first 284 EDUs of capacity committed to Hofmann
Next 337 EDUs	\$3,900	<u>\$2,789</u>	<u>\$6,689</u>	Water EDUs exceed committed capacity to Hofmann. Wastewater EDUs included in committed capacity to Hofmann
Over 621 EDUs	\$3,900	\$9,860	\$13,760	Exceeds committed capacity to Hofmann

Fiscal Impact:

Amount Requested \$ N/A
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

January 4, 2012 Contract authorization with Bartle Wells Associates to conduct a Capacity Fee Study
 October 3, 2012 Report to the Board

Attachments

Final Technical Memorandum dated October 15, 2012 (Capacity Fee Study), Resolution 2012-28
 Board Report October 3, 2012 and Resolution 2012-23

AGENDA ITEM: G-1



TO: Rick Howard, General Manager, Town of Discovery Bay Community Services District

FROM: Thomas Gaffney, Principal, and Alison Lechowicz, Analyst

DATE: October 15, 2012

SUBJECT: Water and Wastewater Capacity Fee

FINAL
TECHNICAL MEMORANDUM

Introduction

The Town of Discovery Bay Community Services District (“Town”) provides water supply, treatment, and delivery as well as wastewater collection, treatment, and disposal to approximately 14,000 residents. The Town recently completed master plans that determined the level of growth for the community through FY2021 and identified needed facility improvements. Some improvements are needed to correct deficiencies in existing facilities and other improvements are needed to expand capacity to serve future development.

This Technical Memorandum was developed with the goal of fairly assigning the cost of improvements to existing and future customers and to calculate capacity fees that recover these costs.

Existing and Future Connections

As a first step in this analysis, the existing capacity of water and wastewater facilities was reviewed. The Water Master Plan by Luhdorff & Scalmanini Consulting Engineers, January 2012 (“Water Master Plan”) determined that existing average day demand on the system is 3.66 million gallons per day (mgd). The Hofmann Land Development Company (“Hofmann”) is owed 0.15 mgd in committed water capacity per a Service Agreement and contractual arrangement with the Town. In total, existing demand and committed capacity sum to about 3.81 mgd. For the purpose of this analysis, committed capacity in both the water and wastewater facilities is treated as existing demand. Through FY2021, water demand is expected to grow by 0.66 mgd.

Existing flow of the wastewater system is 1.80 mgd with 0.21 in additional capacity committed to Hofmann. The wastewater system is expected to grow by 0.41 mgd through FY2021 as described in the Wastewater Treatment Plant Master Plan by Stantec Consulting Services Inc., October 2011, and in the Wastewater Master Plan Addendum (“Wastewater Master Plan”).

The master plans identify the typical water demand of a residential customer as about 533 gallons per day and the typical wastewater flow of a residential customer as about 335 gallons per day. This demand and flow is used to determine the number of equivalent dwelling units (EDUs) of the Town.

Table 1 summarizes the existing, committed, and build-out water demand and wastewater flows of the Town.

Table 1 Projected Growth Town of Discovery Bay			
Water System			
Existing Demand (1)	3.66	mgd	81.9%
Committed Capacity	0.15	mgd	3.4%
Expected Growth FY2012 to 2021	<u>0.66</u>	mgd	<u>14.7%</u>
Build-out Demand (1)	4.47	mgd	100.0%
Present (2)	6,865	EDUs	
Committed Capacity	284	EDUs	
Expected Growth FY2012 to 2021	<u>1,231</u>	EDUs	
Build-out (2)	8,380	EDUs	
Demand per EDU	533	gal/day	
Wastewater System (3)			
Average Flow	1.80	mgd	74.4%
Committed Capacity	0.21	mgd	8.6%
Expected Growth FY2012 to 2021	<u>0.41</u>	mgd	<u>17.0%</u>
Build-out Flow	2.42	mgd	100.0%
Present	5,367	EDUs	
Committed Capacity	621	EDUs	
Expected Growth FY2012 to 2021	<u>1,228</u>	EDUs	
Build-out	7,216	EDUs	
Flow per EDU	335	gal/day	
EDU - Equivalent Dwelling Unit			
(1) Page 2-5, "Water Master Plan" by Luhdorff & Scalmanini Consulting Engineers, January 2012.			
(2) Page 2-6, "Water Master Plan" by Luhdorff & Scalmanini Consulting Engineers, January 2012. Committed capacity estimated by the Town.			
(3) Wastewater system build-out is estimated in "Wastewater Treatment Plant Master Plan" by Stantec Consulting Services Inc., October 2011, and in the Wastewater Master Plan Addendum. Committed capacity estimated by the Town.			

Methodology

The recommended capacity fees calculated in this memorandum include both a buy-in portion and an expansion portion.

Buy-in

New customers connecting to the system receive benefit from a large portion of the facilities that are already in place throughout the Town. The buy-in portion of the capacity fee recovers the costs of existing facilities that benefit all customers, existing and new.

The value of existing facilities was calculated using the Replacement Cost New Less Depreciation (RCNLD) method. The book cost of Town facilities less depreciation was escalated to present worth using the Engineering News Record's Construction Cost Index. The RCNLD of facilities is divided by the number of EDUs at build-out to yield a buy-in fee per EDU, see Table 2. A detailed list of Town facilities is shown in Appendix A.

Table 2
Buy-in to Existing Facilities, Replacement Cost New Less Depreciation (1)
Town of Discovery Bay

	Water	Wastewater	Total
Buildings and Improvements			
Buildings and Improvements	\$46,339	\$981,651	\$1,027,991
Operations Building	30,731	30,731	61,463
Wastewater Treat. Plant 2	0	9,525	9,525
Wetlands	0	4,096	4,096
Willow Lake WT Facility	1,136	0	1,136
CIP Water			
Treatment and Collections	945,259	0	945,259
Equipment			
Equipment	134,386	148,172	282,559
Wetlands	0	10,022	10,022
Land (2)	92,000	175,000	267,000
Office Furniture & Equip	4,046	4,046	8,093
Structures & Improvements			
Golf Course	0	536,852	536,852
Sewage Lift Station	0	3,666,734	3,666,734
Wetlands	0	24,016	24,016
Newport Water Treatment Plant	2,711,758	0	2,711,758
Treatment/Collection/Distribution			
Biosolids Handling Proj.	0	1,931,683	1,931,683
Discharge Pipeline	0	2,943,792	2,943,792
Treatment and Collections	1,841,291	2,177,323	4,018,614
Wastewater Treat Plant 2	0	16,632,515	16,632,515
Wetlands	0	651	651
Willow Lake WT Facility	3,963,493	0	3,963,493
Vehicles	<u>98,648</u>	<u>98,648</u>	<u>197,295</u>
Total	\$9,869,089	\$29,375,458	\$39,244,547
Build-out Capacity	8,380	7,216	EDUs
Buy-in Cost	\$1,180	\$4,070	(\$/EDU)

(1) Original cost less depreciation adjusted to current construction cost.

(2) Land does not depreciate. Original book cost shown.

Expansion/Improvements

New customers connecting to the system will also benefit from a number of planned improvements described in the master plans. In consultation with staff, the Town's capital improvement projects were allocated to existing/committed connections and future connections based on how each customer group benefits from the projects. Some projects are expansion related and will not be needed if growth does not occur. Expansion projects are wholly allocated to new connections. Other projects, such as fire flow improvements, benefit all customers, and are allocated based on the total flow or demand of the system at build-out, see Table 3 and Table 4. BWA conducted a preliminary allocation between existing and future customers. The allocations were reviewed in detail by staff and by developer representatives over the course of several meetings and conference calls.

The total cost allocated to future connections is then divided by expected growth in demand or flow to calculate the expansion fee, see Table 5 and Table 6.

**Table 3
Allocation of Water Capital Improvement Costs
Town of Discovery Bay**

Capital Improvement Projects	Project Cost	Existing & Committed Connections	Future Connections	Existing & Committed Connections	Future Connections	Project Benefit
New Supply Well 7	\$1,516,000	40%	60%	\$606,400	\$909,600	40% allocated to reliability improvements. 60% assumed to serve future connections. Project benefits existing and new connections.
Replacement Well Site (Well 8) Contingency - includes site purchase, well, pump station and new raw water line	\$1,512,000	85%	15%	\$1,289,700	\$222,300	Supplies existing community.
Well 5A Abandonment/Destruction Contingency	\$108,000	100%	0%	\$108,000	\$0	Supplies existing community.
Well 1B Pump Equipment Upgrade	\$30,000	100%	0%	\$30,000	\$0	Existing filter unit is more than adequate for existing demand. Expansion is needed to serve growth.
Treatment Filter Unit at Willow Lake WTP - includes vessel, media, foundation, all new face piping and controls	\$259,200	0%	100%	\$0	\$259,200	Facility needed to provide capacity for new treatment filter.
New Backwash Tank at Willow Lake WTP - includes piping modifications and foundation	\$360,000	0%	100%	\$0	\$360,000	One pump needed for new capacity to serve growth. Two additional pumps needed to replace existing pumps.
New Recycle Pumps at Willow Lake WTP - includes three pumps, piping and control valves	\$72,000	67%	33%	\$48,000	\$24,000	Project benefits existing and new connections. Project will correct some existing deficiencies and will expand capacity from two to three metering pumps.
Chemical Room Upgrade at Willow Lake WTP - includes electrical and mechanical upgrades	\$28,800	85%	15%	\$24,600	\$4,200	Project benefits existing and new connections.
Recycle Pump Upgrade Contingency at Newport WTP	\$28,800	85%	15%	\$24,600	\$4,200	See above.
Booster Pump Repair and Upgrade at Newport WTP	\$30,000	85%	15%	\$25,600	\$4,400	Line will improve fire flow for existing and future connections.
Kellogg Creek Crossing 16-inch mainline from Discovery Pt to Point of Timber Rd	\$345,600	85%	15%	\$294,800	\$50,800	Line will improve fire flow for existing and future connections.
Kellogg Creek Crossing 16-inch mainline from Cabrillo Pt to Point of Timber Rd	\$345,600	85%	15%	\$294,800	\$50,800	Pipe upsizing for fire flow deficiencies.
Replace 8-inch mainline with new 16-inch C905 - Willow Lake Rd from Discovery Bay Blvd to Beaver Ln	\$2,011,000	85%	15%	\$1,715,300	\$295,700	Benefits existing community.
Replace 6-inch mainline with new 8-inch C900 - Surfside Ct	\$89,600	100%	0%	\$89,600	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Surfside Pl	\$72,900	100%	0%	\$72,900	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Marina Cir entry way	\$54,000	100%	0%	\$54,000	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Lido Cir entry way	\$43,200	100%	0%	\$43,200	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Beach Ct	\$86,400	100%	0%	\$86,400	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Shell Ct	\$94,500	100%	0%	\$94,500	\$0	See above.
Replace 6-inch mainline with new 8-inch C900 - Edgeview Ct	\$89,100	85%	15%	\$76,000	\$13,100	Pipe upsizing for fire flow deficiencies.
Replace 6-inch mainline with new 8-inch C900 - South Pt	\$165,240	85%	15%	\$140,900	\$24,300	Pipe upsizing for fire flow deficiencies.
New Water Storage Tank at Newport WTP - includes earthwork, foundation, pipe, valves, tank, etc	\$1,080,000	0%	100%	\$0	\$1,080,000	Existing tank can accommodate current demand. New tank is needed for build-out demand.
Install Transducers	\$21,600	85%	15%	\$18,400	\$3,200	Project benefits existing and new connections.
Install Monitoring Wells	\$144,000	85%	15%	\$122,800	\$21,200	See above.
Survey Wellheads	\$14,400	85%	15%	\$12,300	\$2,100	See above.
Groundwater Basin Assessment - 10 years of data collection and reporting	\$130,000	85%	15%	\$110,900	\$19,100	See above.
Customer Water Meter Installations by 2020 (approx. 3,907 unmetered in 2010) (\$1,641,000)	\$0	0%	0%	\$0	\$0	Meter installations are charged directly to individual customers and are revenue neutral.
Water Conservation Program Feasibility Evaluation (O&M) (\$20,000)	\$0	0%	0%	\$0	\$0	Project moved to operations budget.
Total	\$8,731,900			\$5,383,700	\$3,348,200	

Table 4
Allocation of Wastewater Capital Improvement Costs
Town of Discovery Bay

Capital Improvement Projects	Project Cost	Existing & Committed Connections	Future Connections	Existing & Committed Connections	Future Connections	Project Benefit
Influent Pump Station Modifications and Upgrade	\$1,044,000	83%	17%	\$866,300	\$177,700	Project will correct existing issues and increase capacity.
Re-Activate Pump Station W	\$378,000	83%	17%	\$313,700	\$64,300	Facility will serve existing and future connections. Project will provide emergency storage as needed.
Emergency Storage Facilities	\$243,000	83%	17%	\$201,600	\$41,400	Facility will serve existing and future connections. Project would be completed with or after the re-activation of Pump Station W.
Splitter Box, Oxidation Ditch, Replacement of Existing RAS Pumps and Standby Aerators for Existing Oxidation Ditches	\$3,654,000	83%	17%	\$3,032,200	\$621,800	Project benefits existing and new connections.
New Clarifier Splitter Box, New Clarifier, and New RAS Pump Station at Plant 2	\$2,394,000	0%	100%	\$0	\$2,394,000	Facility needed to provide capacity for new connections.
Secondary Effluent Pump Station Modifications	\$250,000	0%	100%	\$0	\$250,000	Existing capacity is sufficient. Project required after filter is added.
Effluent Filtration	\$4,614,000	83%	17%	\$3,828,800	\$785,200	Project possibly needed in the future for more stringent requirements for reclamation.
Secondary Effluent Equalization	\$680,000	83%	17%	\$564,300	\$115,700	Project possibly needed in the future for more stringent requirements for reclamation.
Revise UV Disinfection Weirs (O&M) (\$10,000)	\$0	83%	17%	\$0	\$0	Project moved to operations budget.
Conduct UV Disinfection Viral Bioassay Tests (O&M) (\$50,000)	\$0	83%	17%	\$0	\$0	Project moved to operations budget.
Additional UV Disinfection	\$1,200,000	0%	100%	\$0	\$1,200,000	Facility needed to provide capacity for new connections.
Add Pump to Export Pump Station	\$100,000	0%	100%	\$0	\$100,000	Facilities needed when peak day flow exceeds 4.0 mgd.
Solids Improvements, Phase 1: One New Solar Drying Pad and One Belt Press	\$1,600,000	83%	17%	\$1,327,700	\$272,300	Project will correct current capacity deficiency.
Solids Improvements, Phase 2: Solar Dryer #3 and Completion of Solar Drying Pad	\$3,050,000	83%	17%	\$2,531,000	\$519,000	Project needed to expand capacity for future connections.
Solar Dryer #4	\$400,000	0%	100%	\$0	\$400,000	Project benefits new connections.
Collection System Pump Station Improvements	\$650,000	83%	17%	\$539,400	\$110,600	Project benefits existing and new connections.
SCADA Improvements	\$350,000	83%	17%	\$290,400	\$59,600	Project benefits existing and new connections.
Total	\$20,607,000			\$13,495,400	\$7,111,600	

Table 5
Water Expansion Fee Calculation
Town of Discovery Bay

Expansion Capacity Fee		
Total CIP Cost Allocated to New Connections	\$3,348,200	(Table 3)
Expected Growth in Demand (mgd)	0.66	(Table 1)
Residential Capacity Fee		
Expansion Capacity Fee per EDU		
553 gal/day avg day demand	\$2,720	
Example Nonresidential Capacity Fee		
Expansion Capacity Fee		
1,000 gal/day demand	\$5,100	

Table 6
Wastewater Expansion Fee Calculation
Town of Discovery Bay

Total CIP Cost Allocated to New Connections	\$7,111,600	(Table 4)
Expected Growth in Flow (mgd)	0.41	(Table 1)
Residential Capacity Fee		
Expansion Capacity Fee per EDU	\$5,790	
(335 gal/day avg day flow)		
Example Nonresidential Capacity Fee		
Expansion Capacity Fee		
1,000 gal/day flow	\$17,270	

Recommended Fees

Tables 7 and 8 show the total capacity fees for water and wastewater, respectively, which include both a buy-in portion and an expansion portion. Shown in the tables are the residential capacity fees calculated on an EDU basis and example nonresidential capacity fees based on 1,000 gal/day demand or 1,000 gal/day flow.

The total recommended capacity fee per residential connection is calculated at \$13,760, see Table 9. This fee is comparable to the fee charged by local cities, see Table 10.

Table 7
Water Capacity Fee Calculation
Town of Discovery Bay

Residential Capacity Fee		
Buy-in Capacity Fee per EDU	\$1,180	(Table 2)
Expansion Capacity Fee per EDU	<u>\$2,720</u>	(Table 5)
(553 gal/day avg day demand)	\$3,900	
Example Nonresidential Capacity Fee		
Buy-in Capacity Fee	\$2,210	
Expansion Capacity Fee	<u>\$5,100</u>	(Table 5)
(1,000 gal/day avg day demand)	\$7,310	

Table 8
Wastewater Capacity Fee Calculation
Town of Discovery Bay

Residential Capacity Fee		
Buy-in Capacity Fee per EDU	\$4,070	(Table 2)
Expansion Capacity Fee per EDU	<u>\$5,790</u>	(Table 6)
(335 gal/day avg day flow)	\$9,860	
Example Nonresidential Capacity Fee		
Buy-in Capacity Fee	\$12,140	
Expansion Capacity Fee	<u>\$17,270</u>	(Table 6)
(1,000 gal/day avg day flow)	\$29,410	

**Table 9
Total Residential Capacity Fee
Town of Discovery Bay**

Current Water and Wastewater Capacity Fee (as of 02/23/04)	\$3,086
Residential Capacity Fee per EDU	
Water	
Buy-in	\$1,180
Expansion	<u>\$2,720</u>
Total Water	\$3,900
Wastewater	
Buy-in	\$4,070
Expansion	<u>\$5,790</u>
Total Wastewater	\$9,860
Total Residential Capacity Fee per EDU*	\$13,760

*Capacity fees will be adjusted annually based on the percent change in the Engineering New Record's Construction Cost Index for San Francisco.

**Table 10
Residential Capacity Fee Survey
Town of Discovery Bay**

Community	Water	Wastewater	Total
Manteca (1)	\$3,685.00	\$6,471.00	\$10,156.00
Stockton (2)	\$6,436.00	\$2,100.00 to \$5,700.00	\$10,336.00
Brentwood (3)	\$7,135.87	\$4,260.78	\$11,396.65
Oakley (Ironhouse SD, Diablo WD) (4)	\$5,854.00	\$6,819.53	\$12,673.53
Antioch (Delta Diablo SD) (5)	\$5,900.49	\$7,262.50	\$13,162.99
Pittsburg (Delta Diablo SD) (6)	\$2,230.00 to \$8,410.00	\$8,472.91	\$13,472.91
Rio Vista (7)	\$5,950.00	\$7,578.19	\$13,528.19
Town of Discovery Bay	\$3,900.00	\$9,860.00	\$13,760.00
Lathrop (Manteca WQCF) (8)	\$3,546.00	\$11,814.00	\$15,360.00

(1) Sewer fee varies based on sewer zone. Sewer fee shown for Zone 24.

(2) Fees effective through 06/30/12. Wastewater fee varies based on development area.

(3) Fees effective 07/01/10.

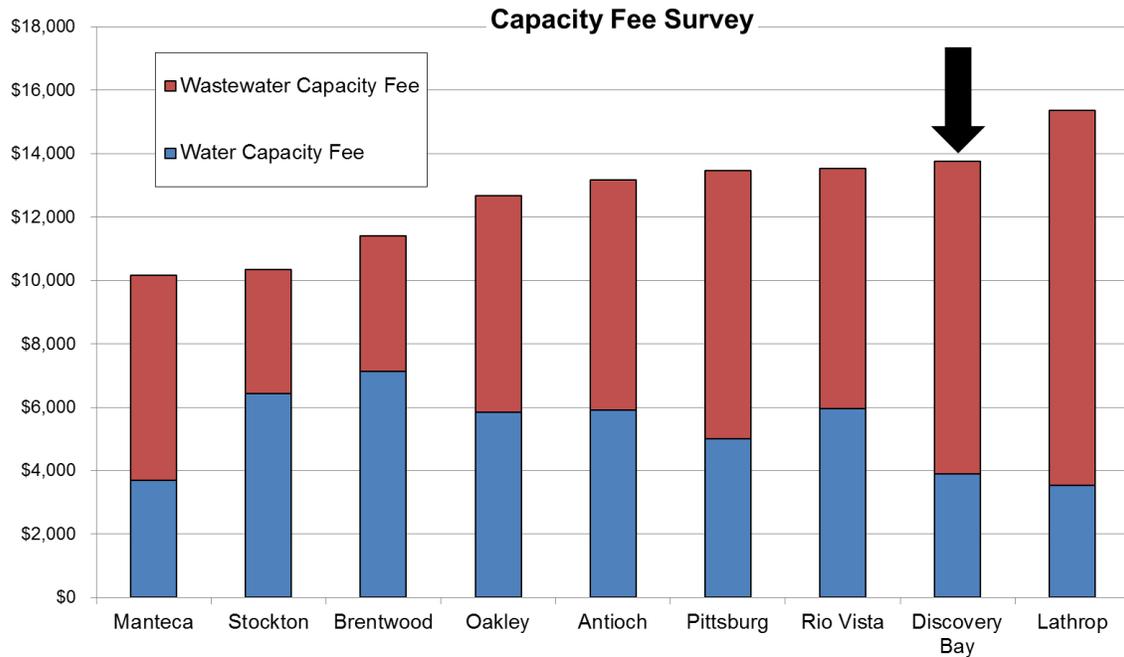
(4) City of Oakley is served by the Ironhouse Sanitary District and the Diablo Water District. The Ironhouse Sanitary District fee is effective 05/05/10. The Diablo Water District fee is for new developments west of Jersey Island Road.

(5) City of Antioch water and sewer connection fees effective 07/01/12. Wastewater treatment is provided by Delta Diablo Sanitation District. Wastewater treatment capacity fee effective 07/08/11.

(6) Water fee current until 11/01/12. Fee varies based on development area. Sewer fee effective 11/01/11. Wastewater treatment is provided by Delta Diablo Sanitation District. Wastewater treatment capacity fee effective 07/08/11.

(7) Fees last updated in 2009.

(8) Fees effective 01/01/12. Fees shown for the East Lathrop development. Fees vary for other development areas. Wastewater treatment is provided by the Manteca Water Quality Control Facility.



The nonresidential capacity fees are proportional to the water demand and wastewater flow of a typical residential customer. When a new nonresidential customer connects to the system, the Town should scale the capacity fees to the predicted demand and flow of that customer with a minimum fee based on 200 gallons per day water use and 180 gallons per day wastewater flow. The minimum capacity fee is about 49% of the residential capacity fee. Example capacity fees for nonresidential customers are shown in Table 11. For the typical nonresidential customer about 90% of water used flows into the sewer. Commercial customers typically have little to no outdoor irrigation.

Table 11
Example Nonresidential Capacity Fees
Town of Discovery Bay

Nonresidential Capacity Fee

Water (per 1,000 gal/day demand)	\$7,310	(Table 7)
Wastewater (per 1,000 gal/day avg day flow)	\$29,410	(Table 8)

EXAMPLES

Small Office (Minimum Charge)

Water (200 gal/day demand)	\$1,462	(\$7,310 x (200 gal/1,000 gal))
Wastewater (180 gal/day avg day flow)	<u>\$5,294</u>	(\$29,410 x (180 gal/1,000 gal))
Total Capacity Fee	\$6,756	

4-Unit Shopping Center

Water (2,000 gal/day demand)	\$14,620	(\$7,310 x (2,000 gal/1,000 gal))
Wastewater (1,800 gal/day avg day flow)	<u>\$52,938</u>	(\$29,410 x (1,800 gal/1,000 gal))
Total Capacity Fee	\$67,558	

Implementation

Capacity fees are collected at the time of connection to the Town's water system and sewer collection system. To ensure continued adequate implementation of the fee, the Town should:

- Maintain an annual Capital Improvement Program budget to indicate where fees are being expended to accommodate growth.
- Comply with the annual and five-year reporting requirements of Government Code 66000 et seq.
- Annually adjust capacity fees using an appropriate construction cost index. Capacity fees should be adjusted regularly to prevent them from falling behind the costs of constructing new facilities. The Engineering News Record magazine publishes Construction Cost Indices (CCIs) monthly for 20 major U.S. cities including San Francisco and an average of 20 cities around the U.S. These indices can be used to estimate the change in the construction cost of facilities, and the Town's capacity fees should be adjusted annually by the change in the ENR CCI for San Francisco.

Credit for Committed Capacity

The capacity fee shown in Table 9 is a general fee that fully recoups the Town's cost of facilities for future customers. Hofmann has contributed a number of facilities to the Town and is owed credit for these facilities as described in the Town's Ordinance No. 19, in the Reimbursement Agreement for Discovery Bay West, and contractual arrangements with the Town. The credit owed to Hofmann is in the form of committed capacity/EDUs.

The committed capacity shown in Table 1 is capacity reserved by Hofmann and is treated as existing capacity for the purpose of calculating the capacity fees. BWA's understanding is that Hofmann is obligated to pay \$297 per committed water EDU and \$2,789 per committed wastewater EDU per a contractual agreement with the Town.

At the time of the writing of this memorandum, Hofmann intends to build an estimated 702 homes. Hofmann is owed 284 EDUs of water committed capacity. Therefore, for the first 284 homes built, Hofmann is obligated to pay \$297 per water EDU. For all homes beyond the first 284, Hofmann will exceed its committed water capacity and should pay the water capacity recommended in Table 9.

Hofmann is also owed 621 EDUs of wastewater committed capacity. Therefore, for the first 621 homes built, Hofmann is obligated to pay \$2,789 per wastewater EDU. For all homes beyond the first 621, Hofmann will exceed its committed wastewater capacity and should pay the wastewater capacity fee recommended in Table 9. See Table 12 for a description of the Hofmann credits and capacity fees.

**Table 12
Hofmann Proposed Development
Town of Discovery Bay**

Hofmann Proposed Development	Water Capacity Fee (per EDU)	Wastewater Capacity Fee (per EDU)	Total Capacity Fee (per EDU)	Notes
First 284 EDUs	\$297	\$2,789	\$3,086	Hofmann is obligated to pay \$297 per water EDU and \$2,789 per wastewater EDU for committed capacity per a contractual agreement between the Town and Hofmann.
Next 337 EDUs	\$3,900	\$2,789	\$6,689	Water EDUs exceed committed capacity to Hofmann. Wastewater EDUs included in committed capacity to Hofmann.
Over 621 EDUs	\$3,900	\$9,860	\$13,760	Exceeds committed capacity to Hofmann.

Appendix A – Replacement Cost New Less Depreciation of Existing Facilities

Asset	Property Description	Date in Service	Net Book Value	Replacement Cost New Less Depreciation
Location: Buildings & Improvements				
SHARED				
2	Treatment Plant Buildings	12/1/1993	\$44,297	\$71,017
5	Improvements -Office	9/27/1998	\$3,294	\$5,082
6	Flooring for Office	10/28/1998	\$0	\$0
58	Mow Field	5/17/2000	\$0	\$0
59	Land Survey	5/17/2000	\$0	\$0
276	Mobile Modular Mgmt-25% Contra	11/26/2002	\$1,739	\$2,441
312	Pymt. of Mobile Modulares	2/19/2003	\$10,406	\$14,138
WATER				
32	Reroof Wells 5 & 2	11/1/1999	Not included	Not included
64	Landscape/Centex Well Site	6/7/2000	Not included	Not included
WASTEWATER				
39	Landscape/Lift Station F	1/5/2000	\$22	\$34
82	Carport for Trailers WWTP	11/13/2000	\$10,853	\$16,536
86	Emergency Road WWTP Expansior	3/14/2001	\$4,450	\$6,205
723	Electrical Panel LS #F	10/31/2008	\$10,456	\$11,021
761	UV Water Purification System	3/29/2010	\$407,275	\$434,796
766	UV System Design	6/30/2010	\$48,120	\$50,466
767	UV System & Bypass Pipeline	6/30/2010	\$96,040	\$100,723
770	UV System & Bypass Pipeline	9/30/2010	\$254,007	\$266,774
774	UV Water Purification System -Ref	9/15/2010	\$41,212	\$43,284
776	UV System Programming	3/22/2011	<u>\$5,349</u>	<u>\$5,473</u>
			\$937,523	\$1,027,991
Location: Operations Building				
SHARED				
607	Lumber and Matelials	6/30/2005	\$5,065	\$6,351
612	Gypsum, Drywa11, Screws & Fibergl	9/23/2005	\$1,882	\$2,332
615	Warehouse Racks	11/8/2005	\$1,601	\$1,971
618	Install AC/Heater	12/6/2005	\$2,334	\$2,864
621	Install ACIHeater	1/6/2006	\$1,257	\$1,541
627	Office Doors	3/13/2006	\$522	\$642
629	Install Wallboard	3/21/2006	\$3,588	\$4,412
632	Electrical	3/31/2006	\$1,444	\$1,776
633	Toilet Fixtures	4/4/2006	\$455	\$559
635	Light Fixtures/Tile/Bathroom Rema	4/6/2006	\$5,182	\$6,371
636	Electrical	4/10/2006	\$2,319	\$2,851
638	Ceilings at Ops. Building	4/11/2006	\$3,148	\$3,871
646	Supplies for Ops Bldg Remodel	5/6/2006	\$456	\$560
648	Wire A/C for Ops Bldg	5/8/2006	\$433	\$533
654	Cabinets for Breakroom Kitchen	6/9/2006	\$2,177	\$2,679
660	Labor & Materials	6/30/2006	\$3,616	\$4,449
666	Lockers/Bo11ards/Cabinets	8/6/2006	\$2,310	\$2,835
778	District Office Roof	5/22/2011	<u>\$14,545</u>	<u>\$14,866</u>
			\$52,334	\$61,463
Location: Wastewater Treat. Plant 2				
WASTEWATER				
671	Entry Paving-Enlarge WWTP#2 Er	9/21/2006	\$4,808	\$5,898
674	Chain Link Fence @ WWTP#2	10/16/2006	<u>\$3,178</u>	<u>\$3,627</u>
			\$7,986	\$9,525
Location: Wetlands				
WASTEWATER				
690	T-Posts (Wetlands)	4/16/2007	\$539	\$615
691	PVC Parts (Wetlands)	4/20/2007	<u>\$3,050</u>	<u>\$3,480</u>
			\$3,590	\$4,096
Location: Willow Lake WT Facility				
WATER				
747	50 ft. 8' Chain Link Fence	8/11/2009	\$1,064	\$1,136
Group: CIP-Water				
Location: Treatment and Collections				
WATER				
739	Well & Pump Station #6 Design	6/30/2009	\$157,101	\$167,588
744	Well #6 Support Pad & Surge Tank	7/14/2009	\$6,989	\$7,465

Asset	Property Description	Date in Service	Net Book Value	Replacement Cost New Less Depreciation
745	Well#6-Surge Tank Foundation	7/13/2009	\$9,877	\$10,550
764	Flowserve Submersible Well Pump	6/10/2010	\$126,713	\$132,891
765	Well & Pump Station #6 Design & I	6/30/2010	\$579,445	\$607,700
771	Well & Pump Station #6 Design/Co	11/29/2010	<u>\$18,584</u>	<u>\$19,065</u>
			\$898,708	\$945,259
Location: Equipment				
SHARED				
8	Gonnan Rupp Pump on Tire Kit	2/12/1999	\$0	\$0
10	Onan 45 Kilowatt Generator	5/5/1999	\$0	\$0
11	Water Leak Detector	5/13/1999	\$0	\$0
22	350K W Generator	9/15/1999	\$0	\$0
216	Misc. Equipment	6/30/2002	\$0	\$0
372	WB Equip -Bobcat Tractor Carriag	10/16/2003	\$0	\$0
386	Gehl Tractor	12/26/2003	\$0	\$0
508	1995 Int'18200 Truck (Schow's)	7/28/2004	\$173	\$230
542	15ft Truck Mount Conveyor	9/27/2004	\$882	\$1,176
582	Trailer w/Storage box and Trash Pu:	2/22/2005	\$646	\$816
610	Continental Cargo Hauler	8/31/2005	\$459	\$577
611	Continental Cargo Hauler Accessori	8/31/2005	\$46	\$58
663	Portable Fuel Trailer	8/1/2006	\$4,386	\$5,382
664	SoundSens 2 System-Water Leak SI	7/21/2006	\$4,499	\$5,525
665	2006 Chevy CC5500 Chassis-Teles(7/14/2006	\$36,700	\$45,068
672	Zodiac Inflatable Boat	10/11/2006	\$593	\$677
676	9 CCTV Video Cameras (Labor)	10/25/2006	\$4,484	\$5,118
679	CCTV Video Camera Equipment	10/31/2006	\$17,561	\$20,044
680	Texas Bragg Trailer	10/26/2006	\$2,657	\$3,032
682	Battery System on Fuel Trailer	11/21/2006	\$90	\$102
684	Fire Hydrant	12/5/2006	\$626	\$713
697	Data Logger -Water Leak Survey T	7/20/2007	\$4,545	\$5,204
701	CCTV Video Camera Equipment	9/18/2007	\$10,813	\$12,369
704	Concrete Meter Lid w/probes	11/30/2007	\$384	\$437
705	Vaughan Base Plate & Motor Stand	11/14/2007	\$6,145	\$6,991
710	Portable Video System	3/4/2008	\$7,329	\$8,318
713	Mosaic Gateway	5/20/2008	\$2,271	\$2,571
715	6 Multiparameter Probes, 2 Eagle E	6/4/2008	\$22,243	\$25,065
724	Routestar Install	2/17/2009	\$3,000	\$3,194
728	Generator -Switch Gear	2/19/2009	\$2,775	\$2,954
729	LS #F Level Controller	4/15/2009	\$407	\$433
730	LS #F Remote Control	4/15/2009	\$1,018	\$1,084
734	Lids With Probe	6/25/2009	\$1,004	\$1,071
752	Generator w/Trailer & Fuel Cell	9/18/2009	\$20,757	\$22,169
758	Caterpillar Forklift	3/3/2010	\$5,870	\$6,267
768	ThennoSystem Electric Mole (I)	9/28/2010	\$39,412	\$41,393
780	ThennoSystem Electric Mole (1)	6/1/2011	\$19,338	\$19,753
WATER				
24	Transfer Panel Well 5	10/6/1999	\$0	Not included
25	Generator Design	10/6/1999	\$0	Not included
38	Spare Motor/Rebuild Well 5	1/1/2000	\$0	Not included
40	Cables for Generator Well 5	1/5/2000	\$0	Not included
60	Fairbanks Morse Pump	5/17/2000	\$0	Not included
83	Emergency Generator	11/14/2000	\$0	Not included
131	Labor to supply lights for generator:	11/26/2001	\$25	Not included
145	Fencing @ future well site	1/4/2002	\$441	\$619
678	Security Cameras for Water Sites	10/31/2006	\$8,649	\$9,872
700	New Generator-Well IB&2	10/11/2007	\$48,660	Not included
WASTEWATER				
116	Generator for Lift Stations	10/24/2001	\$1,287	\$1,794
161	Sludge Lagoon Pumper -IOYears	3/12/2002	<u>\$16,018</u>	<u>\$22,483</u>
			\$296,190	\$282,559
Location: Wetlands				
WASTEWATER				
720	Sampler Equipment	7/18/2008	\$8,961	\$10,022
Location: Land				
WATER				
79	Property for Willow Lake WT Fac	10/4/2000	\$92,000	\$92,000

Asset	Property Description	Date in Service	Net Book Value	Replacement Cost New Less Depreciation
WASTEWATER				
1	Treatment Plant Land	7/1/1993	\$175,000	\$175,000
			\$267,000	\$267,000
Location: Office Furniture & Equip.				
SHARED				
4	Desk & Hutch	9/11/1998	\$0	\$0
9	Excel File Cabinet from County	5/5/1999	\$0	\$0
31	Computer-Office	11/1/1999	\$0	\$0
94	Dell Computer-Calista	6/21/2001	\$0	\$0
269	Contra Costa Cty-Application Revit	11/7/2002	\$0	\$0
289	Deck & Railing Mobile Mobile	12/17/2002	\$0	\$0
300	Rock for Mobile Modular Pad	1/11/2003	\$0	\$0
301	Rip Rock for Mobile Modulares	1/14/2003	\$0	\$0
302	Rip Rock for Mobile Modulares	1/14/2003	\$0	\$0
320	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
321	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
322	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
323	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
324	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
325	Electrical Equip. for Mobiles	3/4/2003	\$0	\$0
326	Electrical Equip. for Mobiles	3/6/2003	\$0	\$0
334	Electrical Equip. for Mobiles	4/1/2003	\$0	\$0
335	Parts/Material/Labor for Electrical	4/1/2003	\$0	\$0
603	Vtech Phone Handset	10/7/2004	\$0	\$0
604	Iris Color Business Card Reader	10/14/2004	\$0	\$0
605	Dell Precision Workstation Comp-	10/25/2004	\$0	\$0
606	Office 2003 Software	10/29/2004	\$0	\$0
616	Color Copier	11/8/2005	\$0	\$0
673	HP Computer&Monitor for Securit)	10/12/2006	\$150	\$172
699	Caselle Software Program	8/10/2007	\$0	\$0
756	Ricoh Copier	1/21/2010	\$7,414	\$7,921
			\$7,564	\$8,093
Location: Golf Course				
WASTEWATER				
743	Golf Course Valve Station	7/1/2009	\$502,600	\$536,852
Location: Sewage Lift Station				
WASTEWATER				
114	Lakeshore Pump Station Pump Station	10/15/2001	\$160	\$223
127	A&E Engineering	11/9/2001	\$64	\$89
215	Lakeshore Lift Station SCADA	6/30/2002	\$238	\$334
224	Tech Knowison-from AIP Search	7/25/2002	\$578	\$811
233	Lakeshore Sewage Lift Station	8/8/2002	\$394,929	\$554,333
287	Newport Sewage Lift Station	12/13/2002	\$715,319	\$971,812
608	Lakes Village III Lift Station	11/9/2004	\$434,942	\$579,949
661	Lakes Village IV Lift Station	12/19/2005	\$505,834	\$620,785
696	Newport Lift Station Upgrade	10/2/2006	\$822,140	\$938,397
			\$2,874,205	\$3,666,734
Location: Wetlands				
WASTEWATER				
693	Wetlands Project Structure & Mater	5/6/2007	\$4,022	\$4,581
703	Concrete pad at bottom ofpond-W\	11/13/2007	\$15,785	\$17,957
718	Wetlands Solar System	7/24/2008	\$1,322	\$1,478
			\$21,128	\$24,016
Location: Water Treatment Plant				
WATER				
286	Newport Water Treatment Plant	12/13/2002	\$1,996,038	\$2,711,758
Location: Biosolids Handling Proj.				
WASTEWATER				
153	Solids Engineeing	2/1/2002	\$36	\$51
170	Solids Engineering	4/2/2002	\$1,548	\$2,173
173	Solids Engineering	4/3/2002	\$504	\$707
199	Solids Engineering	5/31/2002	\$2,844	\$3,992
210	Solids Engineeing	6/28/2002	\$1,188	\$1,668

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
231	Solids Engineering	7/31/2002	\$1,350	\$1,895
246	Solids Engineering	9/3/2002	\$2,160	\$3,032
259	Solids Engineering	10/3/2002	\$1,836	\$2,577
272	Solids Engineering	11/11/2002	\$3,708	\$5,205
283	Solids Engineering	12/9/2002	\$720	\$978
296	Biological Consultant	1/3/2003	\$882	\$1,198
299	Solids Engineering	1/5/2003	\$1,044	\$1,418
309	Solids Engineering	2/4/2003	\$1,697	\$2,305
317	Biological Consultant	3/3/2003	\$808	\$1,098
319	Solids Engineering	3/4/2003	\$1,475	\$2,004
339	Solids Engineering	4/7/2003	\$3,288	\$4,467
345	Solids Engineering	5/7/2003	\$2,339	\$3,178
346	Biological Consultant	5/7/2003	\$216	\$293
350	Biological Consultant	6/4/2003	\$296	\$402
352	Solids Engineering	6/7/2003	\$716	\$972
361	Solids Engineering -Service Date 6	6/30/2003	\$3,060	\$4,157
362	Biological Consultant	6/30/2003	\$1,224	\$1,662
376	Mountain Cascade Concrete	11/14/2003	\$3,696	\$5,021
385	Kleinfelder -Engineering WWTP	12/22/2003	\$239	\$319
389	Ag-Con Construction and Labor	1/22/2004	\$490	\$654
390	Parks on Const. -Thenno System	1/30/2004	\$309,488	\$412,669
391	Conco -Billing #1 Proj. 230300	2/3/2004	\$61,344	\$81,796
392	Bay Area Air Quality Mgmt. Study	2/5/2004	\$808	\$1,077
393	Kleinfelder -Engineering WWTP	2/5/2004	\$386	\$515
394	Kanberg Conts. -Metal Shade	2/5/2004	\$2,475	\$3,300
397	Conco -Billing #2 Proj. 230300	2/10/2004	\$122,247	\$163,003
399	Kleinfelder -Engineering WWTP	3/8/2004	\$1,328	\$1,771
400	Parkson Const. -Thenno System	3/8/2004	\$19,408	\$25,879
401	Kleinfelder -Engineering WWTP	3/18/2004	\$656	\$875
404	Conco -Billing #3 Proj. 230300	3/23/2004	\$119,664	\$159,559
409	Solids engineering support	4/13/2004	\$2,099	\$2,799
410	Kleinfelder Engineering WWTP	4/14/2004	\$2,726	\$3,635
411	Kleinfelder -Engineering WWTP	4/14/2004	\$573	\$765
413	Con J. Franke Electric -Materials	4/15/2004	\$25,920	\$34,562
414	Aeromod -Monobelt Filter Press	4/15/2004	\$79,293	\$105,729
415	Kannberg Construction -Metal Sh&	4/15/2004	\$8,524	\$11,366
416	Aero-Mod. Filter Press Legs	4/27/2004	\$120	\$160
420	Conco -Billing #4 Proj. 230300	4/27/2004	\$117,720	\$156,967
421	Solids engineering support	4/27/2004	\$3,010	\$4,013
423	Deposit for Truck/Trailer	5/6/2004	\$775	\$1,033
425	Ag-Con Const. -Bond Insurance up,	5/13/2004	\$5,112	\$6,816
428	Conco -Billing #5 Proj. 230300	5/25/2004	\$106,661	\$142,221
429	Ag-Con Column set-up, Roof glaze(5/25/2004	\$29,995	\$39,995
430	Solids engineering support	5/25/2004	\$4,415	\$5,887
436	Solids engineering support	6/30/2004	\$6,752	\$9,003
477	Con Franke Electric-Job#23034	5/19/2004	\$47,110	\$62,816
478	Conco West -Billing#6	5/28/2004	\$55,177	\$73,573
480	Ag-Con-Sidewalls & Interior Partiti	6/2/2004	\$21,531	\$28,709
482	Solids Master Planning -Herwitt In	8/5/2003	\$4,664	\$6,337
483	Solids Master Planning -Herwitt In	9/3/2003	\$11,486	\$15,604
484	Solids Master Planning -Herwitt In	10/31/2003	\$7,797	\$10,592
485	Solids Engineering Support -Herwi	12/5/2003	\$8,118	\$10,824
486	Solids Engineering Support -Herwi	12/5/2003	\$3,546	\$4,728
487	Solids Engineering Support -Herwi	1/8/2004	\$2,304	\$3,072
488	Solids Engineering Support -Herwi	2/8/2004	\$2,732	\$3,643
489	Con J. Franke Electric -Materials	6/18/2004	\$17,828	\$23,771
507	Con Franke Electric -Inv#21813	7/20/2004	\$29,688	\$39,585
509	Ag-Con Construction -Inv#4808	7/28/2004	\$1,250	\$1,667
510	Conco West -Inv#4427	7/30/2004	\$34,164	\$45,554
511	Herwitt Engineering -Inv#48	7/31/2004	\$4,446	\$5,928
516	Parkson Corp -Inv#8040007 & 804	8/10/2004	\$25,607	\$34,145
517	Kannberg Construction Con	8/12/2004	\$5,525	\$7,367
518	Franke Electric -Inv#21860	8/18/2004	\$30,354	\$40,473
519	Herwitt Engineering -Inv#47	8/18/2004	\$6,415	\$8,553
522	Ag-Con -retention on inv#4755 &	8/19/2004	\$2,414	\$3,219
523	Conco West -Inv#4465	8/25/2004	\$22,163	\$29,552
532	Herwitt Engineering -Inv#49	9/10/2004	\$3,197	\$4,263

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
539	Con J. Franke Electric -InV#21908	9/20/2004	\$553	\$738
543	Load Contractor 20A Mini 3 Pole	9/29/2004	\$109	\$145
549	Herwitt Engineering -InV#50	10/10/2004	\$1,004	\$1,338
550	Conco West -InV#4470	10/11/2004	\$2,966	\$3,954
551	Conco West -Retention on Inv#438	10/11/2004	\$6,216	\$8,288
552	Steel for Bldg -Guntert Steel	10/19/2004	\$556	\$741
553	Con Franke -Retention on InV#217.	10/20/2004	\$7,349	\$9,799
559	Con J. Franke Electric -InV#21948	11/4/2004	\$367	\$489
562	Herwitt Engineering -InV#51	11/8/2004	\$1,613	\$2,151
563	Shade Cover on West Side -Kannel	11/10/2004	\$2,056	\$2,741
564	2 Overhead lights&Relocate Alarm	11/23/2004	\$508	\$678
569	Herwitt Engineering -InV#52	12/9/2004	\$1,864	\$2,352
577	Herwitt Engineering -InV#53	1/11/2005	\$366	\$462
578	15 Gallon Chemical Tank	1/13/2005	\$0	\$0
586	Herwit Engineering -InV#55	3/4/2005	\$657	\$829
588	Kleinfelder -InV#236122	3/16/2005	\$142	\$179
590	Convex Mirror	3/23/2005	\$70	\$88
591	Kleinfelder -InV#173091	3/25/2005	\$1,022	\$1,290
592	Stainless Steel Rear Cross View	3/28/2005	\$58	\$73
593	PVC, Insulation	4/11/2005	\$19	\$24
595	Materials -Brentwood Ace Hardware	5/19/2005	\$28	\$35
596	Hose, Adaptors and Clamps	5/20/2005	\$1,340	\$1,684
597	Moisture Analyzer	5/20/2005	\$0	\$0
644	PVC for Bio-Solids	5/6/2006	\$36	\$44
647	Plumbing Parts/PVC	5/8/2006	\$35	\$43
649	Paint for Bio-Solids	5/9/2006	\$0	\$0
655	Sheet Metal for Expansion Joints	6/19/2006	\$26	\$33
656	Tests for Bio-Solids	6/23/2006	\$2,179	\$2,681
657	Paint	6/26/2006	\$0	\$0
658	Threadlocker	6/28/2006	\$0	\$0
			\$1,447,518	\$1,931,683

Location: Discharge Pipeline

WASTEWATER

89	NYRSamples	4/25/2001	\$430	\$599
96	Engineering Services	6/30/2001	\$1,725	\$2,406
97	Copper Discharge Study Testing	6/30/2001	\$2,714	\$3,785
117	Testing for Copper Study	10/25/2001	\$40	\$56
119	NTRStudy	11/1/2001	\$903	\$1,260
120	NTRStudy	11/1/2001	\$21	\$29
121	Engineering for Copper Study	11/1/2001	\$175	\$244
124	Testing for Copper Study	11/5/2001	\$40	\$56
126	Copper discharge study consulting	11/9/2001	\$555	\$773
129	Testing for copper study	11/20/2001	\$40	\$56
139	Testing for Copper Study	12/13/2001	\$40	\$56
143	Testing for Copper Study	12/31/2001	\$40	\$56
149	Testing for Copper Study	1/16/2002	\$40	\$56
157	Testing for Copper Study	2/19/2002	\$40	\$56
158	Testing for Copper Study	2/28/2002	\$40	\$56
162	Testing for Copper Study	3/19/2002	\$40	\$56
167	Testing for Copper Study	3/29/2002	\$53	\$75
169	Copper discharge study consulting	4/2/2002	\$293	\$412
172	Copper Discharge Study Consulting	4/3/2002	\$53	\$75
184	Testing for Copper Study	4/29/2002	\$53	\$75
186	Testing for Copper Study	5/7/2002	\$53	\$75
191	Testing for Copper Study	5/20/2002	\$53	\$75
198	Copper discharge study consulting	5/31/2002	\$320	\$449
209	Copper Discharge Study Consulting	6/28/2002	\$160	\$225
245	Herwitt Engineering	9/3/2002	\$14,794	\$20,765
258	Herwitt Engineering	10/3/2002	\$583	\$818
271	Herwitt Engineering	11/11/2002	\$14,455	\$20,289
282	Herwitt Engineering	12/9/2002	\$1,165	\$1,582
298	Herwitt Engineering	1/5/2003	\$7,612	\$10,342
308	Herwitt Engineering	2/4/2003	\$30,723	\$41,739
316	EIP Associates-Consultant	2/28/2003	\$4,012	\$5,451
332	EIP Associates-Consultant	3/26/2003	\$3,096	\$4,206
342	EIP Associates-Consultant	4/23/2003	\$3,513	\$4,773

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
348	EIP Associates-Consultant	5/22/2003	\$3,409	\$4,632
356	EIP Associates-Consultant	6/27/2003	\$6,071	\$8,248
359	Herwitt Engineering	6/30/2003	\$540	\$734
360	EIP Associates-Consultant	6/30/2003	\$4,444	\$6,038
364	EIP Associates -Consultant	9/4/2003	\$3,160	\$4,293
368	Kleinfelder -Consultant	9/18/2003	\$218	\$296
371	EIP Associates -Consultant	10/16/2003	\$1,915	\$2,602
373	Kleinfelder -Consultant	11/6/2003	\$1,426	\$1,937
374	Kleinfelder -Consultant	11/6/2003	\$636	\$864
382	Moore Biological Consultants	12/4/2003	\$124	\$165
384	EIP Associates -Consultant	12/18/2003	\$743	\$991
398	Kleinfelder -Consultant	3/8/2004	\$4,583	\$6,111
402	Dept. ofFish & Game Diffuser	3/20/2004	\$638	\$850
403	Roessler Assoc. -Appraisal	3/20/2004	\$2,888	\$3,850
405	State Water Resources -Pennit	3/25/2004	\$413	\$550
408	Herwitt Engineering	4/13/2004	\$17,651	\$23,536
418	Kleinfelder -Consultant	4/27/2004	\$22,648	\$30,198
419	Herwitt Engineering	4/27/2004	\$24,722	\$32,964
427	Herwitt Engineering	5/25/2004	\$9,974	\$13,300
433	Filing Fee	6/10/2004	\$4,971	\$6,628
435	Herwitt Engineering #46	6/30/2004	\$3,698	\$4,931
479	DB STP Export Pump Station	6/1/2004	\$47,409	\$63,214
481	Herwitt Engineering #47	6/30/2004	\$31,354	\$41,807
490	Herwitt Engineering -Inv.#36	8/5/2003	\$2,991	\$4,063
491	Herwitt Engineering -Inv#37	9/3/2003	\$1,464	\$1,989
492	Herwitt Engineering -Inv #38	10/31/2003	\$990	\$1,345
493	Herwitt Engineering -Inv #39	12/5/2003	\$13,769	\$18,360
494	Helwitt Engineering -Inv #40	12/5/2003	\$2,661	\$3,548
495	Herwitt Engineering -Inv #41	1/8/2004	\$743	\$990
496	Herwitt Engineering -Inv #42	2/8/2004	\$8,984	\$11,980
503	Clayborn Contracting -inv#40 13-2	7/1/2004	\$97,634	\$130,184
504	Kleinfelder -Consultant -Inv#1847	7/7/2004	\$1,410	\$1,879
505	Towill Surveying -inv#691	7/8/2004	\$2,578	\$3,438
506	Kleinfelder -Consultant -Inv#1788	7/8/2004	\$231	\$309
512	Towill Surveying -Inv#7102	7/31/2004	\$3,576	\$4,768
513	Helwitt Engineering -Inv#48	7/31/2004	\$19,153	\$25,539
514	Clayborn Contracting -Inv#4013-0:	8/1/2004	\$91,906	\$122,547
515	Kleinfelder Consulting -Inv#19051	8/4/2004	\$702	\$937
520	Komex-H20 Science -Inv#100000(8/20/2004	\$26,058	\$34,746
521	Property Reserve-Export Pipeline t	8/24/2004	\$1,696	\$2,261
524	Pipeline Valves -Wilson & Sons (it	8/31/2004	\$3,897	\$5,196
526	Clayborn Contracting -Inv#4013-0'	9/1/2004	\$62,316	\$83,091
527	Moore Biologist Consultants	9/3/2004	\$939	\$1,252
528	Towill-Surveying & Staking -Inv#	9/4/2004	\$2,003	\$2,671
529	Ferguson Enterprises -Inv#2777 I 0	9/9/2004	\$50,394	\$67,195
530	Herwitt Engineering -Inv#49	9/10/2004	\$12,062	\$16,084
531	Materials -Red Valve Inv#285023	9/10/2004	\$13,512	\$18,016
533	Materials -Ferguson Enterprises In'	9/14/2004	\$13,140	\$17,521
534	Materials -Ferguson Enterprises In'	9/14/2004	\$579	\$772
535	Materials -Red Valve Inv#285194	9/16/2004	\$15,139	\$20,187
536	Old River Bathymetric Survey	9/16/2004	\$4,138	\$5,518
537	Materials -Red Valve Inv.#285160	9/16/2004	\$15,558	\$20,745
540	Fabricated Piping -lifco Inv#8452	9/22/2004	\$103,930	\$138,580
541	Mobilization & 16 Pipe -Tideland	9/25/2004	\$191,520	\$255,372
544	18 Diameter Outfall & Dual 30" 0 "	9/30/2004	\$338,969	\$451,980
545	Clayborn Contracting -Appl#5	10/1/2004	\$117,795	\$157,067
546	Steel -lifco Inv#8506	10/6/2004	\$51,754	\$69,008
547	Towill Surveying -Inv#582	10/7/2004	\$9,397	\$12,530
548	Herwitt Engineering -Inv#50	10/10/2004	\$9,121	\$12,162
555	Kleinfelder -Inv#208369	10/24/2004	\$309	\$412
556	Tidelands Const -Appl#1	10/25/2004	\$47,532	\$63,378
557	Analysis -Frontier GeoSciences 1m	10/31/2004	\$142	\$189
558	Clayborn Contracting -Inv#4013-01	11/1/2004	\$143,816	\$191,764
560	Dutra Constr -MC-41 I Appl#2	11/5/2004	\$296,953	\$395,956
561	Herwitt Engineering -Inv#51	11/8/2004	\$3,483	\$4,645
566	Kleinfelder Inv#214627	11/23/2004	\$159	\$212
567	Clayborn Contracting -Appl#7	12/1/2004	\$52,673	\$66,482

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
568	Herwitt Engineering -InV#52	12/9/2004	\$1,470	\$1,856
570	PVC Parts -General Plumbing	12/15/2004	\$161	\$203
571	PVC Parts -General Plumbing	12/20/2004	\$19	\$24
575	Clayborn Contracting -Appl#8	1/1/2005	\$20,788	\$26,234
576	Herwitt Engineering -InV#53	1/11/2005	\$4,491	\$5,668
580	Sherrill Big Shot Deluxe Kit -Rescl	1/25/2005	\$253	\$319
581	Herwit Engineering -InV#54	2/3/2005	\$1,247	\$1,573
583	Clayborn Contracting -Inv#4013-0'	2/25/2005	\$8,459	\$10,675
584	Dutra Constr -Appl#3	12/22/2004	\$43,872	\$55,374
585	Pernlit Agreements	3/1/2005	\$1,933	\$2,440
589	Kleinfelder InV#236122	3/16/2005	\$182	\$230
594	Clayborn Contracting -retention	5/17/2005	\$5,414	\$6,807
598	Clayborn Contracting -Inv#4013-11	5/31/2005	<u>\$4,579</u>	<u>\$5,757</u>
			\$2,212,155	\$2,943,792

Location: Treatment and Collections

SHARED

3	Treatment and Collections System	7/1/1993	\$2,084,281	\$3,438,750
7	Telemetry System Upgrades	1/1/1999	\$2,529	\$3,837
14	SCADA	7/1/1999	\$0	\$0
16	SCADA	8/18/1999	\$0	\$0
17	SCADA	8/27/1999	\$0	\$0
21	SCADA	9/1/1999	\$0	\$0
23	SCADA	9/15/1999	\$0	\$0
26	Spare Level Transducers	10/6/1999	\$0	\$0
27	SCADA/Smoke Alarms	10/6/1999	\$0	\$0
28	SCADA/Printer	10/6/1999	\$0	\$0
29	SCADA	10/20/1999	\$0	\$0
30	SCADA	10/20/1999	\$0	\$0
33	Elevate Manhole	11/3/1999	\$638	\$967
36	SCADA	12/4/1999	\$0	\$0
42	ECO Res-Bay Area Process	1/19/2000	\$4,755	\$7,244
43	SCADA	1/19/2000	\$0	\$0
44	SCADA	1/19/2000	\$0	\$0
49	SCADA	2/15/2000	\$0	\$0
50	SCADA	2/16/2000	\$0	\$0
51	SCADA	2/16/2000	\$0	\$0
52	SCADA	4/5/2000	\$0	\$0
53	Replace 10 Check Valve Well 2 "	4/19/2000	\$4,836	\$7,369
57	Fiber markers for water and sewer	5/3/2000	\$0	\$0
62	SCADA	5/17/2000	\$0	\$0
63	SCADA	5/17/2000	\$0	\$0
65	Install New Pump	6/7/2000	\$0	\$0
66	Land Survey	6/7/2000	\$2,384	\$3,632
76	SCADA	6/30/2000	\$0	\$0
84	Back up CPU for SCADA	11/20/2000	\$0	\$0
88	SCADA System Upgrade	4/1/2001	\$0	\$0
232	SCADA-General Support	8/1/2002	\$53	\$74
327	SCADA-System Upgrade	3/7/2003	\$1,522	\$2,067
330	SCADA-Computer Upgrade	3/13/2003	\$224	\$305
331	SCADA-Remaining Computer Part	3/21/2003	\$14	\$19
337	SCADA-System Upgrade	4/3/2003	\$948	\$1,288
354	SCADA-System Upgrade	6/18/2003	\$1,469	\$1,996
377	SCADA -System Upgrade	12/3/2003	\$212	\$283
573	SCADA System Integration Support	12/31/2004	\$79	\$99
574	DB Export Pump Station -Meyer C	12/29/2004	\$10,132	\$12,788
587	Meyer Control Group -InV#2446-0	3/8/2005	\$4,700	\$5,933
613	DO Control System -Automate Ox-	1/24/2006	\$2,085	\$2,557
639	Rehab Manholes	4/11/2006	\$547	\$673
640	Rehab Manholes	4/11/2006	\$511	\$628
642	Scada System Upgrades	4/28/2006	\$4,157	\$5,110
645	Scada Upgrade (Monitor&Compute	5/6/2006	\$556	\$683
683	Scada System Upgrade	11/29/2006	\$2,647	\$3,013
686	Scada System Upgrade	1/31/2007	\$3,760	\$4,291
687	Scada System Upgrade	2/28/2007	\$4,678	\$5,339
688	Scada System Upgrade	2/28/2007	\$633	\$722
689	Scada System Upgrade	3/30/2007	\$1,927	\$2,198

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
694	Scada System Set Up	6/1/2007	\$594	\$681
755	Vacuum Truck Dump Station	12/30/2009	\$28,926	\$30,899
737	Polymer Pump (LMI B7 series pum	6/30/2009	\$834	\$889
WATER				
12	Pipe Support on Well 1	6/16/1999	\$1,571	Not Included
15	LSCE-Water Treatment	7/22/1999	\$110	\$167
19	Repaired 2 Irrigation Service	9/1/1999	\$1,478	\$2,242
34	Leak Survey-Water System	11/3/1999	\$0	\$0
35	LSCE-Water Master Plan	12/1/1999	\$4,212	\$6,417
37	LSCE-Water Master Plan	12/15/1999	\$778	\$1,185
45	LSCE-Water Master Plan	1/19/2000	\$1,735	\$2,643
46	Repair Water Leak	2/2/2000	\$1,438	\$2,191
47	Repair Water Leak	2/2/2000	\$3,075	\$4,685
54	Copper discharge study	4/19/2000	\$194	\$295
56	Paved Well2	5/3/2000	\$1,702	Not Included
61	LSCE-Water Treatment	5/17/2000	\$3,442	\$5,245
68	Copper discharge study	6/21/2000	\$2,838	\$4,324
70	LSCE-Water Treatment	6/30/2000	\$1,874	\$2,855
71	Repair Water Leak	6/30/2000	\$7,273	\$11,081
72	Land Survey -Water Treatment	6/30/2000	\$439	\$668
73	LSCE -Water Treatment	6/30/2000	\$3,155	\$4,806
74	LSCE -Water Treatment	6/30/2000	\$7,428	\$11,317
75	LSCE -Water Treatment	6/30/2000	\$1,406	\$2,142
80	Rebuilt LS D" Pump "	10/4/2000	\$0	\$0
341	Well #2 Lighting	4/22/2003	\$36	Not Included
650	Supplies to put Meter #'s on Curb	5/9/2006	\$22	Not Included
651	6 Meters	5/18/2006	\$3,139	Not Included
662	Scada System Upgrade-Newport	8/3/2006	\$3,906	\$4,792
668	10 Meters	8/31/2006	\$3,445	Not Included
669	92 Meters "	9/8/2006	\$8,223	Not Included
670	3 Meter at Athletic Club	9/14/2006	\$1,603	Not Included
675	Meter at Marina	10/25/2006	\$894	Not Included
677	2 Water Meters	10/17/2006	\$808	Not Included
681	2 Meter at Marina & Clubhouse	11/7/2006	\$2,722	Not Included
692	Meter Couplers	4/25/2007	\$410	Not Included
709	Meters	2/21/2008	\$4,658	Not Included
719	Water Meter -Yawl Street	7/16/2008	\$991	Not Included
726	Digital Pump -Willow Lake WTP	2/20/2009	\$636	\$677
727	Digital Pump & Tubing	5/6/2009	\$1,305	\$1,390
748	30 5/8 Water Meters-DB SW "	7/28/2009	\$2,954	Not Included
750	30 Water Meters	9/11/2009	\$2,984	Not Included
735	2 Water Meters -Firewood/DB Blve	5/6/2009	\$693	Not Included
757	130 Water Meters -Centex Area	2/4/2010	\$7,953	Not Included
759	Lids & Boxes for Water Meters	4/20/2010	\$740	Not Included
762	60 Water Meters & Bodies	5/5/2010	\$4,135	Not Included
763	Water Meter-New Church on Bixler	5/11/2010	\$410	Not Included
772	200 Water Meters	9/16/2010	\$14,803	Not Included
773	23 Water Meters	9/16/2010	\$4,420	Not Included
WASTEWATER				
20	Video Inspection of Sanitary	9/1/1999	\$352	\$534
41	UV Ballast Replacement	1/19/2000	\$0	\$0
48	Clarifier #2 Lift Pump #2	2/14/2000	\$0	\$0
67	Lift Station J Pump #1	6/21/2000	\$0	\$0
77	Computer for WWTP	7/11/2000	\$0	\$0
81	Clarifier Lift Pump	11/2/2000	\$0	\$0
91	Effluent Flow Meter	4/30/2001	\$0	\$0
310	SCADA-Support for WWTP Exp #:	2/7/2003	\$244	\$331
388	Hansen Painting -WWTP #1	1/15/2004	\$9,508	\$12,677
698	Chopper Pumps -Lift Station A&D	7/16/2007	\$17,834	\$20,421
702	Submersible Chopper Pump-LS #F	9/20/2007	\$13,528	\$15,475
706	Self-Priming Chopper Pump-LS #A	12/14/2007	\$924	\$1,051
707	Vaughan Pump -Lift Station #D	1/30/2008	\$948	\$1,078
708	Vaughan Pump -Lift Station #A	2/1/2008	\$948	\$1,078
711	Lift Station #D Pump	4/9/2008	\$810	\$919
722	Pump & Aerobic Digester -WWTP	11/10/2008	\$3,085	\$3,257
731	UV System Upgrade	4/13/2009	\$9,347	\$9,951
732	LS #E 10RP Chopper Pump	5/13/2009	\$9,890	\$10,536

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
733	LS #E Vaughan Pump	6/3/2009	\$2,669	\$2,847
736	Digital Pump & Meter Box	6/30/2009	\$1,389	\$1,482
738	Pump -Lift Station #S	6/30/2009	\$9,505	\$10,139
740	UV System Upgrade	3/19/2009	\$16,769	\$17,848
742	UV Instruments & Mission RTU	6/23/2009	\$10,785	\$11,505
760	Siemens Module Flowmeter-WWTP	3/22/2010	\$926	\$989
769	Discovery Point Sewer Pipe Rep1ac,	8/13/2010	\$147,823	\$154,922
775	Discovery Point Sewer Pipe ReplaCi	1/20/2011	\$16,635	\$17,078
777	Cheny Rills Drive Sewer Replacem	4/13/2011	\$31,710	\$32,412
779	Cherry Hills Drive Sewer Replacem	5/25/2011	<u>\$76,930</u>	<u>\$78,626</u>
			\$2,669,222	\$4,018,614

Location: Wastewater Treat. Plant 2

WASTEWATER

102	WWTP	8/3/2001	\$8,027	\$11,193
103	Delivery Service ofHerwit Enginee	8/29/2001	\$236	\$329
107	WWTP	8/31/2001	\$4,489	\$6,260
113	WWTP	10/15/2001	\$7,635	\$10,646
125	WWTP	11/9/2001	\$7,259	\$10,122
132	Rip Rock for WWTP	11/30/2001	\$389	\$542
133	Rip Rock for WWTP	11/30/2001	\$229	\$319
135	WWTPExp	12/6/2001	\$4,828	\$6,777
140	Delivery Service to Herwit EngineeJ	12/14/2001	\$34	\$48
141	Delivery Service of Herwit Enginee	12/17/2001	\$68	\$95
142	Delivery Service of Herwit Enginee	12/30/2001	\$233	\$327
144	WWTPExp	1/4/2002	\$6,437	\$9,035
146	Delivery Service ofHerwit Enginee	1/7/2002	\$34	\$48
148	Delivery Service of Herwit Enginee	1/14/2002	\$34	\$48
150	Delivery Service of Herwit Enginee	1/21/2002	\$68	\$95
151	Delivery Service of Herwit Enginee	1/28/2002	\$34	\$48
152	WWTPExp	2/1/2002	\$8,414	\$11,811
154	Delivery Service of Herwit Enginee	2/4/2002	\$102	\$143
156	Delivery Service ofHerwit Enginee	2/18/2002	\$34	\$48
159	WWTPExp	3/1/2002	\$9,254	\$12,989
160	Delivery Service of Herwit Enginee	3/4/2002	\$68	\$95
168	WWTPExp	4/2/2002	\$12,391	\$17,392
171	WWTPExp	4/3/2002	\$12,556	\$17,624
180	Delivery Service of Herwit Enginee	4/15/2002	\$68	\$95
181	Delivery Service of Herwit Enginee	4/22/2002	\$34	\$48
197	WWTPExp	5/31/2002	\$10,483	\$14,714
208	WWTPExp	6/28/2002	\$20,289	\$28,478
213	Newport Drive WTP SCADA	6/30/2002	\$210	\$295
214	WWTP Exp SCADA	6/30/2002	\$1,403	\$1,969
226	All Weather Sampler	7/29/2002	\$1,502	\$2,108
230	Herwit Engineering for WWTP	7/31/2002	\$13,380	\$18,780
235	Hoist for UV @ WWTP	8/12/2002	\$3,853	\$5,408
239	WAS Piping Modifications	8/29/2002	\$800	\$1,123
244	Herwit Engineering for WWTP	9/3/2002	\$7,290	\$10,233
257	Herwit Engineering for WWTP	10/3/2002	\$3,645	\$5,116
265	SCADA for WWTP	10/31/2002	\$1,122	\$1,575
270	Herwit Engineering for WWTP	11/11/2002	\$10,121	\$14,206
273	Gearbox & Handwhee1 for WWTP	11/13/2002	\$424	\$594
275	Pennit for WWTP Expansion	11/26/2002	\$3,643	\$5,114
281	Herwit Engineering for WWTP	12/9/2002	\$8,731	\$11,862
295	Chain Hoist & Load Test for #2	12/31/2002	\$500	\$680
297	Herwit Engineering for WWTP	1/5/2003	\$5,027	\$6,830
305	Rip Rock for WWTP	1/31/2003	\$336	\$457
306	Rip Rock for WWTP	1/31/2003	\$231	\$314
307	Herwit Engineering for WWTP	2/4/2003	\$3,668	\$4,984
313	Adm. Costs for WWTP Clarifier	2/20/2003	\$329	\$447
318	Herwit Engineering for WWTP	3/4/2003	\$3,469	\$4,713
338	Herwit Engineering for WWTP	4/7/2003	\$5,886	\$7,997
344	Herwit Engineering for WWTP	5/7/2003	\$498	\$676
351	Herwit Engineering for WWTP	6/7/2003	\$444	\$603
379	Techknowison -Scada Expansion	12/3/2003	\$443	\$591
381	SCADA -System Upgrade	12/3/2003	\$190	\$253
407	Herwit -Clarifier	4/13/2004	\$2,223	\$2,965

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
417	Herwir -Clarifier	4/27/2004	\$4,175	\$5,566
424	Kleinfelder-Clarifier	5/12/2004	\$248	\$331
426	Herwit -Clarifier Inv#47	5/25/2004	\$681	\$907
434	Herwit -Clarifier -Inv #46	6/30/2004	\$1,134	\$1,513
497	Herwit -Clarifier -Inv #40	12/5/2003	\$124	\$165
498	Herwit -Clarifier -Inv #41	1/8/2004	\$2,558	\$3,410
499	Herwit -Clarifier -Inv #42	2/8/2004	\$2,654	\$3,539
500	Herwit -Clarifier -Inv #45	5/13/2004	\$681	\$907
525	Solar Bee 10000 Aerator	8/31/2004	\$25,315	\$33,755
538	Herwitt Engineering -Inv#49	9/10/2004	\$319	\$426
599	Clarifier Addition -Conco West	6/6/2005	\$14,900	\$18,684
600	Clarifier -Kleinfelder InV#184508	7/6/2004	\$581	\$775
601	Clarifier -Kleinfelder InV#191267	8/4/2004	\$850	\$1,133
602	Clarifier -Kleinfelder InV#196518	8/31/2004	\$919	\$1,225
628	Rip Rap for WWTP #2	3/17/2006	\$2,128	\$2,617
630	Rip Rap for WWTP #2	3/31/2006	\$3,174	\$3,903
634	Rip Rap for WWTP #2	4/5/2006	\$2,157	\$2,652
637	Rip Rap for WWTP #2	4/10/2006	\$1,916	\$2,355
741	Wastewater Treat Plant 2 Expansion	6/26/2009	\$15,260,717	\$16,279,392
			\$15,518,324	\$16,632,515

Location: Wetlands

WASTEWATER

695	Effluent Pump & Pipe Fittings (Wet	6/6/2007	\$568	\$651
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Location: Willow Lake WT Facility

WATER

78	Analysis	9/26/2000	\$556	\$847
85	Rip Rock for Willow Lake Site	12/16/2000	\$363	\$506
87	Iron Magnanese Removal Tanks	3/21/2001	\$33,026	\$46,051
90	POP Holding for Water Line	4/30/2001	\$2,102	\$2,931
92	Weed Abatement @ Water Treatme	6/1/2001	\$563	\$785
93	Applications for Generators	6/20/2001	\$546	\$762
95	Engineering	6/30/2001	\$68,693	\$95,786
98	Escrow Payment ofLand	7/11/2001	\$1,079	\$1,505
99	Permit for Generators for Willow LI	7/16/2001	\$369	\$514
100	Permit fees for Willow Lakes	7/16/2001	\$743	\$1,035
104	Title Premium & Escrow on Land	8/30/2001	\$6,488	\$9,047
105	Rip Rock for Willow Lake Site	8/31/2001	\$215	\$300
106	Rip Rock for Willow Lake Site	8/31/2001	\$187	\$260
108	Grading ofWillow Lake Site	9/14/2001	\$29,384	\$40,973
109	Install 2 Waterline@ Willow Lake	9/14/2001	\$1,308	\$1,824
110	Rip Rock for Willow Lake Site	9/21/2001	\$427	\$596
111	Rip Rock for Willow Lake Site	9/21/2001	\$371	\$518
112	Surveying for Willow Lake Site	9/26/2001	\$1,943	\$2,709
115	Fence for Willow Lake Site	10/23/2001	\$8,294	\$11,565
118	Fence for Willow Lake Site	10/29/2001	\$256	\$357
122	Install all weather roadway	11/2/2001	\$11,303	\$15,760
123	Installation of 6' high fence @ Pone	11/5/2001	\$649	\$905
128	Trees for Willow Lake Site	11/14/2001	\$1,103	\$1,539
130	8 Stakes for trees @ Willow Lake "	11/21/2001	\$0	\$0
134	Surveyor for Willow Lake Site	12/3/2001	\$64	\$90
136	Surveyor for Willow Lake Site	12/7/2001	\$935	\$1,312
137	Rip Rock for Willow Lake Sites	12/13/2001	\$484	\$679
138	Rip Rock for Willow Lake Site	12/13/2001	\$661	\$928
147	Electrical engineering for Willow	1/9/2002	\$2,475	\$3,474
155	Land Use Pem1it	2/7/2002	\$2,063	\$2,895
163	Reimburse Hoffman for LSCE	3/20/2002	\$11,250	\$15,790
164	Reimburse Hoffinan for NW Penn	3/26/2002	\$27,254	\$38,254
165	Reimburse Hoffman U. Pipe Inv.	3/26/2002	\$2,966	\$4,163
166	Reimburse Hoffman U. Pipe Inv.	3/26/2002	\$40	\$56
174	Reimburse Hoffman for NW Penn	4/12/2002	\$40,246	\$56,490
175	Reimburse Hoffman for NW Pem1	4/12/2002	\$16,154	\$22,675
176	Reimburse Hoffinan for NW Penn	4/12/2002	\$7,116	\$9,988
177	Reimburse Hoffman for NW Penn	4/12/2002	\$270,839	\$380,156
178	Reimburse Hoffman for NW Penn	4/12/2002	\$1,996	\$2,802
179	Reimburse Hoffinan for NW Penn	4/12/2002	\$92,282	\$129,530
182	Reimburse Hoffman for LSCE	4/23/2002	\$5,367	\$7,533

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
183	Contractor for Willow Lake #1	4/26/2002	\$134,541	\$188,845
185	Engineering for Willow Lake	4/30/2002	\$3,968	\$5,569
187	Testing for Willow Lake	5/13/2002	\$116	\$162
189	Surveyor for Willow Lake Site	5/15/2002	\$1,136	\$1,595
190	Reimburse Hoffman U. Pipe Inv.	5/17/2002	\$323	\$453
192	Contractor for Willow Lake #2	5/29/2002	\$49,748	\$69,827
193	Water Transmission Main Contra	5/29/2002	\$84,014	\$117,924
194	Hofmann-NW Pennastore-#2023	5/30/2002	\$68,376	\$95,975
195	Hoffinan-NW Pennastore (storage to	5/31/2002	\$38,587	\$54,162
196	Engineering for Willow Lake	5/31/2002	\$3,384	\$4,750
200	Hoffmann-Reimb. for LSCE #17179	6/3/2002	\$6,263	\$8,791
201	Reimburse Hoffman U. Pipe Inv.	6/4/2002	\$283	\$397
202	Hofinann-Reimb. for United Pie IN'	6/4/2002	\$5,500	\$7,720
203	Filter tanks for Willow Lake	6/6/2002	\$56,233	\$78,930
204	Surveyor for Willow Lake Site	6/10/2002	\$437	\$614
205	Contractor for Willow Lake #3	6/21/2002	\$117,686	\$165,188
206	Contractor for Water Transmission	6/25/2002	\$124,413	\$174,630
207	Compact testing for Willow Lake	6/26/2002	\$420	\$590
211	Container for rubble at Willow	6/30/2002	\$351	\$492
212	Engineering for Willow Lake	6/30/2002	\$635	\$892
217	Compact testing for Willow Lake	7/2/2002	\$1,192	\$1,673
218	Compacting Testing	7/21/2002	\$307	\$431
219	Conco West -Billing #4-	7/23/2002	\$210,962	\$296,112
220	Repairs to Irrigation at DBAC	7/23/2002	\$203	\$285
221	TechKnowison from AIP search	7/25/2002	\$77	\$107
223	Water Transmission Main Contra	7/25/2002	\$61,407	\$86,193
225	Kleinfelder	7/26/2002	\$1,192	\$1,673
227	Newport Dr. WTP SCADA Supp	7/31/2002	\$472	\$662
228	Filter Tanks	7/31/2002	\$19,846	Not included
229	Engineering for Willow Lake	7/31/2002	\$832	\$1,168
234	Surveying	8/10/2002	\$848	\$1,190
238	Willow Lake WTP Contract #5 B	8/28/2002	\$289,647	\$406,556
240	Compact Testing	8/30/2002	\$940	\$1,320
241	Water Transmission Main	8/30/2002	\$46,891	\$65,818
242	Water Transmission Main	8/30/2002	\$42,401	\$59,516
243	Engineering for Willow Lake	8/31/2002	\$5,816	\$8,164
247	PVC Piping for Willow Lake	9/4/2002	\$44	\$62
248	Kleinfelder-Concrete Compact Test	9/5/2002	\$306	\$429
249	Compacting Testing	9/23/2002	\$534	\$749
250	Willow Lake WTP Contract #6 B	9/25/2002	\$114,568	\$160,810
251	Engineering for Electric Service	9/25/2002	\$18,621	\$26,137
252	Luhdorff-Engineering for W.L.	9/30/2002	\$2,059	\$2,890
253	Reimb. for Kleinfe1der	10/1/2002	\$718	\$1,008
254	Reimb. for LSCE Inv.#16082	10/1/2002	\$360	\$505
255	Reimb. for LSCE Inv. #16014	10/1/2002	\$583	\$818
256	Kleinfelder-Concrete Compact Test	10/3/2002	\$146	\$205
260	Concrete Compact Test	10/21/2002	\$165	\$232
261	Water Transmission Main	10/21/2002	\$60,272	\$84,600
262	Generator for Willow Lake WTP	10/28/2002	\$109,782	\$154,093
263	Conco West Contract Billing #7	10/30/2002	\$58,266	\$81,784
264	Luhdorff-Engineering for W.L.	10/31/2002	\$4,302	\$6,038
266	Irrigation Supplies for W.L.	11/1/2002	\$568	\$797
267	Limit Switches	11/7/2002	\$1,624	\$2,280
268	Easement Cost	11/7/2002	\$6,809	\$9,557
274	Locks for Willow Lake WTP	11/20/2002	\$241	\$338
277	Conco West Contract Billing #8	11/27/2002	\$61,331	\$86,086
278	Conduit & Pipe for Willow Lake	11/27/2002	\$199	\$280
279	Luhdorff-Engineering for W.L.	11/30/2002	\$5,147	\$7,225
280	Planters Mix for Willow Lake	12/4/2002	\$0	\$0
284	County Paving-Grade Lot	12/11/2002	\$1,147	\$1,558
285	Filter for Willow Lake	12/12/2002	\$915	\$1,244
288	Rip Rock for Willow Lake Site	12/16/2002	\$420	\$570
290	Delta Fence-Chain Link Fence	12/18/2002	\$1,312	\$1,782
291	Conco West Contract Billing #9	12/19/2002	\$39,355	\$53,467
292	Luhdorff-Engineering for W.L.	12/31/2002	\$1,404	\$1,907
293	Dry Briquettes	12/31/2002	\$0	\$0
294	Kleinfe1der-Concrete Compact Test	12/31/2002	\$360	\$490

Asset	Property Description	Date in Service	Net Book	Replacement Cost New
			Value	Less Depreciation
303	Hofmann Reimb. for NW Penn Inv.	1/30/2003	\$30,953	\$42,051
304	Luhdorff-Engineering for W.L.	1/31/2003	\$2,013	\$2,735
311	Conco West Contract Billing #10	2/10/2003	\$24,013	\$32,624
314	Luhdorff-Engineering for W.L.	2/28/2003	\$2,508	\$3,408
315	Final Pymt. Filter Tanks	2/28/2003	\$2,205	\$2,996
328	Stone Veneer Mailbox Willow Lake	3/10/2003	\$1,423	\$1,933
329	Railing for Inside of Booster	3/10/2003	\$2,274	\$3,089
333	LuhdorffEngineering for WL	3/31/2003	\$3,767	\$5,117
336	Water Transmission Main	4/2/2003	\$1,815	\$2,466
340	Conco West Contract Billing #11	4/22/2003	\$21,440	\$29,127
343	Luhdorff-Engineering for W.L.	4/30/2003	\$908	\$1,233
347	Trees for Willow Lake WTP	5/20/2003	\$379	\$515
349	LuhdorffEngineering for WL	5/31/2003	\$584	\$793
353	SCADA Support for Willow Lake	6/10/2003	\$1,418	\$1,927
355	Conco West Contract Billing #12	6/23/2003	\$28,504	\$38,725
357	Hoffmann Reimb. for LSCE Inv.	6/30/2003	\$8,759	\$11,899
358	LuhdorffEngineering for WL	6/30/2003	\$1,167	\$1,585
365	Loprest -Bray Series 50 Limit Swit,	9/4/2003	\$278	\$377
366	Luhdorff-Engineering for W.L.	9/4/2003	\$2,183	\$2,965
367	Conco -Billing #12 Proj. 220060	9/10/2003	\$31,671	\$43,027
369	Kirk Welding -Welding Braces	9/18/2003	\$454	\$616
370	Luhdorff-Engineering for W.L.	10/2/2003	\$820	\$1,114
375	Luhdorff-Engineering for W.L.	11/6/2003	\$2,106	\$2,861
378	Techknowison -Scada Support	12/3/2003	\$526	\$702
380	Techknowison -Scada Support	12/3/2003	\$440	\$587
383	Luhdorff-Engineering for W.L.	12/4/2003	\$256	\$342
387	Luhdorff-Engineering for W.L.	1/8/2004	\$363	\$484
395	Luhdorff-Engineering for W.L.	2/5/2004	\$372	\$496
396	Delta Fence -Barb Wire Repair	2/6/2004	\$353	\$471
406	Luhdorff-Engineering for W.L.	3/31/2004	\$1,750	\$2,334
412	Borges & Mahoney -Metering Pum	4/14/2004	\$0	\$0
422	Luhdorff-Engineering for W.L.	4/30/2004	\$407	\$543
431	Luhdorff-Engineering for W.L.	5/31/2004	\$182	\$242
432	Techknowison -Scada Support	6/2/2004	\$747	\$996
501	Conco West Retention Billing -Inv	10/15/2003	\$98,909	\$134,376
502	Conco West Retention Billing -Inv	3/30/2004	\$28,875	\$38,502
554	Int Cathodic Prot 100,000 gal bach	10/21/2004	\$5,954	\$7,939
565	Well No.5 -Conco West Inv#4507	11/19/2004	\$15,050	\$20,067
572	Parking Lot Lines -Stripsters	12/28/2004	\$0	\$0
579	Seal Asphalt at WTP Parking Lot	1/19/2005	\$0	\$0
626	Filter C for Willow Lake WTP	3/6/2006	\$94,368	Not included
631	Filter Installation	3/31/2006	\$1,084	Not included
641	Filter Install -Conco West	4/26/2006	\$17,300	Not included
643	Luhdorff& Scalmanini -Engineerir	4/30/2006	\$4,344	Not included
653	Filter Install-Conco West	6/5/2006	\$11,278	Not included
659	Luhdorff& Scalmanini -Engineerir	6/30/2006	\$784	Not included
667	Filter Install-Conco West	8/16/2006	\$9,785	Not included
685	Willow Lake Filter Install	1/19/2007	\$2,434	Not included
721	Gate Valve @ Willow Lake WTP	9/11/2008	\$10,818	\$12,023
			\$3,001,182	\$3,963,493

Location: Vehicles

SHARED

13	District Truck Toolbox/Liner	7/1/1999	\$0	\$0
18	District Truck	9/1/1999	\$0	\$0
55	District Truck-Trailer Setup	5/3/2000	\$0	\$0
69	District Truck-Emergency Lights	6/30/2000	\$0	\$0
101	Vac Truck	7/31/2001	\$0	\$0
188	Lateral Kit	5/14/2002	\$0	\$0
617	2006 Chevy Truck HHR	12/5/2005	\$0	\$0
716	2008 Ford F250 w/Utility Box-Wat,	6/26/2008	\$10,764	\$12,129
725	Vac-Truck	3/26/2009	<u>\$173,972</u>	<u>\$185,166</u>
			\$184,735	\$197,295
	TOTAL		\$32,908,594	\$39,244,547



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION NO. 2012-28

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
ESTABLISHING FEES FOR WATER CAPACITY CHARGES
AND WASTEWATER CAPACITY CHARGES**

WHEREAS, the Town of Discovery Bay (TODB), a California Community Services District, requires that new development pay its proportionate share of the cost of capital improvements made necessary by that new development; and

WHEREAS, the TODB implements this requirement through the establishment and setting of Public Facilities fees for water and wastewater capacity charges ("capacity fees") as defined in Government Code Section 66013(b)(3), which are regularly reviewed to assure that they accurately identify costs and the allocation of those costs; and

WHEREAS, on October 3, 2012 the Board of Directors of the Town of Discovery Bay adopted Resolution 2012-23 establishing fees for water capacity charges and wastewater capacity charges; and

WHEREAS, after the adoption of Resolution 2012-23 it was determined that there was a need to adjust the fees due to an omission of information relative to those projects that only affect the Hofmann Land Development Company's Discovery Bay West residential development project; and

WHEREAS, for at least fourteen (14) days prior to the public hearing, a copy of the Bartle Wells Associates Final Technical Memorandum dated October 15, 2012 and Public Notice was available for public review at the District Office, 1800 Willow Lake Road, Discovery Bay, CA, and it was posted to the TODB website at www.todb.ca.gov; and

WHEREAS, the TODB embarked and completed a Water Master Plan and a Wastewater Master Plan that identified future development and associated infrastructure improvements; and

WHEREAS, the TODB engaged the services of Bartle Wells Associates to review those master plans and existing assets and develop a comprehensive Capacity Fee Technical Memorandum; and

WHEREAS, that Technical Memorandum has been completed and submitted to the TODB on October 15, 2012 and identifies water capacity fees and wastewater capacity fees; and

WHEREAS, on November 7, 2012 the Board of Directors of the Town of Discovery Bay conducted a duly noticed public hearing to receive and consider public comments on the FY 2012/13 proposed capacity fee charges, as identified in the Bartle Wells Associates Final Technical Memorandum, Dated October 15, 2012 attached hereto and included by reference.

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

SECTION 1. That Resolution Number 2012-23 adopted on October 3, 2012 be rescinded.

SECTION 2. That the Technical Memorandum prepared by Bartle Wells Associates on behalf of the TODB, and dated October 15, 2012 is included in its entirety as a part of this resolution.

SECTION 3. That Residential Capacity Fees be established as follows:

(A) Water Capacity Fees are to be established at \$3,900.00 per EDU.

(B) Wastewater Capacity Fees are to be established at \$9,860.00 per EDU.

SECTION 4. That Residential Capacity Fees be established as follows for the (Hofmann Company's) Discovery Bay West residential development project:

<u>EDU Count</u>	<u>Water</u>	<u>Wastewater</u>	<u>Total</u>	<u>Description of Commitment</u>
First 284 EDUs	\$297	\$2,789	\$3,086	Included in first 284 EDUs of capacity committed to Hofmann.
Next 337 EDUs	\$3,900	\$2,789	\$6,689	Water EDUs exceed committed capacity to Hofmann. Wastewater EDUs included in committed capacity to Hofmann.
Over 621 EDUs	\$3,900	\$9,860	\$13,760	Exceeds committed capacity to Hofmann.

SECTION 5. That non-residential Water and Wastewater Capacity Fees be established as identified in Tables 5 and 6, respectively of the Technical Memorandum prepared by Bartle Wells Associates.

SECTION 6. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 7th DAY OF November 2012.

V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on November 7, 2012, by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Richard J. Howard
Board Secretary



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

October 3, 2012

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

Agenda Title

Public Hearing to consider the Town of Discovery Bay CSD amending Capacity Charge Fee Program ("Capacity Fee") and adoption of Resolution No. 2012-23

Recommended Action

Conduct Public Hearing and Adopt Resolution No. 2012-23 establishing capacity charges for water and wastewater service pursuant to Government Code §66016

Executive Summary

On January 4, 2012 the Board authorized a contract with Bartle Wells Associates (BWA) to conduct an analysis and make recommendations relative to the Districts Capacity Fee structure. The last time Capacity Fees were adjusted was on February 18, 2004 (Resolution No. 2004-03). At that time, the fees were established at \$297.00 for water service and \$2,789.00 for wastewater service, for a total fee of \$3,086.00. The fees have not been adjusted since that time.

As a parallel component of the facility Master Planning processes, it is important that the District update the fees charged to developers for new construction and what contributions are required to "buy in" to the existing system as well as contribute to those projects that are necessary as a result of new development.

BWA has completed their analysis, and it is thoroughly described in the attached "FINAL DRAFT" Technical Memorandum. However, it should be noted that the capacity fees that are recommended as a result of this study are \$3,900.00 for Water services and \$9,860.00 for Wastewater services, for a total combined Capacity Fee of \$13,760.00.

BWA staff, District staff, and representatives of the Hofmann Company and Pantages Properties participated in the review of the "preliminary draft" as well as this final draft of the study.

It needs to be noted that Hofmann Land Development (HLD) constructed the Newport Water Treatment Plant as well as Wastewater Treatment #2. As a result of that upfront investment, the HLD has "reserved" capacity in both the water treatment and wastewater treatment facilities. The breakdown of that committed capacity is as follows:

EDU Count	Water	Wastewater	Total	Description of Commitment
First 284 EDUs	\$0	\$0	\$0	Included in first 284 EDUs of capacity committed to Hofmann.
Next 337 EDUs	\$3,900	\$0	\$3,900	Water EDUs exceed committed capacity to Hofmann. Wastewater EDUs included in committed capacity to Hofmann.
Over 621 EDUs	\$3,900	\$9,860	\$13,760	Exceeds committed capacity to Hofmann.

BWA staff will be presenting their findings at the meeting and will be prepared to address any questions the Board may have.

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

January 4, 2012 Contract authorization with Bartle Wells Associates to conduct a Capacity Fee Study

Attachments

"Draft" Capacity Fee Study
Resolution 2012-23

AGENDA ITEM: G-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION NO. 2012-23

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
ESTABLISHING FEES FOR WATER CAPACITY CHARGES
AND WASTEWATER CAPACITY CHARGES**

WHEREAS, the Town of Discovery Bay (TODB), a California Community Services District, requires that new development pay its proportionate share of the cost of capital improvements made necessary by that new development; and

WHEREAS, the TODB implements this requirement through the establishment and setting of Public Facilities fees for water and wastewater capacity charges ("capacity fees") as defined in Government Code Section 66013(b)(3), which are regularly reviewed to assure that they accurately identify costs and the allocation of those costs; and

WHEREAS, on October 3, 2012 the Board of Directors of the Town of Discovery Bay conducted a duly noticed public hearing to receive and consider public comments on the FY 2012/13 proposed capacity fee charges, as identified in the Bartle Wells Associates Final Draft Technical Memorandum, attached hereto and included by reference, and

WHEREAS, for at least fourteen (14) days prior to the public hearing, a copy of the Bartle Wells Associates Final Draft Technical Memorandum and Public Notice was available for public review at the District Office, 1800 Willow Lake Road, Discovery Bay, CA, and it was posted to the TODB website at www.todb.ca.gov; and

WHEREAS, the TODB embarked and completed a Water Master Plan and a Wastewater Master Plan that identified future development and associated infrastructure improvements; and

WHEREAS, the TODB engaged the services of Bartle Wells Associates to review those master plans and existing assets and develop a comprehensive Capacity Fee Technical Memorandum; and

WHEREAS, that Technical Memorandum has been completed and submitted to the TODB on September 18, 2012 and identifies water capacity fees and wastewater capacity fees; and

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

SECTION 1. That the Technical Memorandum prepared by Bartle Wells Associates on behalf of the TODB, and dated September 18, 2012 is included in its entirety as a part of this resolution.

SECTION 2. That Residential Capacity Fees be established as follows:

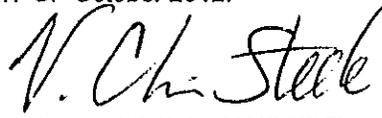
(A) Water Capacity Fees are to be established at \$3,900.00 per EDU.

(B) Wastewater Capacity Fees are to be established at \$9,860.00 per EDU.

SECTION 3. That non-residential Water and Wastewater Capacity Fees be established as identified in Tables 5 and 6, respectively of the Technical Memorandum prepared by Bartle Wells Associates.

SECTION 4. The Board Secretary shall certify the adoption of this Resolution.

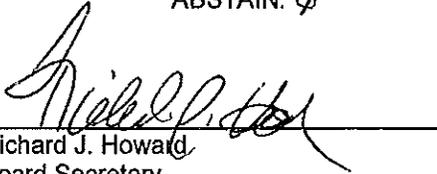
PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF October 2012.



V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on October 3, 2012, by the following vote of the Board:

AYES: 5
NOES: 0
ABSENT: 0
ABSTAIN: 0



Richard J. Howard
Board Secretary



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

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

Agenda Title

Approve and Adopt Resolution No. 2012-29 Establishing a Revolving Fund Pursuant to Government Code §53952

Recommended Action

Rescind Resolution No. 2004-08 and Adopt Resolution No.2012-29 appointing ECC Bank, a Division of Bank of Agriculture and Commerce Bank, as an alternative depository for certain district funds and establish a revolving fund pursuant to Government Code Section §53952

Executive Summary

In 2004 the Town of Discovery Bay CSD Board of Directors adopted Resolution No 2004-08 appointing Bank of Agriculture and Commerce as an alternative depository for certain district funds. Resolution No. 2004-08 states that the funds in the alternative depository shall not exceed \$40,000.00 and that no individual payment from that depository shall exceed \$5,000.00.

In 2011 SB 288 (NEGRETE) was approved and signed into law by the Governor changing the preexisting law that had not been adjusted in over fifty (50) years regarding a Community Service District's ability to utilize a revolving fund for day-to-day small transactions. This change in law was incorporated into Government Code §53952 et seq. and provides the authority for an independent special district to provide for the establishment of a revolving fund in an amount not to exceed 110 percent of one-twelfth of the district's adopted budget for that fiscal year. For the current Fiscal Year, that amount is \$763,950 (110% of 1/12 of \$8.334M). Currently, the ECC Bank revolving fund account balance is \$621,000.

Each month the District collects approximately \$30,000.00 from rate payers for water consumption (and occasionally from contributors to the Community Center fund). Those funds are deposited into the District's Bank account at ECC Bank on behalf of the District. The purpose of the revolving fund is for the District to be able to have the flexibility of paying District invoices that are relatively small. However, when the District installed water meters and initiated water billing for a portion of the community, the funds in the ECC Bank account continue to grow.

Presently, the District, by its own action has restricted the amount of the fund at \$40,000.00 and individual disbursements cannot exceed \$5,000.00. The restriction to prohibit the District from having any single transaction exceed \$5,000.00, severely limits the District's ability to conduct its business.

The proposed action will provide the District the flexibility to pay authorized expenditures that exceed \$5,000.00, but not more than \$100,000.00, with certain exceptions. If the Board does authorize a payment in excess of \$100,000.00 from the alternative depository, staff recommends that under each instance the warrant request be presented to the Board as a separate action before the Board at a Regular or Special meeting of the Board.

Disbursement from the revolving fund will continue to operate as it does currently. Individual payments shall continue to be authorized by the Board of Directors at a Regular or Special meeting of the Board. Additionally, the two (2) signature requirement for check signing will continue to remain in place.

The District currently utilizes ECC Bank, A Division of Bank of Agriculture and Commerce Bank as the District's alternative depository. This action reaffirms that relationship.

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

Resolution No. 2004-08 Dated June 16, 2004

Attachments

Resolution No. 2012-29

AGENDA ITEM: H-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2012-29

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
RESCINDING RESOLUTION NO. 2004-08 AND APPOINTING ECC BANK,
A DIVISION OF BANK OF AGRICULTURE AND COMMERCE BANK
AS ALTERNATIVE DEPOSITORY FOR CERTAIN DISTRICT FUNDS AND
ESTABLISHING A REVOLVING FUND PURSUANT TO GOVERNMENT CODE SECTION 53952

WHEREAS, the Town of Discovery Bay Community Services District Board of Directors has previously adopted Resolution No. 2004-08 appointing Bank of Agriculture and Commerce as alternative depository for certain district funds, and

WHEREAS, per the adopted Resolution No. 2004-08 funds shall not exceed \$40,000.00 in the depository and individual payments from that depository shall not exceed \$5,000.00; and

WHEREAS, Pursuant to Government Code §53952(b) an independent special district, as defined in Government Code §61000, may by resolution provide for the establishment of a revolving fund in an amount not to exceed 110 percent of one-twelfth of the district's adopted budget for that fiscal year. The fund may be used to pay any authorized expenditures of the independent special district, and

WHEREAS, the District regularly collects funds from rate payers for water consumption or from contributions to the Community Center fund and those funds are deposited in the ECC Bank on behalf of the District; and

WHEREAS, the purpose of the revolving fund is to be able to have the flexibility of paying District invoices that exceed \$5,000, and

WHEREAS, the General Manager, or designee, shall have authority to make disbursements from the revolving fund and is responsible for keeping account of all receipts and disbursements from the fund, and

WHEREAS, the fund is necessary in order to pay down the ECC bank accounts in order to remain within the limits allowed pursuant to Government Code §53952, and

WHEREAS, the maximum amount of the fund shall not exceed 110 percent of one-twelfth of the district's adopted budget for that fiscal year, and

WHEREAS, individual payments from the account shall not exceed \$100,000.00 and all payments of any amount are to be authorized by the Board of Directors with two (2) signatures required.

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

SECTION 1. Pursuant to Government Code §53952(b) the Town of Discovery Bay provides for a revolving fund in an amount not to exceed 110 percent of one-twelfth of the district's adopted budget for that fiscal year.

SECTION 2. The fund may be used to pay any authorized expenditures of the Town of Discovery Bay.

SECTION 3. The purpose of the revolving fund is to be able to have the flexibility of paying District invoices that exceed \$5,000.00.

SECTION 4. That the General Manager, or designee, shall have authority to make authorized disbursements from the revolving fund and is responsible for keeping account of all receipts and disbursements from the fund.

SECTION 5. Signature requirements for warrants issued from these accounts shall be in accordance with Article VII of the District's Bylaws.

SECTION 6. That any individual disbursement from the account shall not exceed \$100,000.00 and all payments of any amount are to be authorized by the Board of Directors at a Regular or Special meeting of the Board of Directors.

SECTION 7. The Board of Directors may waive the \$100,000.00 limit as identified in SECTION 6, above, of any single disbursement at a Regular or Special meeting of the Board of Directors provided that such action shall be taken independently and as a part of a Staff Report to the Board specifically addressing the disbursement.

SECTION 8. This resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED THIS 7th DAY OF NOVEMBER, 2012.

V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on November 7, 2012, by the following vote of the Board:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Richard J. Howard
Board Secretary



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

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

Agenda Title

Purchase of the 4th UV module and programming upgrades for the Trojan Ultra Violet (UV) 3000 System

Recommended Action

Authorize the purchase of a TrojanUV3000 module from Trojan Technologies in the amount of \$131,164.33 including tax and delivery and new programming of the Trojan3000 PLC in the amount of \$17,970.00 and authorize the General Manager to execute all contract documents for a combined total amount of \$148,134.33.

Executive Summary

The District's Wastewater treatment process consists of a variety of methods that are utilized prior to effluent discharge. One of the key components of that process is the ultra violet disinfection, or UV. The UV system is the final treatment that removes harmful bacteria from the wastewater prior to its discharge into Old River.

The District utilizes Trojan Technologies UV Systems which are proprietary in nature resulting in a single source purchase. Currently, the District operates two (2) UV systems in two (2) separate channels. The older system consists of three (3) UV modules and is a TrojanUV3000 system. The newer and more recent installation is a TrojanUV3000PLUS and consists of four (4) modules.

Each secondary UV treatment system is a redundant system in that if one (1) module is down for maintenance, cleaning, or repairs, the remaining modules provide adequate treatment coverage. However, when an entire UV channel must be taken off-line for cleaning, the Trojan UV 3000 System does not have sufficient UV treatment to effectively comply with our NPDES permits when operating by itself. The addition of the 4th module resolves this situation and was recommended in the Master Plan Update. The programming changes are necessary to resolve discrepancies in UV dosing noted during the recently completed UV Bioassay testing.

This project was included in the Master Plan and the list of Capital Financed Projects and is consequently a budgeted item.

Fiscal Impact:

Amount Requested \$ \$148,134.33
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category: Pers. Optg. Cap. X -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Budget Amendment Dated October 3, 2012

Attachments

Proposals from Trojan Technologies

AGENDA ITEM: H-2

**SCOPE OF SUPPLY FOR EXPANSION OF ULTRAVIOLET DISINFECTION EQUIPMENT
TROJANUV3000™**

Project Name: Discovery Bay, CA Expansion

Prepared For: Gregory Harris- Herwit Engineering

We are pleased to submit the following scope of equipment. The purchaser is responsible for reading all information contained in this Supply Contract. Trojan Technologies, or its Representatives will not be held accountable for the supply of equipment not specifically detailed in this document.

Changes to the attached Scope of Supply that affect selling price will be handled through a change order.

Please refer all inquiries to the undersigned:

Name: David Frost
Company: The Coombs Hopkins Company
Phone: 800-964-9733
Fax: 925-947-6784

Respectfully submitted,

Judy Georgijev
Trojan Technologies

ULTRAVIOLET MODULES

Trojan's Responsibility:

Each module supplied will be completely assembled containing lamps, quartz sleeves and be electrically wired to each electronic ballast. Modules are shipped in a support rack and crated.

Model and Make:	TrojanUV3000™
Quantity:	20 UV modules will be supplied
Material of Construction:	316 stainless steel for all steel parts in contact with effluent
Module Weight:	30 lbs / kgs. per module
Enclosure Rating:	Type 6P

POWER DISTRIBUTION CENTERS

Trojan's Responsibility:

The Power Distribution Center (PDC) distributes power to the modules from the electrical service entrance provided and shall consist of the following:

Quantity Supplied:	1 PDC will be supplied
Material of Construction:	304 Stainless Steel
Enclosure Rating:	Type 4X
Approximate Weight:	55 lbs / 25 kgs each.

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the Power Distribution Centers to the top of channel using four 3/8" anchors. The Installation Contractor to be responsible for the supply, installation and connection of the following at each Power Distribution Center:

1. One 208 V, 3 Phase, 4 Wire (plus ground), 3.5 kVA feed with local disconnect
2. One serial communication link of a twisted, shielded pairs (18 or 24 gauge) from the SCC to each PDC.
3. Four 24 AWG control and status conductors from each PDC.

All conductors, conduit and local disconnects are the responsibility of the CONTRACTOR.

SUPPORT RACKS

Trojan's Responsibility:

A support rack is provided to support UV modules in the effluent channel.

Quantity Supplied:	1 rack will be supplied
Material of Construction:	304 stainless steel
Support Rack:	50 lbs / 23 kgs.
Hardware Kit:	Mounting of rack

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the support rack to the channel walls and bottom. The contractor will be required to supply eight 3/8" expansion anchor bolts per rack.

START-UP AND INSTRUCTION

Trojan's Responsibility:

The following services will be supplied by Trojan certified Service Technician:
 Inspection and certification of the installation.
 3 days for start-up and functional testing.

DOCUMENTATION (SHOP DRAWINGS AND O&M MANUALS)

The following documentation will be supplied to the Contractor per the following schedule:
 1 copy of submittal shop drawings 6 weeks after receipt of written purchase order

WARRANTY

Trojan's Responsibility:

Trojan Technologies will warrant the equipment and parts for 12 months after substantial completion or 18 months after shipment, whichever comes first. UV lamps are warranted for 12,000 hours (non-prorated) or thirty-six (36) calendar months from shipment, whichever comes first.

Net Equipment (taxable)	\$114,101.00
Start-up Service (non-taxable).....	\$ 7,650.00

*****Pricing valid until December 31, 2012

PAYMENT TERMS

90% Upon delivery
 10% On the earlier of equipment acceptance or 60 days after delivery to site

DELIVERY

10-12 weeks after receipt of purchase order
 Freight prepaid by Trojan

SCOPE OF SUPPLY FOR PLC Upgrades

Project Name: Discovery Bay, CA
Prepared For: Gregory Harris- Herwit Engineering

We are pleased to submit the following scope of supply and pricing for the requested PLC upgrades.

The purchaser is responsible for reading all information contained in this Supply Contract. Trojan Technologies, or its Representatives will not be held accountable for the supply of equipment not specifically detailed in this document.

Please refer all inquiries to the undersigned:

Name: David Frost
Company: The Coombs Hopkins Company
Phone: 800-964-9733
Fax: 925-947-6784

Respectfully submitted,

Judy Georgijev
Trojan Technologies

PLC Upgrades

Trojan's Responsibility:

1. Replace existing dose calculation strategy with a 3rd party bioassay validation equation for the UV3000.
2. Update program to incorporate a 4th bank of modules (20 modules x 8 lamps)
3. SCADA updates

START-UP AND INSTRUCTION

Trojan's Responsibility:

The following services will be supplied by Trojan certified Programmer:

- 3 days on-site for site acceptance testing and training

DOCUMENTATION (SHOP DRAWINGS AND O&M MANUALS

The following documentation will be supplied to the Contractor per the following schedule:

- 1 copy of updated Control Philosophy
- 1 copy of updated Electrical Drawings

Programming (non-taxable)	\$10,320.00
Site Visit (non-taxable).....	\$ 7,650.00

PAYMENT TERMS

Net 30 Days



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

Prepared By: Fairin Perez, Parks & Landscape Manager
Submitted By: Rick Howard, General Manager

RH

Agenda Title

Earth Day 2013– Blue Star Memorial and Garden Project, Slifer Park

Recommended Action

Authorize staff to proceed with the Earth Day 2013 Blue Star Memorial Garden Project at Slifer Park and to coordinate with Contra Costa County for a project budget not to exceed \$15,000.00

Executive Summary

At the October 17, 2102 Board meeting, staff presented possible Earth Day Project options to the Board of Directors. The projects described included a demonstration garden and veteran's memorial. President Steele and Vice President Graves volunteered to meet with Staff and members of the local garden club to discuss the details and the focus of the project prior to bringing a recommendation to the full board for final consideration.

There were two working group meetings that took place – the first on October 25, 2012 and the second on October 28, 2012. Both meetings were held and discussions included options on site locations, project scope and scale, timelines, budgets and fundraising/donations. The working group better defined the details of the project and propose, as follows:

The District will work cooperatively with the Discovery Bay Garden Club to move forward with the Garden Clubs current Blue Star Memorial Byway Project. The Blue Star Memorial Project was started by the National Garden Club in 1945. Blue Star markers are placed on Highways or Byways and are a way of paying tribute to the US Armed Forces, and for service members serving their country during a time of military conflict or war. The Discovery Bay Garden Club has received approval from the National Garden Club to place a Blue Star By-Way marker within Discovery Bay. The club has already purchased its Bronze plaque, and they would like to place the marker into one of the local parks.

The opportunity to combine the Blue Star Memorial Project with our 2nd Annual Earth Day Garden Project seems appropriate. The site chosen by the working group is a 2,200 sq ft half-circle area located within Slifer Park. Although specific detailed plans have yet to be drafted, staff has prepared a preliminary budget that is expected to cover anticipated costs associated with completing the Blue Star Memorial and surrounding Garden Project. The budget includes demolition, soil preparation, irrigation modification, DG pathways, plantings, mulch, and of course, the memorial monument and bench. The Garden Club has pledged \$2,500.00 towards the project. It is not expected that project costs will exceed \$15,000.00.

Staff recommends that the Board approve the project and recommended project budget, with the understanding that: 1) Garden Club and TODBCSD Staff intend to offset all possible costs with donations, volunteer services and fundraising; and, 2) TODBCSD Staff will need to coordinate final approval with Contra Costa County Staff.

Fiscal Impact:

Amount Requested \$15,000.00
Sufficient Budgeted Funds Available?: Yes
Prog/Fund # Zone 61. **Category:** Capital Improvements

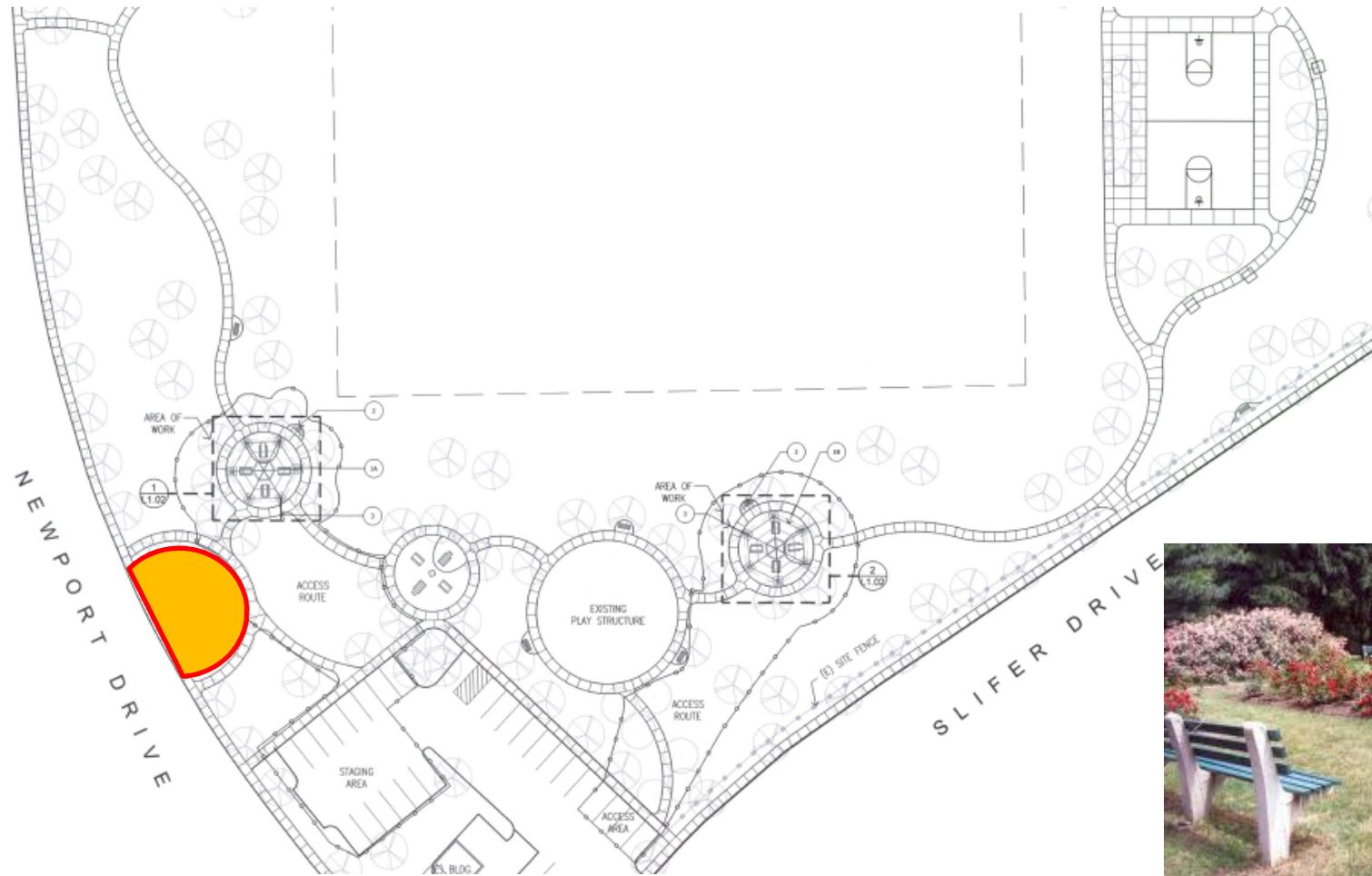
Previous Relevant Board Actions for This Item

None

Attachments

Slifer Park Map and Sample Pictures

AGENDA ITEM: H-3





Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

November 7, 2012

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

Agenda Title

Acquisition of the Discovery Bay Athletic Club site and ongoing Facility Operational Considerations

Recommended Action

Discussion and Possible Action regarding the Discovery Bay Athletic Club and ongoing Operational Considerations

Executive Summary

As the Board is aware, the Town of Discovery Bay is in the middle of a three (3) party escrow to purchase a 10.24+/- acre parcel at the corner of Discovery Bay Boulevard and Willow Lake Road for a future Discovery Bay Community Center. The District owned parcel will be 7.385+/- acres while the remaining 2.8615 +/- acre parcel will be acquired by Delta Community Presbyterian Church for their future expansion needs. Escrow is tentatively scheduled to close in late December, 2012.

Staff has identified a number of ongoing operational issues related to the current club, and staff is seeking Board input and direction at this time.

After a number of site visits it is apparent that there are a variety of improvements (both small and big) that need to occur, including landscaping, painting, and some electrical work, to name just a few. There are also some areas that are on the eastern boundary of the site that will need to be fenced off for safety concerns. A building inspection has taken place and the inspection report is pending. That report will eventually become the impetus for many of the corrective actions that will need to be addressed.

Staff is in the process of reviewing the club's financial information, and while the revenues generated from membership are noteworthy, there are a number of questions that remain to be resolved pertaining to expenses. Staff hopes to be able to provide a more detailed financial outlook at the meeting.

Concurrently with the purchase transaction, staff is moving forward with plans to continue to operate the club in its present membership status. It will be necessary to contract the management of the operation to a qualified third party who will be responsible for all club operations. Staff has initiated that process and is developing a Request for Qualifications for the ongoing athletic club operation. Staff and the Community Center Committee believe that with modest improvements the club will again begin to attract new members. Once escrow has closed and club operations have been transitioned, additional community based programming on the site can then be contemplated.

Staff is seeking direction on ongoing operational matters associated with keeping the athletic club open into the foreseeable future until such time exists when it is necessary to close the facility and construct the new Community Center.

Fiscal Impact:

Amount Requested \$ N/A
Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)
Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

N/A

Attachments

N/A

AGENDA ITEM: H-4



No Back Up
Documentation For
Agenda Item # I



No Back Up
Documentation For
Agenda Item # J



No Back Up
Documentation For
Agenda Item # K



No Back Up
Documentation For
Agenda Item # L



No Back Up
Documentation For
Agenda Item # M

DRAFT

TownOfDiscoveryBay CSD
Received

OCT 12 2012

EAST COUNTY WATER MANAGEMENT ASSOCIATION
GOVERNING BOARD REPRESENTATIVES

MEETING REPORT
May 24, 2012, 6:30 p.m.

Lone Tree Golf Course & Event Center
4800 Golf Club Road | Antioch, California 94509

INTRODUCTION

On Thursday, May 24, 2012, the East County Water Management Association (ECWMA) Governing Board Representatives (GBR) held a business meeting at the Lone Tree Golf & Event Center, 4800 Golf Club Road, Antioch, CA. The business meeting was called to order at 6:34 p.m. by Chair Bette Boatmun. Following is a review of the meeting:

I. Introductions

Chair Bette Boatmun, Contra Costa Water District (CCWD), opened the meeting and introductions were made around the room.

II. Public Comments

None

III. Approve November 10, 2011 Meeting Report

The meeting report of November 10, 2011 was approved by unanimous vote of the Governing Board.

IV. Treasurer's Report

Tim Coley, City of Antioch, reported there is a balance of \$4,433.53 in the ECWMA account as of May 23, 2012. The last expense was \$968.38 for the November 10, 2011 Dinner and Business Meeting. Chair Boatmun reiterated her statement from the last meeting requesting if members cannot make the meeting they let Ms. Jones know in a timely manner so that we are not paying for extra meals. She stated that those who responded that they were attending and did not show up will be billed for the cost of their meal.

Chair Boatman asked that everyone pass the master roster around and update their agency information as needed.

V. East Contra Costa County Integrated Regional Water Management Plan Update (funded under Proposition 84 Round 1 Planning Grant)

Chair Boatmun reported on the need to publicize the application for grant money and when money is received. The public should know when we apply for funding and that we are leveraging our agency funds with state grant funds. The information should be in our newsletters, public TV, newspaper, etc. You get more response when people know. They need to be reminded of the good work we are doing. She asked that Gary Darling, DDS, get a group together to work on publicity.

Ms. Valmores announced that the first of a series of public meetings for the IRWMP update will be June 14, 2012 at 6:30 p.m. in the CCWD Board Room. A flyer was circulated. Upcoming public meeting dates will follow. Each agency should start thinking about various projects you will be doing in the next couple years and provide information on them so that we can begin collaborating.

VI. Proposition 84 Implementation Grant Update

Ms. Valmores provided an update.

a. Round I Project Update –Watershed Protection & Restoration:

Abby Fateman, ECCC Habitat Conservancy, provided an update.

b. Round I Project Update – DDSD, Pittsburg Recycled Water Pipeline Rehabilitation:

Caroline Quinn, DDSD, provided a report.

VII. Proposition 84 Round 2 Planning Grant Update

Ms. Valmores provided a report on new projects.

VIII. Proposition 50 Modified Agreement – Final Project Reports

Ms. Valmores reported this is a \$12.5 million Grant and all projects have been completed to date and they are now making sure all paperwork has been submitted to the state.

a. Antioch Recycled Water Project: Mr. Coley provided a report on the project which is now completed.

b. Diablo Water District Well Utilization Project: Mike Yeraka, DWD, provided a report on this project that has been completed. All paperwork has been submitted and they are waiting for reimbursement of the \$700,000.

c. Pittsburg Recycled Water Project: Walter Pease, City of Pittsburg, provided a report on the project that has been completed.

d. Habitat Conservancy and Watershed Protection/Restoration Project: Ms. Fateman provided a report on two projects.

e. Marsh Creek Fish Passage Improvement Project:

Mark Boucher, Contra Costa County, reported on the Fish Ladder project that was recently completed with Proposition 50 funding.

f. Mitigation Habitat for the AIP and Canal Improvement Projects: Mark Seedall, CCWD, provided a report.

Mr. Valmores reported that this group is one of the first Proposition 50 Grant recipients to have completed all projects. Chair Boatman reiterated from her earlier statements that this is the type of information we want to put out to the public so they know what's happening with their money and to gain support of other projects.

IX. Update of Agency Rosters

Denise Cappucini Jones, DDS, asked that all attendees review the Master Roster being circulated and make any necessary changes to it.

X. Agency Information Sharing – Reports on Water, Wastewater and Watershed Activities

Mark Boucher reported on Contra Costa Flood Control District's Proposition 1E funding request for a project to receive water from upper sand creek basin on the south side of Antioch. The total project cost is \$14 million, with \$2 million of it is from grant money as a result of the ECWMA. Plans and specs are being completed to go to bid in December 2012, with construction planned for next spring and fall.

Ms. Fateman reported that the Habitat Conservation Plan (HCP) has agreement with Fish and Wildlife to permit projects in East County. By working together, they're able to streamline permitting to be done in a quarter of the time. First project is a safety widening on Deer Valley Road. Chair Boatman is very proud that the HCP operating so efficiently.

Ms. Quinn reported on DDS's strategy of outreach to gain partner agencies to seek both state and federal funding. The Bay Area Recycled Water Coalition (BARWC) was started about five years ago and has grown from the original 6 to 15 agencies to coordinate efforts to secure federal funding through the Title 16 Program for recycled water projects. It is open to other agencies seeking to develop and expand recycled water. The Coalition has been very successful in seeking federal authorizations and appropriations under Title 16. They have received \$35 million in federal funding for the Bay Area for recycled water projects. Seven projects have been constructed and the balance of the agencies has received Project Planning funding. The Coalition does outreach annually and will be doing that soon if any other agencies are interested. Brochures were made available.

Ms. Valmores reported on the Proposition 1E Grant Program. CCWD received \$10 million for a segment of the unlined canal to build a mile of pipeline and a flood control structure.

Ms. Valmores reported on Proposition 84 rounds one and two outreach efforts for CCWD. The new, robust website will go live in about a week. CCWD is hosting the website and it is the method they will be using to collect project information.

Virgil Koehne, Town of Discovery Bay (DB), reported they recently completed 10-year water and wastewater master plans. Some community service deficiencies were noted in the plans and are being addressed. They want to have some projects shovel-ready in the event grant funding becomes available.

Mr. Koehne reported on the thermal biosolids system brought in from Germany six years ago to dry their sludge. It has been very successful, exceeding their expectations, and they are now building a third system.

Mr. Koehne reported on the wastewater treatment plant pilot program with a goal of keeping a biological process as long as they can. U.C. Berkeley students were originally brought in to do pilot testing to remove copper and aluminum, which worked out great, but now they're using the same cells with a different makeup to pilot test the removal of Pharmaceuticals. Recently, DB has been approached by Stanford students and he's tasked them with conducting a pilot test on desalination.

Ms. Naillon reported on the status of the Los Vaqueros Reservoir. It will be opened to the public on the north side on Saturday, July 14th. It will be free all day with activities for families.

XI. Adjournment

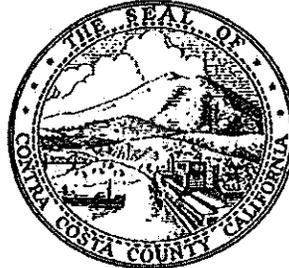
The Meeting was adjourned at 7:10 p.m. The next regular meeting will be Thursday, November 8, 2012 at 5:30 p.m.

(Recording Secretary:
Denise Jones)

OCT 25 2012

Office of Supervisor Mary N. Piepho
Contact: Karyn Cornell
181 Sand Creek Road, Suite L
Brentwood, CA 94513
925-240-7260

**Discovery Bay
P-6 Zone Citizen
Advisory
Committee**



Respectfully submitted by: _____

DRAFT

The Discovery Bay P-6 Zone Citizen Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

Record of Actions

Meeting start time: 7:00 p.m.

Tuesday, June 18, 2012

1.) Meeting called to order by Vice Chair Kane at 7:00 p.m. with Committee members Mankin and Stevens present. Chair Earl and Committee member Alfsen absent.

2.) **Public Comment:** No Public Comment Received.

3.) **Review of Record of Actions of May 9, 2012 meeting:** Committee member Mankin made a motion to accept the Record of Actions as written. Second made by Committee member Stevens. Motion carried 3-0.

4.) **Correspondence: (Key: R= Received S= Sent)**

S-5/14/12 DB P-6 Zone CAC to Sheriff Livingston regarding potential funding for the 2012-2013 Byron Union School District SRO

R-6/7/12 Supervisor Piepho regarding Felipe Alfsen's seat

5.) **Old Business:**

- a.) Discussion of funding for the Byron Union School District School Resource Officer and Anti-bullying effort; Lt. Johnson updated the group that Sheriff Livingston was preparing a response. The Sheriff's Office is unable to contribute funds due to current budget constraints. There is an option available to do a modified schedule as Deputy Elaine is out on temporary leave and a 9-month contract is available vs. a 12-month contract. Lt. Johnson provided a funding summary as well as the projected cost of a deputy. The group had several questions regarding the funding summary and budget. Lt. Johnson will work to provide answers at the next meeting. Byron Union School Board President Elaine Landro updated the group that the School District is able to commit \$50,000 for the position. Discussion by the Board as to the benefit of the SRO to not only the School District but the overall community.. Motion made by Councilmember Mankin to approve assisting the school district in funding the SRO position for 9 months vs. 12 months for the 2012/2013

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

school year at an approximate cost of \$100,000. Second made by Vice Chair Kane. Motion carried 3-0.

7.) New Business

- a.) Monthly activity report (Lt. Johnson): Lt. Johnson provided an overview of the calls for May 2012.
- b.) Fundraising Ideas: Item continued until the next meeting
- c.) Other new Business: None

8.) Future agenda items/Committee Member Comments:

- a.) BUSD SRO funding
- b.) Fundraising Ideas

9.) Adjourn: Meeting adjourned at 7:54 p.m. to the next meeting scheduled for August 20 at 7:00p.m.

**Byron
Municipal
Advisory
Council**



TownOfDiscoveryBay CSD

Received

OCT 11 2012

Office of Supervisor Mary N. Piepho
Contact: Karyn Cornell
3361 Walnut Blvd. Suite 140
Brentwood, CA 94513
925-240-7260

Respectfully submitted by: _____

DRAFT

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

Record of Actions

Meeting start time: 6:00 p.m.

Thursday, August 16, 2012

- 1.) Meeting called to order by Chair Juarez at 6:00p.m. Councilmember Lopez and Beltran absent
- 2.) Public Comment: No Public Comment Received
- 3.) Review of Record of Actions of 5-17-12 meeting: Councilmember Larsen made a motion to accept the Record of Actions as prepared. Second made by Vice Chair Schmit. Motion carried 3-0.
- 4.) **Agency Reports**
 - a.) East Contra Costa Fire Protection District: No report
 - b.) Contra Costa County Sheriff's Department: No report
 - c.) California Highway Patrol: No report
 - d.) Office of Supervisor Mary N. Piepho: Field Representative Cornell reported on the following items: the Department of Conservation and Development will be holding the 2013/2014 Funding Kick-off meeting for various grant programs including the Community Development Block Grant program on Thursday, October 11, 2012 from 10-12 in Martinez; overview of the Delta Diablo Sanitation District reuse room at their facility in Pittsburg; and provided information regarding the Technology Manufacturing Summit to be held in Brentwood.
- 5.) Presentation: Pam Dodson provided an overview regarding the Heart Safe Communities program and walked the Byron MAC members and audience members through a hands on demonstration of how to perform hands-only CPR.
- 6.) **Items for Discussion and/or Action**
 - a.) Discuss upcoming Byron MAC schedule: The group combined their November and December meetings to be held on November 15, 2012 at 6:00p.m.
 - b.) Discuss outcome of the 2012 Byron Clean-Up Day: The group received \$200.08 in donations for the Byron MAC.
- 7.) **Correspondence Key: R= Received S= Sent**
 - a.) R-8/20/12 Contra Costa County Zoning Administrator Agenda
 - b.) R-8/28/12 Contra Costa County Planning Commission Meeting Cancellation Notice
 - c.) R- 9/5/12 Contra Costa County Zoning Administrator Agenda
 - d.) R-9/11/12 Contra Costa County Planning Commission Meeting
- 8.) Councilmember Comment/Future Agenda Item: Update on e-BART
- 9.) Adjourned at 7:05p.m. to next meeting scheduled for October 18, 2012 at 6:00p.m.

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



No Back Up
Documentation For
Agenda Item # 0



No Back Up
Documentation For
Agenda Item # P