

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



FISCAL YEAR 2012-13

*"PRELIMINARY"*  
OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET

Scheduled for Adoption June 20, 2012

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*Town of Discovery Bay Community Services District  
Contra Costa County, California  
Fiscal Year 2012-2013 Budget*



**Board of Directors**

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

**District Management**

Rick Howard, General Manager  
Daniel J. Schroeder, District Counsel  
Virgil Koehne, Water and Wastewater Manager  
Fairin Perez, Parks and Landscape Manager  
Dina Breitstein, Finance Manager  
Calista Anderson, Executive Assistant

The Town of Discovery Bay Community Services District  
main office is located at:

1800 Willow Lake Road  
Discovery Bay, CA 94505  
925-634-1131  
[www.todb.ca.gov](http://www.todb.ca.gov)

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



*The Town of Discovery Bay Community Service District: At a Glance*

Discovery Bay was established in the early 1970's as a weekend and summer resort community. Today, Discovery Bay has evolved into a thriving year-round home for more than 13,000 residents who enjoy small-town living against the backdrop of over 1,200 miles of Delta waterways. Discovery Bay boasts a full-service marina, three (3) public schools, one (1) private school, as well as two (2) shopping centers and a planned business park. However, this small town is no longer limited to Delta waterfront homes; it has developed into a community that provides something for everyone. Discovery Bay offers gated waterfront homes as well as Country Club homes located on a world-class golf course designed by Mike Asmundson. Recent additions include the two (2) gated communities of Lakeshore and The Lakes, as well as nearby Ravenswood, a community planned around a new public park.

The approximately 9 square mile area known as the Town of Discovery Bay Community Services District (TODBCSD) was formed in 1997 following a vote of the people to form an Independent Special District with the purpose of providing essential public services to its residents. The Contra Costa County Local Agency Formation Commission (LAFCO) has authorized the TODBCSD the responsibility of providing the following special services to the residents of Discovery Bay:

- Water supply collection, treatment, and distribution
- Wastewater collection, treatment and distribution
- Parks and Landscape Maintenance
- Recreational Activities (Coming Soon)

*District Form of Government*

California's Independent Special Districts are legislatively authorized pursuant to California Government Code Sections 61000-61850. The Town of Discovery Bay Community Services District is governed by an elected five (5) member Board serving staggered four (4) year terms. The Board employs a General Manager to administer the day to day operations of the District.

*Population*

The 2010 census shows the total population in Discovery Bay to be 13,352 people.

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### Water Services

The Town of Discovery Bay CSD owns and maintains over sixty (60) miles of water mains in seven (7) residential developments: Discovery Bay West (Village 1, 2, 3 and 4, and Ravenswood); and two (2) of the older developments (Discovery Bay Proper and Centex). Currently, the District owns and operates five (5) water production wells that are located throughout the District and are capable of producing five million gallons of domestic water per day. The raw water is then treated in two (2) water treatment facilities with water storage capacity of 2.5 million gallons of treated water for customer distribution. The total water requirements of Discovery Bay are currently about 1,300 million gallons per year, which equates to an average daily demand of 3.6 million gallons per day.

### Wastewater Services

The District provides wastewater collection, treatment and distribution services to approximately 5,800 homes and businesses located in the town. The wastewater treatment process goes through two (2) separate conveyance systems; Plant 1 and Plant 2. Wastewater Treatment Plant 1 is located just north of Highway 4, within the Discovery Bay Development area. Wastewater Treatment Plant 2 is located south of Highway 4 at the Town's eastern boundary. The two (2) plants are interconnected and are dependent upon each other for various functions.

In order to facilitate and transport the raw wastewater to the main wastewater treatment, the District utilizes 15 wastewater lift stations to move the waste through 50 miles of sewer mains. The plants are capable of producing an average of 1.8 million gallons of wastewater per day. The wastewater treatment plants currently include an influent pump station, influent screening, secondary treatment facilities using oxidation ditches, and ultraviolet (UV) disinfection prior to discharging the treated water into Old River.

The water and wastewater facilities are operated and maintained by Veolia Water Operating System West under a multi-year agreement with the TODBCSD.

### Parks and Landscaping Services

The District maintains all the public parks and publically owned landscaped areas in Discovery Bay. Over the past few years, the Board of Directors has established priorities to improve the landscape areas of Discovery Bay. Improvements can be seen throughout town, including the recently completed Discovery Bay Boulevard landscape enhancement project. The District has also initiated a number of projects within our parks system, including the recent completion of the Ravenswood Park Splash Pad, and the new playground that is presently under construction at Cornell Park.

The landscape areas in Discovery Bay are broken down into five (5) landscape zones. Two (2) of those zones are owned by the TODBCSD, with the remaining three (3) owned by Contra Costa County, and maintained under contract by the District. The five Landscaping & Lighting zones are:

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Discovery Bay Landscape & Lighting Zone #8:

Zone 8 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Highway 4, Clipper Drive, Discovery Bay Boulevard, Willow Lake Road, and a variety of smaller landscaped areas. Cornell Park & Roberta Fuss Tot Lot are also included in this zone.

Discovery Bay Landscape & Lighting Zone #9 (Ravenswood):

Zone 9 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Wilde Drive and Poe Drive. Ravenswood Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #35:

Zone 35 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. The zone includes the landscaped median islands on Bixler Road at the intersection of Highway 4, and a pedestrian pathway from the Sandy Cove Shopping Center to Newport Drive. There are also included two pedestrian bridges along the path.

Contra Costa County Landscape & Lighting Zone #57:

Zone 57 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes all landscaped streetscape frontages in and outside of the Centex Development, along Highway 4, a portion of Bixler Road, and two (2) small parking areas. Regatta Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #61:

Zone 61 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes landscaped streetscape frontages along a major portion of Bixler Road, Point of Timber Road, the Park & Ride lot, a portion of Newport Drive, Preston Drive and Slifer Drive. Slifer Park is also included in this zone.

Recreation Services

The Town of Discovery Bay Community Services District is also responsible for providing recreational activities to the residents of the District. The most important project currently underway related to recreation services is the proposed community center project. Once the community center is built, it is anticipated that community recreational programs and activities will take place within the new facility.

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Town of Discovery Bay CSD  
2012-2013 Program Summary

Department:	General Manager
Program Area:	Administration

**Program Description:**

The Town of Discovery Bay CSD Administration Department is comprised of the Administration and Finance functions and operates under the Board of Directors where the Board of Directors acts as the legislative policy making body and the General Manager serves as the administrative head of the District. The Town of Discovery Bay CSD Administration Department is comprised of the Administration and Finance functions and operates under the Board of Directors where the Board of Directors acts as the legislative policy making body and the General Manager serves as the administrative head of the District. The Administration Program provides information necessary for the Board of Directors to establish priorities and make well-informed decisions on policy matters. In addition, this program provides staff support for ad hoc or advisory committees formed by the Board of Directors on an as-needed basis. In general, the Administration program supports and directs all departments, enabling them to carry out day-to-day operations, services and planning efforts.

**Accomplishments, 2011-2012:**

- Continue to forward information to the Board as necessary and in a timely fashion
- Implemented "Agenda Forecast" sheet to track status of agenda reports and district business items to ensure items don't "fall through the cracks"
- Reorganized and upgraded Financial Services Division and hired Finance Manager
- Updated Purchasing & Procurement Policy
- Updated and revised Board Bylaws and Board Policy
- Worked with the Budget Review Committee to produce a budget that was adopted on time
- Created a new budget document with enhanced budget contents
- Worked with Community Center Committee to develop a comprehensive set of recommendations to the Board

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- Worked with Communications Committee to develop a comprehensive set of recommendations to the Board
- RFP for new Audit services
  
- Established vehicle fuel/maintenance tracking report program
  
- *Successful SDRMA site inspection audit*
- *Development of emergency plan (currently under review)*
- *Development of safety manual*
- *Establishment of comprehensive employee job descriptions*
- *Developed new and comprehensive employee performance reviews*
- *Updated website with numerous documents and information for public review*

**Objectives, 2012-2013:**

1. Review issues, policies in regards to internal controls
  
2. Review processes and look for areas for automation specifically Agenda Preparation

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Town of Discovery Bay CSD  
2012-2013 Program Summary

Department:	Financial Services
Program Area:	Administration

**Program Description:**

The Town of Discovery Bay CSD Administration Department is comprised of the Administration and Finance functions and operates under the Board of Directors where the Board of Directors acts as the legislative policy making body and the General Manager serves as the administrative head of the District. The Finance program operates a governmental accounting, reporting and records maintenance system that provides financial information to both as well as external users and internal management. This program controls and monitors the receipt and disbursement of public funds in compliance with statutory requirements and professional accounting standards. This program also has the responsibility for coordinating all external auditing functions including the annual financial audit and audits by all outside agencies. The Finance function is responsible for the continuing development of financial accounting software and implementation of new technology to increase efficiency in accounting processes and to improve both internal and external reporting. This program also oversees the implementation of any new accounting pronouncements by the Governmental Accounting Standards Board (GASB). The payroll function of this program processes payroll for all District employees including interfacing with the District's payroll service provider and assuring compliance with all regulatory requirements, laws and District policies pertaining to payroll.

**Accomplishments, 2011-2012:**

- As part of an overall effort to improve productivity, the Administration Department added a new position in 2011-2012. The Finance Manager enables the District to have a qualified staff that has knowledge of General Accepted Accounting Principles and adequately prepare financial statements.
- To further increase productivity Administration Staff has purchased and begun the implementation of a new Financial Software System to maintain growth and need for fiscal conservatism.

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- Developed the Investment and Reserve policy's to ensure stability and internal controls, as well as created processes and procedures such as the Disposition of Surplus property.

**Objectives, 2012-2013:**

1. Review issues, policies in regards to internal controls
2. Streamline and review issues with Datamatic Corp. who provides wireless services for our water meter reads and billing system.
3. Fully implement new Caselle Financial Suite Software
4. Review processes and look for areas for automation such as filing and financial reporting.
5. Provide staff training pertaining to financial and billing systems, educational requirements as well as staff development training.
6. Develop procedures pertaining to financial reporting, including preparing a month end reporting.
7. Develop more comprehensive financial reporting models.

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Town of Discovery Bay CSD  
2012-2013 Program Summary

Department: Public Services

Program Area: Water Quality

**Program Description:**

This Program provides water production treatment & distribution to approximately 6,000 homes and businesses. Specifically, the Water Program provides information necessary for the Board of Directors to establish priorities and make well-informed decision in regards to the Towns water matters. The Water Quality program is responsible for the enforcement of regional water quality regulations. Response procedures have been developed to react to citizen water quality complaints and to pursue violations observed in the field. The program also assists with the development of water quality educational materials and outreach.

**Accomplishments, 2011-2012:**

- Completed Water Master Plan and conducted workshop
- Development of a "Monitoring Well" program with real-time measurements of current water levels.
- Replace filter media, for Filter vessel A & B at Willow Lake Site.
- Utilizing divers, inspect inside of all water storage tanks (with positive findings)
- Resolved brown water issues by instituting new controls and processes by adopting improved methods of managing the water treatment system
- Managed numerous water leaks Town wide

**Objectives, 2012-2013:**

1. Plan and initiate construction of Well 7
2. Plan for first segment of water main replacement.
3. Chemical Room upgrade at Willow Lake Location

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Town of Discovery Bay CSD  
2012-2013 Program Summary

Department : Public Services

Program Area: Wastewater

**Program Description:**

The Town of Discovery Bay Wastewater Program provides for the collection, conveyance, treatment and discharge of treated effluent. Specifically, the Wastewater Program provides information necessary for the Board of Directors to establish priorities and make well-informed decision in regards to the Towns wastewater matters. In addition, this program provides staff support for ad hoc or advisory committees formed by the Board of Directors on an as-needed basis. In general, the Water program supports and directs the wastewater contractor, enabling them to carry out day-to-day operations, services and planning efforts. In addition, this program negotiates, administers, implements, and approves contracts for the provision of municipal services.

**Accomplishments, 2011-2012:**

- Initiated five (5) year bio-solids handling construction project
- UV command system Shade Structure completed
- Completed Wastewater Master Plan and conducted workshop
- Entered into contract with Herwit Engineering for ongoing District Engineer services

**Objectives, 2012-2013:**

1. Start Design work on adding a new Oxidation Ditch, Clarifier and headwork's splitter box, for Plant #2.
2. Start design work to rehab Lift Station W, located at Plant #1, which will utilize "emergency" 10-million gallon holding lagoon.
3. Rehabilitate sewer manholes in the District, as necessary.

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



FISCAL YEAR 2012-13

OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET

Adopted June 20, 2012

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*Town of Discovery Bay Community Services District  
Contra Costa County, California  
Operations and Maintenance Budget*

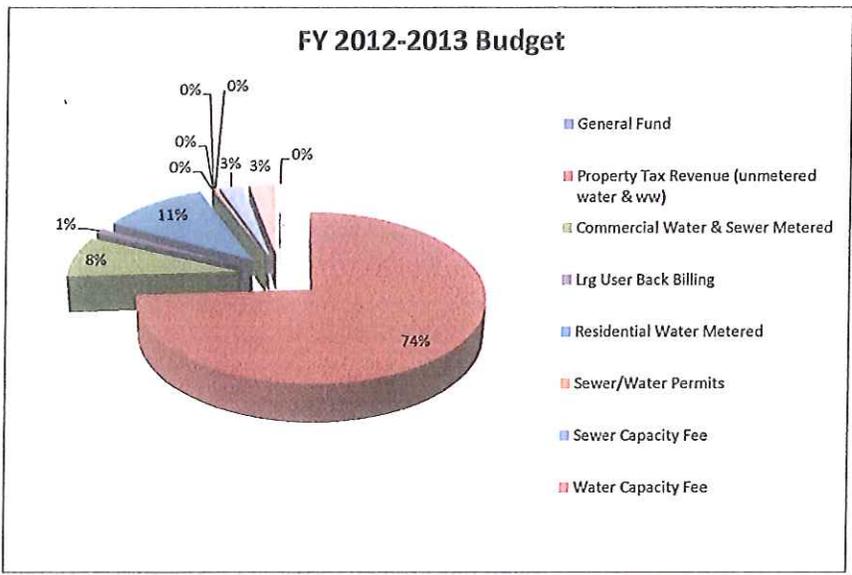
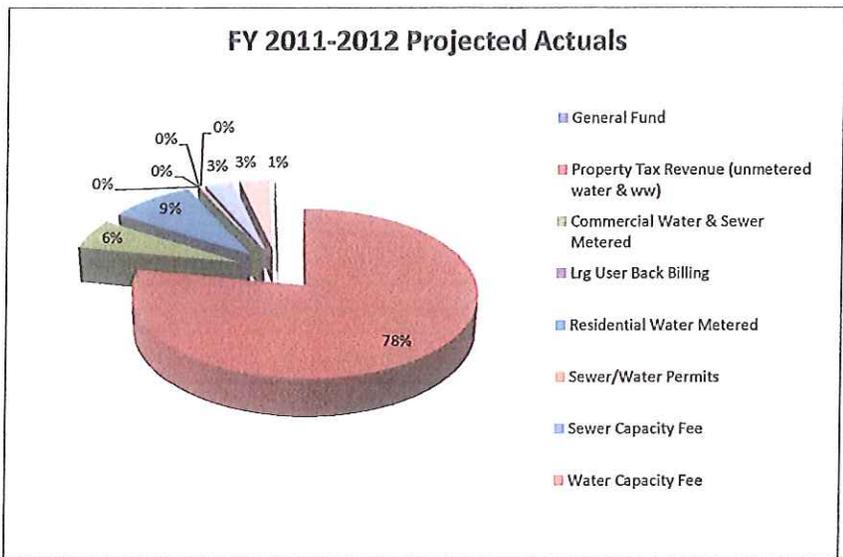


The Operations and Maintenance Budget for the Fiscal Year 2012-13 represents the day-to-day spending plan that meets the needs of the District and keeps it running smoothly and efficiently. The proposed plan was developed by forecasting actual historical expenses and known costs and integrating that data into a fiscal spending plan that best represents anticipated future expenditures.

For FY 12-13 the O&M budget remains essentially the same as FY 2011-2012. The Operations and Maintenance (O&M) program has a proposed spending plan of \$4,602,933 which represents an increase of \$177,237 or 3.7% over FY 2011-2012. Increases to the O&M program are evident in the Contractual Services section where an increase of \$40,000 is proposed over current year projected actuals for Legal Service and a \$30,000 increase in Consulting Services; \$9,000 increase for Election Expense; and a \$17,000 increase in Liability and property Insurance;. This increase represents a variety of factors, including properly accounting for Insurances, accurately attributing to consulting activities in regards to the Water and Wastewater Master Plan. Overall, however, staffing is projected to continue with the same number of Full Time Equivalentents (FTE) as the current fiscal year.

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TOWN OF DISCOVERY BAY CSD							
REVENUE PROJECTIONS - DRAFT							
Acct#	Account Description	2010/2011 ACTUALS	2011/2012 Budget	2011/2012 Actuals April '12	2011/2012 Projected ACTUALS	2011/2012 Year End Variance	2012/2013 DRAFT Budget
9000	Revenue						
9110	General Fund		\$0			\$0	
9210	Property Tax Revenue (unmetered water & ww)		\$4,754,252	\$4,754,252	\$4,754,252	\$0	\$5,200,058
9220	Commercial Water & Sewer Metered		\$365,266	\$171,895	\$365,266	\$0	\$558,480
9220	Lrg User Back Billing						\$71,474
9230	Residential Water Metered		\$436,381	\$455,306	\$545,306	\$108,925	\$782,777
9240	Sewer/Water Permits		\$0			\$0	
9250	Sewer Capacity Fee		\$0			\$0	
9260	Water Capacity Fee		\$0			\$0	
9270	Investments/CCC		\$10,000	\$58	\$58	(\$9,942)	\$0
9310	Misc. Reimbursements		\$10,000	\$7,234	\$7,234	(\$2,766)	\$10,000
9320	Misc Receivables		\$2,000	\$2,555	\$2,555	\$555	\$2,000
9410	EE Group Insurance Contributions		\$17,052		\$17,052	\$0	\$17,500
9420	Landscape Related Payroll Reimbursements		\$176,810	\$92,134	\$176,810	\$0	\$169,500
9430	Landscape Related Reimbursements		\$200,000	\$140,887	\$200,000	\$0	\$200,000
9450	Landscape Related Group Ins (Partial EE Reimb)		\$23,600		\$23,600	\$0	\$10,900
	Proceeds from Financing	\$14.6M					\$921,181
<b>GRAND TOTAL REVENUE</b>		<b>\$0</b>	<b>\$5,995,361</b>	<b>\$5,624,320</b>	<b>\$6,092,133</b>	<b>\$96,772</b>	<b>\$7,943,870</b>



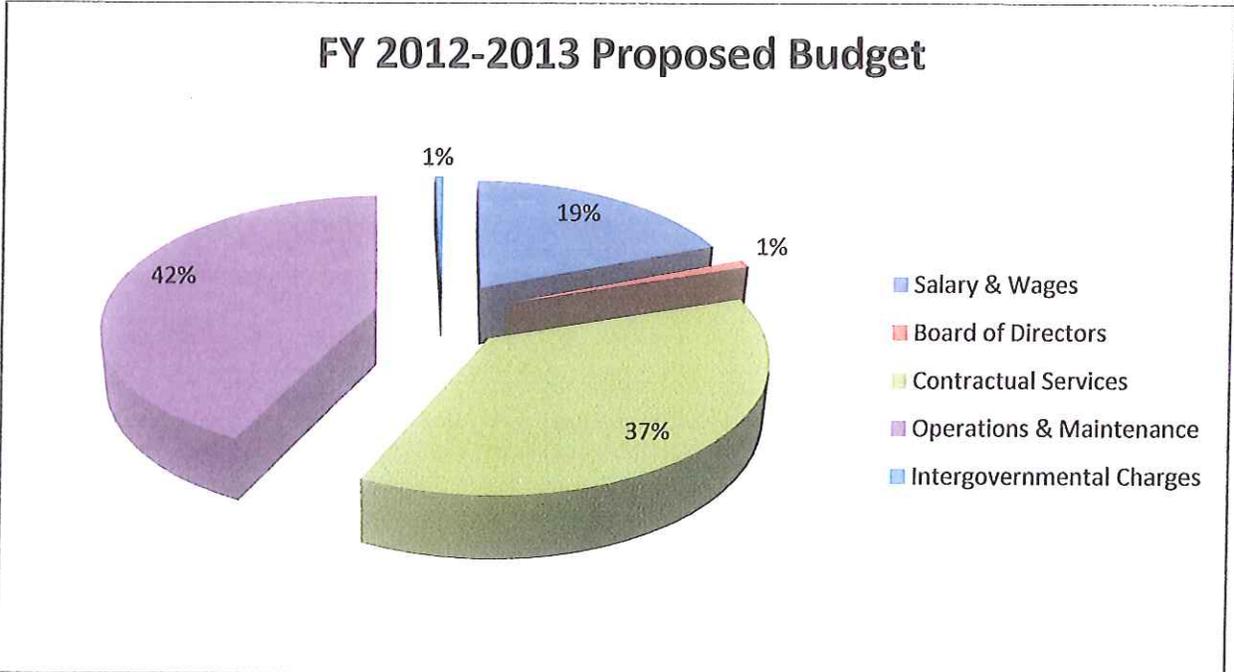
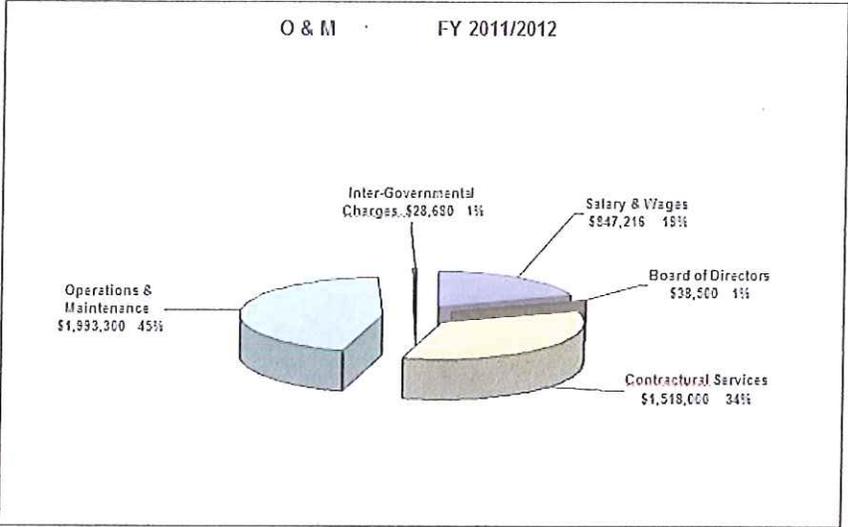
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1								
2							2012/2013	
3			2010/2011	2011/2012	2011/2012	2011/2012		
4	Account	Account Description	ACTUALS	BUDGET	Actuals April '12	Projected Actuals	Budget	Variance
5		Salary & Wages						
6	7000	Salary & Wages	\$664,145	\$531,551	\$356,069	\$531,551	\$555,000	\$23,449
7	7001	Overtime		\$5,000			\$5,000	\$0
8	7015	Payroll Liabilities	\$0	\$53,655	\$44,365	\$53,665	\$61,000	\$7,345
17	7030	Group Insurance	\$30,001	\$44,400	\$44,840	\$48,000	\$38,400	(\$6,000)
18	7045	Workers Comp	\$4,458	\$8,000	\$14,861	\$16,000	\$16,000	\$8,000
19	7060	457 B Plan					\$15,700	\$15,700
20	7240	Auto Allowance		\$4,200	\$3,500	\$4,200	\$0	(\$4,200)
21	7075	Reimbursement of Wages		\$157,737	\$21,000	\$157,700	\$149,000	(\$8,737)
22	7076	Overtime		\$3,000			\$5,000	\$2,000
23	7090	Reimbursement of Wages - Liabilities	\$0	\$16,073		\$16,073	\$15,500	(\$573)
32	7105	Reimbursement of Insurance		\$23,600	\$12,718	\$23,600	\$5,100	(\$18,500)
33	7120	Reimbursement of 457B Plan					\$5,800	\$5,800
35	7150	Temporary Employees	\$0	\$0	\$0	\$0	\$8,400	\$8,400
36		Sub Total	\$698,604	\$847,216	\$497,353	\$850,789	\$879,900	\$32,684
37		Board of Directors						
38	7165	Board of Directors Compensation	\$25,983	\$36,000	\$20,200	\$26,100	\$36,000	\$0
39		Board of Directors Travel & Meetings		\$2,500	\$1,515	\$1,515	\$3,750	\$1,250
40		Board of Directors Training & Education	\$3,459				\$2,000	\$2,000
41		Sub Total	\$29,442	\$38,500	\$21,715	\$27,615	\$41,750	\$3,250
42		Contractual Service						
43	7270	Outside Services	\$1,412,048	\$1,480,000	\$1,223,941	\$1,430,000	\$1,546,400	\$66,400
44	7271	Consulting Services	\$334,419	\$210,000	\$163,962	\$190,000	\$240,000	\$30,000
45	7272	Waste Water Service Contract	\$1,021,527	\$1,148,000	\$994,947	\$1,148,000	\$1,182,000	\$34,000
46	7273	Professional Fees					\$2,400	\$2,400
47	7274	Contract Services					\$0	\$0
48	7275	Preventative & Corrective	\$56,102	\$107,000	\$52,443	\$77,000	\$107,000	\$0
49	7276	Contract Mailing		\$15,000	\$12,589	\$15,000	\$15,000	\$0
50	7285	Legal	\$71,347	\$80,000	\$73,600	\$90,000	\$120,000	\$40,000
51	7300	Accounting	\$23,380	\$30,000	\$27,868	\$30,000	\$27,150	(\$2,850)
52	7301	Croce & Company						
53		Sub Total	\$1,506,775	\$1,590,000	\$1,325,409	\$1,550,000	\$1,693,550	\$103,550
54		Operations & Maintenance						
55	7180	Travel & Meetings	\$6,918	\$3,000	\$3,024	\$3,024	\$7,500	\$4,500
56	7195	Training & Education	\$3,459				\$7,000	\$7,000
57	7210	Dues & Subscriptions				\$500	\$500	\$500
58	7225	Memberships	\$6,023	\$17,500	\$8,990	\$17,500	\$8,000	(\$9,500)
59	7255	CSD Sponsored Events					\$5,500	\$5,500
60	7315	PR, Advertising & Elections	\$5,281	\$0	\$9,000		\$9,000	\$9,000
65	7330	Public Communications and Notices	\$7,625	\$5,000	\$2,828		\$5,000	\$0
66	7345	Telecommunications	\$15,577	\$11,300	\$15,678	\$17,591	\$17,600	\$6,300
67	7346	Telephone - general	\$8,224	\$4,800	\$6,414	\$7,391	\$8,000	\$3,200
68	7347	Telecom - networking					\$600	\$600
69	7348	Telephone - cellular	\$7,353	\$6,500	\$9,264	\$10,200	\$9,000	\$2,500
70	7360	Materials	\$0	\$0	\$0	\$0	\$0	\$0
71	7361	Road/Construction Materials (street signs)					\$0	\$0
72	7375	Automotive/Supplies & Repairs	\$32,983	\$20,000	\$21,418	\$22,000	\$30,000	\$10,000
75	7390	Repairs & Maintenance	\$843,296	\$698,500	\$525,346	\$688,428	\$707,700	\$9,200
76	7391	General Repairs	\$691,183	\$550,000	\$417,462	\$550,000	\$550,000	\$0
77	7400	General Repairs Pumps	\$127,271	\$100,000	\$52,662	\$80,000	\$100,000	\$0
78	7392	NTR/SIP Testing - RWQCB		\$5,000	\$0		\$5,000	\$0
79	7393	Miscellaneous Equipment (under \$500)	\$1,299	\$3,000			\$3,000	\$0
80	7394	Info System - Maintenance	\$5,842	\$2,500	\$12,794	\$16,000	\$16,800	\$14,300
81	7395	Equipment Maintenance	\$2,850	\$4,500			\$4,500	\$0
82	7396	Computer Equipment & Supplies	\$8,078	\$30,000			\$10,900	(\$19,100)
83	7397	Miscellaneous Small Tools	\$6,773	\$3,500	\$10,369	\$10,369	\$5,000	\$1,500
84	7398	Equipment Repair					\$1,000	\$1,000
85	7399	Computer Software			\$32,059	\$32,059	\$11,500	\$11,500
86	7405	Office Supplies	\$22,644	\$11,500	\$11,784	\$15,509	\$11,500	\$0
87	7406	Cleaning Supplies (household items)				\$2,000	\$2,000	\$2,000
88	7407	Minor Equipment (furniture <\$1K)					\$500	\$500
89	7408	Office Furniture	\$413	\$1,000	\$3,009	\$3,009	\$500	(\$500)
90	7409	Postage	\$12,575	\$2,500	\$2,185	\$2,500	\$2,500	\$0
91	7410	Office Supplies	\$9,656	\$8,000	\$6,590	\$8,000	\$6,000	(\$2,000)
92	7420	Rent & Facility Expense	\$27,269	\$25,500	\$36,958	\$37,058	\$39,500	\$14,000
93	7421	County Requested Maintenance					\$0	\$0

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	A	B	C	D	E	F	G	H
94	7422	Rent Public Meetings		\$500	\$0	\$0	\$500	\$0
95	7423	Building Rent					\$0	\$0
96	7424	Equipment Rental/Leasing					\$0	\$0
97	7425	Facility Maintenance - Landscape	\$23,388	\$15,000	\$24,877	\$24,877	\$4,000	(\$11,000)
98	7426	Building Repairs & Maintenance	\$3,881	\$10,000	\$12,081	\$12,181	\$35,000	\$25,000
99	7435	Insurance	\$0	\$50,000	\$54,628	\$55,000	\$67,033	\$17,033
100	7436	Insurance - Liability		\$50,000	\$54,628	\$55,000	\$28,514	(\$21,486)
101	7437	Insurance - Other					\$1,283	\$1,283
102	7438	Insurance - Property					\$21,882	\$21,882
103	7439	Insurance - Umbrella					\$15,354	\$15,354
104	7450	Permits & Fees	\$60,889	\$65,000	\$34,535		\$65,100	\$100
105	7451	Permits & Fees	\$45,889	\$40,000	\$19,535	\$19,535	\$40,000	\$0
106	7452	Special Expense					\$100	\$100
107	7453	NPDES NOV Fines	\$15,000	\$25,000	\$15,000	\$15,000	\$25,000	\$0
108	7465	Utilities	\$741,956	\$705,000	\$622,203	\$705,000	\$705,000	\$0
109	7466	Electrical Cost (General)					\$0	\$0
110	7467	Electrical Cost (water)	\$359,628	\$335,000	\$295,507	\$335,000	\$335,000	\$0
111	7468	Electrical Cost (sewer)	\$382,328	\$370,000	\$326,696	\$370,000	\$370,000	\$0
112	7469	Electrical Cost CCC					\$0	\$0
113	7480	Chemicals	\$99,290	\$100,000	\$62,258	\$100,000	\$62,500	(\$37,500)
114	7495	Freight	\$0	\$0	\$0		\$2,500	\$2,500
116	7510	Other	\$160,538	\$209,000	\$202,412	\$227,314	\$209,000	\$0
117	7511	Miscellaneous Bank Charges		\$500	\$159	\$300	\$500	\$0
118	7512	Miscellaneous Services & Supplies	\$13,974	\$2,500	\$15,014	\$15,014	\$2,500	\$0
119	7513	Miscellaneous Reimbursable	\$146,564	\$1,000	\$5,820	\$7,000	\$1,000	\$0
120	7514	Landscape Related Reimbursable		\$200,000	\$177,936	\$200,000	\$200,000	\$0
121	7515	Unrecoverable Charges		\$5,000	\$3,483	\$5,000	\$5,000	\$0
122	7516	G.F. Expenditures					\$0	\$0
123	7517	Miscellaneous					\$0	\$0
124	7518	Bad Debt					\$0	\$0
125	7519	Debt Services					\$0	\$0
126		Sub Total	\$2,033,748	\$1,921,300	\$1,611,062	\$1,888,924	\$1,959,933	\$38,633
127		Inter-Governmental Charges						
128	7525	Inter-Governmental Charges	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
129	7526	Cost of Goods Sold (COGS)					\$0	\$0
130	7527	Taxes & Assessments					\$1,000	\$1,000
132	7529	Reimbursement for County Admin. Costs					\$0	\$0
133	7530	Revenue Collection	\$4,640	\$6,000			\$0	(\$6,000)
134	7531	Investment Fee		\$200	\$200	\$200	\$200	\$0
135	7532	Data Processing/Payroll Wire Transfer Fees		\$480	\$400	\$80	\$2,600	\$2,120
136	7533	Accounting (A/P, A/R, GL)		\$2,000			\$2,000	\$0
137	7534	Public Works - Permits	\$15,622	\$10,000	\$12,965		\$12,000	\$2,000
138	7535	Property Taxes		\$10,000	\$9,506		\$10,000	\$0
139	7540	Interest Expense					\$0	\$0
140	7555	Depreciation Expense					\$0	\$0
141	7570	Gain or Loss Disposal/Sale of Assets					\$0	\$0
142		Sub Total	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
143								
144		O&M Encumbrance(s) Carry Over (Re-budgeted)					\$140,918	
145		Total Consolidated O&M	\$4,288,831	\$4,425,696	\$3,478,610	\$4,317,608	\$4,602,933	\$177,237

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Account	Account Description	Dept/Proj#	2010/2011 ACTUALS	2011/2012 BUDGET	2011/2012 ACTUALS April 2012	2012/2013 Budget	Variance
3000	Equipment		\$ -	\$ -	\$ -	\$ 75,000	\$ -
	Community Message Board	A				\$ 40,000	
	Boom Lift	W/WW				\$ 25,000	
	Security Camera's	WW				\$ 10,000	
3120	CIP wastewater		\$ -	\$ 1,125,665	\$ 417,316	\$ 310,000	\$ -
	Secondary Effluent Pump Station Modifications	5					
	Secondary Effluent Equalization	6					
	Effluent Filtration	7					
	Revise UV Disinfection Weirs	8					
	Conduct UV Disinfection Viral Bioassay Test	9			\$ 50,000		
	Upgrade UV Disinfection	10					
	Add Pump to Export Pump Station	12					
	Solids Improvements, phase 2: One New Solar Dryer	14 ✓				\$ 110,000	
	Collection System Pump Station Improvements	15 ✓				\$ 150,000	
	SCADA Improvements	16 ✓				\$ 50,000	
	Fiber to Plant 1						
3135	CIP Water		\$ -	\$ 124,000	\$ 115,000	\$ 251,400	\$ -
	Source Capacity						
	Well 7	1a		\$ 40,000		\$ 221,400	
	Well 1B pump Equipment Upgrade	1d				\$ 30,000	
	Treatment Filter at Willow Lake						
	Treatment Filter unit at Willow Lk WTP vessel, media, foundation, all new face piping & controls	2a					
	New Backwash Tank at Willow Lk WTP piping modifications & foundation	2b					
	New Recycle Pumps at Willow Lk WTP 3 pumps, piping & controls	2c					
	Recycle Pump Upgrade - Newport	2e					
3150	Structures & Improvements Wastewater		\$ -	\$ -	\$ -	\$ 1,652,781	\$ -
	Influent Pump Station Modifications	1				\$ 58,882	
	RE-Activate Pump Station W	2				\$ 21,319	
	Emergency Storage Facilities	3				\$ 14,580	
	Splitter Box, OX ditch, Clarifier, RAS pumps at Plant 2, standby Aerators	4				\$ 605,000	
	Reverse Osmosis Facilities	11					
	Solids Improvements, Phase 1: New Solar Dryers and 2 Belt Presses	13. ✓			\$ 800,000	\$ 800,000	
*****	Upgrade OX Ditch 1						
	Rehab Manholes					\$ 18,000	
	Raise Manholes					\$ 10,000	
	Spare NTU Sensor					\$ 60,000	
	Road Crossing Ramps					\$ 15,000	
	Salinity Project					\$ 50,000	
3165	Structures & Improvements Water		\$ -	\$ -	\$ -	\$ 185,000	\$ -
	Water Distribution System						
	Replace 8-in mainline w/new 16-in C90S - willow lk from Disco Blvd to Beaver Ln	3b				\$ 150,000	
	Storage Tanks						
	New Water Storage Tank - Newport WTP	4a					
	Willow Lake WTP Chemical Room Upgrade					\$ 25,000	
	Security Door Locks					\$ 10,000	
3180	Infrastructure Replacement Fund		\$ -	\$ 320,000	\$ 320,000	\$ 500,000	\$ -
	Sewer Infrastructure Replacement Program			\$ 150,000	\$ 150,000	\$ 200,000	
	Pumps/Motors Replacement Fund Program			\$ 40,000	\$ 40,000	\$ 50,000	
	Water Infrastructure Replacement Program			\$ 100,000	\$ 100,000	\$ 200,000	
	Facilities & Vehicles Replacement Fund			\$ 30,000	\$ 30,000	\$ 50,000	
	Encumbrance(s) Carry Over (Re-budgeted) Capital					\$ 1,806,125	
	Capital Totals		\$ 856,610	\$ 1,569,665	\$ 852,316	\$ 1,253,000	\$ 400,684
	Bond Financed Totals					\$ 921,181	
	Growth Induced Totals						
	Total Capital		\$ -	\$ 1,569,665	\$ 852,316	\$ 2,974,181	\$ 400,684

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Account	Account Description	Dept./Proj#	2013/2014 Budget	2014/2015 Budget	2015/2016 Budget	2016/2017 Budget	SUM
3000	Equipment		\$ -	\$ -	\$ -	\$ -	\$ 75,000
	Community Message Board	A					\$ 40,000
	Boom Lift	W/WW					\$ 25,000
	Security Camera's	WW					\$ 10,000
3120	CIP wastewater		\$ 235,000	\$ 916,400	\$ 4,221,300	\$ 2,211,300	\$ 7,894,000
	Secondary Effluent Pump Station Modifications	5			\$ 250,000		\$ 250,000
	Secondary Effluent Equalization	6			\$ 680,000		\$ 680,000
	Effluent Filtration	7		\$ 461,400	\$ 2,076,300	\$ 2,076,300	\$ 4,614,000
	Revise UV Disinfection Weirs	8					\$ -
	Conduct UV Disinfection Viral Bioassay Test	9					\$ -
	Upgrade UV Disinfection	10		\$ 120,000	\$ 1,080,000		\$ 1,200,000
	Add Pump to Export Pump Station	12		\$ 100,000			\$ 100,000
	Solids Improvements, phase 2: One New Solar Dryer	14					\$ -
	Collection System Pump Station Improvements	15	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 650,000
	SCADA Improvements	16	\$ 100,000	\$ 100,000			\$ 350,000
	Fiber to Plant 1						\$ 50,000
3135	CIP Water		\$ 648,020	\$ 894,380	\$ 403,200	\$ 28,800	\$ 2,225,800
	Source Capacity						\$ -
	Well 7	1a	\$ 627,300	\$ 627,300			\$ 1,476,000
	Well 1B pump Equipment Upgrade	1d					\$ 30,000
	Treatment Filter at Willow Lake						\$ -
	Treatment Filter unit at Willow Lk WTP vessel, media, foundation, all new face piping & controls	2a	\$ 20,720	\$ 238,280			\$ 259,000
	New Backwash Tank at Willow Lk WTP piping modifications & foundation	2b		\$ 28,800	\$ 331,200		\$ 360,000
	New Recycle Pumps at Willow Lk WTP 3 pumps, piping & controls	2c			\$ 72,000		\$ 72,000
	Recycle Pump Upgrade - Newport	2e				\$ 28,800	\$ 28,800
3150	Structures & Improvements Wastewater		\$ 4,473,390	\$ 4,186,710	\$ 1,350,000	\$ -	\$ 11,662,881
	Influent Pump Station Modifications	1	\$ 981,360				\$ 1,040,242
	RE-Activate Pump Station W	2	\$ 355,320				\$ 376,639
	Emergency Storage Facilities	3	\$ 114,210	\$ 114,210			\$ 243,000
	Splitter Box, OX ditch, Clarifier, RAS pumps at Plant 2, standby Aerators	4	\$ 2,722,500	\$ 2,722,500			\$ 6,050,000
	Reverse Osmosis Facilities	11					\$ -
	Solids Improvements, Phase 1: New Solar Dryers and 2 Belt Presses	13	\$ 300,000	\$ 1,350,000	\$ 1,350,000		\$ 3,800,000
*****	Upgrade OX Ditch 1						
	Rehab Manholes						\$ 18,000
	Raise Manholes						\$ 10,000
	Spare NTU Sensor						\$ 60,000
	Road Crossing Ramps						\$ 15,000
	Salinity Project						\$ 50,000
3165	Structures & Improvements Water		\$ 250,000	\$ 336,400	\$ 1,743,600	\$ 610,960	\$ 3,125,960
	Water Distribution System						\$ -
	Replace 8-in mainline w/new 16-in C905 - willow lk from Disco Blvd to Beaver Ln	3b	\$ 250,000	\$ 250,000	\$ 750,000	\$ 610,960	\$ 2,010,960
	Storage Tanks						\$ -
	New Water Storage Tank - Newport WTP	4a		\$ 86,400	\$ 993,600		\$ 1,080,000
	Willow Lake WTP Chemical Room Upgrade						\$ 25,000
	Security Door Locks						\$ 10,000
3180	Infrastructure Replacement Fund		\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
	Sewer Infrastructure Replacement Program		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
	Pumps/Motors Replacement Fund Program		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
	Water Infrastructure Replacement Program		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
	Facilities & Vehicles Replacement Fund		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
	Encumbrance(s) Carry Over (Re-budgeted) Capital						\$ 1,806,125
	Capital Totals		\$ 985,000	\$ 985,000	\$ 1,385,000	\$ 1,245,960	\$ 5,853,960
	Bond Financed Totals		\$ 5,100,690	\$ 4,814,010	\$ 2,280,000		\$ 13,115,881
	Growth Induced Totals		\$ 20,720	\$ 1,034,880	\$ 4,553,100	\$ 2,105,100	\$ 7,713,800
	Total Capital		\$ 6,106,410	\$ 6,833,890	\$ 8,218,100	\$ 3,351,060	\$ 27,483,641

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

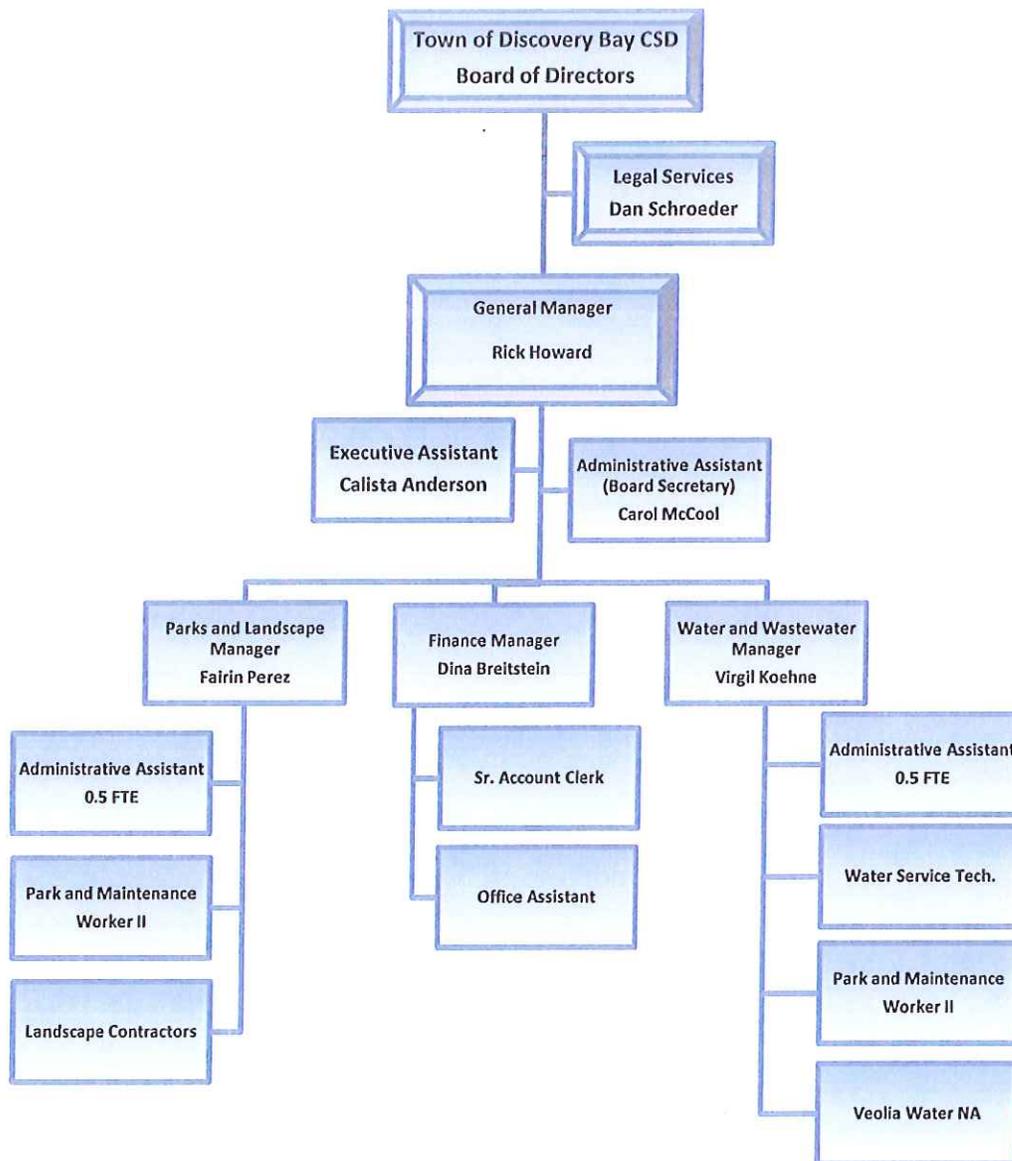


**FY 2012-13 Authorized Positions  
Regular Positions/Full Time Equivalents (FTE's)**

	<b>Actual</b>	<b>Actual</b>	<b>Proposed</b>
<b>Position Title</b>	<b>FY 2010-11</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>
Director	5.0	5.0	5.0
General Manager	1.0	1.0	1.0
Water and Wastewater Manager	1.0	1.0	1.0
Landscape Manager	1.0	0.0	0.0
Finance Manager	0.0	1.0	1.0
Parks and Landscape Manager	0.0	1.0	1.0
Administrative Assistant	3.0	2.0	2.0
Executive Assistant	0.0	1.0	1.0
Office Clerk	1.0	0.0	0.0
Office Assistant	0.0	1.0	1.0
Account Clerk	1.0	0.0	0.0
Sr. Account Clerk	1.0	1.0	1.0
Water Services Worker	1.0	0.0	0.0
Water Services Technician	0.0	1.0	1.0
Parks and Maintenance Worker I	1.0	1.0	0.0
Parks and Maintenance Worker II	1.0	1.0	2.0
<b>Totals</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>

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



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Town of Discovery Bay CSD  
2012-2013 Program Summary

Department:	Parks & Landscaping Services
Program Area:	Parks & Landscaping

**Program Description:**

The Parks and Landscaping Program provides for the planning, maintenance & capital needs of the Parks & landscaping network in Discovery Bay. Specifically, the Parks & Landscaping Program provides information necessary for the Board of Directors to establish priorities and make well-informed decision in regards to the Towns Parks and Landscaping matters. This program provides a comprehensive maintenance and rehabilitation program for 5 parks and the streetscapes inside Discovery Bay. In addition the maintenance and rehabilitation program includes repair and maintenance of the parks within Zones 8, 9, 35, 57, 61 and the Park n Ride area. This program conducts preventative maintenance on streetscapes, which includes design and planting and ensuring proper drainage. This program maintains and replaces all plants and trees to ensure health, vitality and visual appeal as well as maintains inventory lists annually to project funding and scheduling of future repairs, projects and replacement.

**Accomplishments, 2011-2012:**

- Completion of Cornell Park Playground Renovation Project
- Renovated Tennis Courts, Cornell Park
- Removal and Reinstallation of Regulation Size Horse Shoe Pits, Cornell Park
- Renovation of Bocce Courts, Cornell Park
- Tot Lot Removal, Cornell Park
- Installation of new landscaping along Discovery Bay Blvd. (East), In House
- Completion of Regatta Park Basketball Court Construction Project
- Irrigation upgrades, improved water efficiency – Slifer & Regatta Parks
- Successful management and continued coordination of EBRPD WW Grant Funds
- Coordination of community planting and clean up project (Earth Day), Over 115 trees to Slifer Park and surrounding area.
- Completed first winterization and restart of Ravenswood Splash Pad.
- Completed Draft 5 Year CIP budgets - Zones 8, 9
- Completed and coordinated with Contra Costa County on the environmental review process and design approval for Slifer Park Shade Structures.

**Objectives, 2012-2013:**

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1. Successfully complete all approved Capital Improvement Projects on time and within budget.
  - Slifer Park Shade Structure(s) Addition Project
  - Slifer Park Playground Surfacing Upgrade
  - Zone 35 Pedestrian Pathway resurfacing
  - Clipper Drive Planting Improvement Project
  - Cornell Park Pickle Ball Court Addition Project
  - Cornell Park Splash Pad Project
  - Cornell Park Lighting (Solar) Replacements
  - Cornell Park Bench and Picnic Table upgrades
  - Newport Drive Planting Improvements
  - Point of Timber Planting Improvements
2. Implement staff training programs; pesticide safety, parks and recreation management, Oasis irrigation management, arborist certifications, equipment safety protocol.
3. Scan all final landscape and irrigation plan sets to allow for paperless accessibility.
4. Continue to track and manage landscape water usage; improve efficiency rates and water conservation.
5. Collaborate internally to integrate and transfer all Landscape Zones financial tracking to Accounting Department.
6. Continue to manage current approved Grant programs; research and seek out additional funding sources (qualifying grants, sponsorships, etc.).

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**Town of Discovery Bay Landscape and Lighting Zone #8**  
**Proposed FY 2012-13 Operating & Capital Improvement Budget**  
**Draft Date May 9, 2012**

**Operating & Maintenance Budget**

Obj #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013 Proposed Budget
	<b>Salary &amp; Wages</b>			
2310	<b>Staff Payroll</b>	\$93,760	\$93,760	\$67,032
	Parks & Landscape Manager			\$28,959
	Parks Maintenance Workers (I & II)			\$23,901
	Administrative Assistant			\$10,692
	Misc. Staff			\$3,480
	<b>Sub-Total</b>	\$93,760	\$93,760	\$67,032
	<b>Contractual Services</b>			
2310	<b>Professional/Specialized Services</b>	\$8,000		\$6,000
	Legal Services		\$1,000	\$5,000
	Consultants/Other		\$1,000	\$1,000
2360	<b>Insurance</b>	\$6,500		\$7,500
	SDRMA		\$4,949	\$7,500
	<b>Sub-Total</b>	\$14,500	\$6,949	\$13,500
	<b>Operations &amp; Maintenance</b>			
2100	<b>Office Expenses, Supplies</b>	\$1,250	\$1,750	\$1,250
2102	<b>Books, Periodicals &amp; Subscriptions</b>	\$200	\$160	\$200
2103	<b>Postage</b>	\$100	\$22	\$100
2110	<b>Communications</b>	\$1,765		\$2,325
	Verizon - Cell Phones		\$1,100	\$1,200
	AT&T - Office Lines / Internet Service		\$213	\$1,125
2120	<b>Utilities</b>	\$108,500		\$111,667
	PG&E (Street Lighting & Irrigation Clocks)		\$82,523	\$84,350
	Water		\$19,200	\$23,630
	Garbage		\$3,627	\$3,687
2130	<b>Small Tools &amp; Instruments</b>	\$3,000	\$3,000	\$2,500
2131	<b>Minor Equipment, Furniture less than \$1,000</b>	\$500	\$570	\$500
2170	<b>Household Items</b>	\$1,750	\$1,750	\$1,750
2190	<b>Public Notices</b>	\$300	\$300	\$300
2200	<b>Memberships</b>	\$500	\$507	\$500
2250	<b>Rent &amp; Lease of Equipment</b>	\$500	\$560	\$500
2251	<b>Computer Software</b>	\$0	\$0	\$0
2270	<b>Maintenance of Equipment</b>	\$1,200	\$1,952	\$1,200
2271	<b>Automotive Supplies &amp; Repairs</b>	\$2,000	\$1,450	\$2,000
2272	<b>Gasoline</b>	\$3,500	(\$4,500)	\$4,000
2281	<b>Maintenance of Buildings</b>	\$6,500		\$7,020
	Cornell Restrooms - Janitorial		\$4,079	\$4,070
	Cornell Restroom - Repairs		\$2,000	\$2,000
	Offices		\$1,000	\$950
2282	<b>Grounds Maintenance</b>	\$212,000		\$181,254
	Landscape Maintenance Fees		\$93,027	\$101,484
	Irrigation Repairs (Planned)		\$40,291	\$20,000
	Clock Replacements		\$425	\$3,000
	Pedestal Replacements		\$1,250	\$2,500
	Emergency Work (Irrigation)		\$2,400	\$2,500
	Emergency Work (Tree Care)		\$2,385	\$3,000
	Tree Care Services (Palm Trees)		\$6,449	\$6,750
	Tree Care Services (Planned Rotations)		\$10,500	\$12,500
	Planting Replacements (Minor, Planned)		\$1,637	\$4,000
	Turf Care Program		\$2,290	\$4,750
	Baseball Field Maintenance			\$1,200
	Color Changes (Cornell Park & Front Entrance)		\$2,910	\$4,410
	Pest Control		\$450	\$1,350
	Lighting Maintenance (Entrance & Cornell)		\$2,755	\$2,750
	Drinking Fountain Cleaning		\$300	\$300
	Mulch Replacement Program		\$5,600	\$10,760
2284	<b>Requested Maintenance from County</b>	\$0	\$0	\$0
2301	<b>Employee Auto Mileage - Reimbursement</b>	\$600	\$600	\$250
2303	<b>Other Travel Employee Expenses / Training</b>	\$1,500	\$1,510	\$2,500
2470	<b>Road/Construction Materials (Street Signs)</b>	\$500	\$65	\$500
2479	<b>Other Special Expenses</b>	\$12,000		\$10,100
	Christmas / Entrance Lighting		\$5,292	\$5,100
	Miscellaneous		\$4,000	\$5,000
2490	<b>Miscellaneous Services &amp; Supplies</b>	\$300	\$100	\$1,000
	<b>Sub-Total</b>	\$358,465	\$305,499	\$331,416
7800	<b>Inter-Governmental Charges</b>			
3530/3550	<b>Taxes &amp; Assessments</b>	\$1,000	\$760	\$1,200
3611	<b>Interfund Exp. (Investment &amp; Property Tax)</b>	\$500	\$500	\$500
5011	<b>Reimbursement for County Admin. Costs</b>	\$500	\$500	\$500
	<b>Sub-Total</b>	\$2,000	\$1,760	\$2,200
	<b>TOTAL O&amp;M Budget</b>	\$468,725	\$407,968	\$414,147

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Town of Discovery Bay Landscape and Lighting Zone #8  
 Proposed FY 2012-13 Operating & Capital Improvement Budget  
 Draft Date May 9, 2012

**Capital Budget**

Acct. #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013 Proposed Budget
<b>PARKS</b>				
4789	Cornell Park - Playground Replacement	\$165,000	\$77,165	(\$22,330)
4834	Cornell Park Improvements	\$92,100		\$396,250
	Cornell Park (ADA Upgrades)	\$34,600	\$38,137	
	Cornell Park (Tennis Court Surfacing)	\$20,000	\$22,153	
	Cornell Park (Tennis Court Fencing) Amendment Pending		\$22,014	
	Cornell Park (Dog Park Fencing)	\$0	\$0	
	Cornell Park (Tot Lot Removal)	\$12,500	\$9,878	
	Cornell Park (Horse Shoe & Bocce Court)	\$25,000	\$25,000	
	Cornell Park (Pickle Ball Courts)			\$120,000
	Cornell Park (Solar Lighting)			
	Cornell Park (Par Course)			
	Cornell Park (Splash Pad)			\$250,000
	Cornell Park (Bench & Picnic Table Replacements)			\$26,250
	<b>Parks Sub Total</b>	<b>\$257,100</b>	<b>\$117,182</b>	<b>\$373,920</b>
<b>STREETSCAPE</b>				
4265	Various Improvements	\$7,500	\$4,500	\$5,000
4546	Structure & Walkway Repairs	\$2,000	\$2,000	\$2,500
4829	Landscape Master Plan Areas	\$77,803		\$137,344
	Discovery Bay Blvd. (West) / Sand Point Road	(\$19,697)	(\$19,697)	
	Highway 4 (East)	\$55,000	\$10,156	\$44,844
	Discovery Bay Blvd. (East)	\$42,500	\$41,239	
	Clipper Drive (Tree & Shrub Plantings)			\$75,000
	Island / Levee (Irrigation Upgrades/Plantings In House)			\$17,500
	Newport Lane (New Installation)			
	Highway 4 (West)			
	<b>Streetscape Sub Total</b>	<b>\$87,303</b>	<b>\$31,698</b>	<b>\$144,844</b>
<b>MISC.</b>				
4853	Vehicle Purchase	\$25,000	\$23,386	
4959	Tools & Sundry Equipment	\$3,000		\$48,500
	Miscellaneous Tools or Equipment		\$627	\$3,500
	50' Boom Lift (Towable)			\$35,000
	Landscape Utility Vehicle			\$10,000
	<b>Misc. Sub Total</b>	<b>\$28,000</b>	<b>\$24,013</b>	<b>\$48,500</b>
	<b>Total Capital Budget</b>	<b>\$372,403</b>	<b>\$172,892</b>	<b>\$567,265</b>

**Revenue Budget**

Acct#	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013
	<b>Revenue</b>			
740	Current Funds in Contra Costa County	\$1,443,929	\$1,443,929	\$1,316,567
500	Accounts Payable - Yr. End			
510	Retainage Account			
830	Disbursements			
9010	Current Property Taxes	\$439,498	\$439,498	\$448,288
9011	Property Tax Supplemental/Unitary/Secured			
9018	SRAF State Rev Transfer			
9020	Property Taxes - Current Unsecured	\$14,000	\$14,000	\$14,280
9035	Property Taxes - Prior Unsecured			
9181	Earnings on Investments			
9385	H/O Prop Tax Relief/State Aid/In Lieu Taxes			
9975	Misc. Non Taxable Revenue			
9799	Misc. Revenue & Services			
	<b>GRAND TOTAL REVENUE</b>	<b>\$453,498</b>	<b>\$453,498</b>	<b>\$462,568</b>

**Summary**

	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013
TOTAL O&M Budget	\$468,725	\$407,968	\$414,147
TOTAL CAPITAL Budget	\$372,403	\$172,892	\$567,265
<b>GRAND TOTAL BUDGETS</b>	<b>\$841,128</b>	<b>\$580,861</b>	<b>\$981,412</b>
TOTAL ANNUAL REVENUE	\$453,498	\$453,498	\$462,568
BALANCE FORWARD	\$1,443,929	\$1,443,929	\$1,316,567
<b>FUND VALUE</b>	<b>\$1,897,427</b>	<b>\$1,897,427</b>	<b>\$1,779,134</b>
CONTRIBUTION TO RESERVES	\$1,058,299	(\$1,316,567)	\$797,723
<b>GRAND TOTAL (Budgets/Revenue/Reserve)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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1.310 Reserves.



Town of Discovery Bay Landscape and Lighting Zone #3  
 Proposed 5 Year Operating & Capital Improvement Budget  
 Draft Date May 9, 2012

Operating & Maintenance Budget

Obj #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
	<b>Salary &amp; Wages</b>							
2310	<b>Staff Payroll</b>	\$93,760	\$93,760	\$67,032	\$69,378	\$71,806	\$74,319	\$76,921
	Parks & Landscape Manager		\$28,959	\$29,973	\$31,022	\$32,108	\$33,232	\$33,232
	Parks Maintenance Workers (I & II)		\$23,901	\$24,737	\$25,603	\$26,499	\$27,427	\$27,427
	Administrative Assistant		\$10,692	\$11,066	\$11,453	\$11,854	\$12,269	\$12,269
	Misc. Staff		\$3,480	\$3,602	\$3,728	\$3,858	\$3,993	\$3,993
	<b>Sub-Total</b>	\$93,760	\$93,760	\$67,032	\$69,378	\$71,806	\$74,319	\$76,921
	<b>Contractual Services</b>							
2310	<b>Professional/Specialized Services</b>	\$8,000		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
	Legal Services		\$1,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	Consultants/Other		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
2360	<b>Insurance</b>	\$6,500		\$7,500	\$7,500	\$7,875	\$7,875	\$7,875
	SDRMA		\$4,949	\$7,500	\$7,500	\$7,875	\$7,875	\$7,875
	<b>Sub-Total</b>	\$14,500	\$6,949	\$13,500	\$13,500	\$13,875	\$13,875	\$13,875
	<b>Operations &amp; Maintenance</b>							
2100	<b>Office Expenses, Supplies</b>	\$1,250	\$1,750	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
2102	Books, Periodicals & Subscriptions	\$200	\$160	\$200	\$200	\$200	\$200	\$200
2103	Postage	\$100	\$22	\$100	\$100	\$100	\$100	\$100
2110	<b>Communications</b>	\$1,765		\$2,325	\$2,441	\$2,441	\$2,563	\$2,563
	Verizon - Cell Phones		\$1,100	\$1,200	\$1,260	\$1,260	\$1,323	\$1,323
	AT&T - Office Lines / Internet Service		\$213	\$1,125	\$1,181	\$1,181	\$1,240	\$1,240
2120	<b>Utilities</b>	\$108,500		\$111,667	\$120,064	\$124,563	\$130,672	\$135,476
	PG&E (Street Lighting & Irrigation Clocks)		\$82,523	\$84,350	\$85,194	\$86,471	\$87,336	\$88,209
	Water		\$19,200	\$23,630	\$31,073	\$34,180	\$39,307	\$43,238
	Garbage		\$3,627	\$3,687	\$3,798	\$3,912	\$4,029	\$4,029
2130	<b>Small Tools &amp; Instruments</b>	\$3,000	\$3,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
2131	Minor Equipment, Furniture less than \$1,000	\$500	\$570	\$500	\$500	\$500	\$500	\$500
2170	<b>Household Items</b>	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750
2190	Public Notices	\$300	\$300	\$300	\$300	\$300	\$300	\$300
2200	Memberships	\$500	\$507	\$500	\$500	\$500	\$500	\$500
2250	<b>Rent &amp; Lease of Equipment</b>	\$500	\$560	\$500	\$500	\$500	\$500	\$500
2251	Computer Software	\$0	\$0					
2270	<b>Maintenance of Equipment</b>	\$1,200	\$1,952	\$1,200	\$1,500	\$1,500	\$1,500	\$1,500
2271	Automotive Supplies & Repairs	\$2,000	\$1,450	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
2272	Gasoline	\$3,500	(\$4,500)	\$4,000	\$4,000	\$4,200	\$4,200	\$4,200
2281	<b>Maintenance of Buildings</b>	\$6,500		\$7,020	\$7,020	\$7,020	\$7,371	\$7,371
	Cornell Restrooms - Janitorial		\$4,079	\$4,070	\$4,070	\$4,070	\$4,274	\$4,274
	Cornell Restroom - Repairs		\$2,000	\$2,000	\$2,000	\$2,000	\$2,100	\$2,100
	Offices		\$1,000	\$950	\$950	\$950	\$998	\$998
2282	<b>Grounds Maintenance</b>	\$212,000		\$181,254	\$182,084	\$178,943	\$181,943	\$174,943
	Landscape Maintenance Fees		\$93,027	\$101,484	\$101,484	\$105,543	\$105,543	\$105,543
	Irrigation Repairs (Planned)		\$40,291	\$20,000	\$17,500	\$17,500	\$16,000	\$15,000
	Clock Replacements		\$425	\$3,000		\$3,000	\$1,600	
	Pedestal Replacements		\$1,250	\$2,500	\$2,500		\$1,250	\$1,250
	Emergency Work (Irrigation)		\$2,400	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
	Emergency Work (Tree Care)		\$2,385	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
	Tree Care Services (Palm Trees)		\$6,449	\$6,750	\$7,000	\$7,000	\$7,250	\$7,250
	Tree Care Services (Planned Rotations)		\$10,500	\$12,500	\$18,000	\$12,500	\$18,000	\$12,500
	Planting Replacements (Minor, Planned)		\$1,637	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
	Turf Care Program		\$2,290	\$4,750	\$5,000	\$3,500	\$3,500	\$3,500
	Baseball Field Maintenance			\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
	Color Changes (Cornell Park & Front Entrance)		\$2,910	\$4,410	\$4,500	\$4,500	\$4,500	\$4,500
	Pest Control		\$450	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350
	Lighting Maintenance (Entrance & Cornell)		\$2,755	\$2,750	\$2,750	\$2,000	\$2,000	\$2,000
	Drinking Fountain Cleaning		\$300	\$300	\$300	\$350	\$350	\$350
	Mulch Replacement Program		\$5,600	\$10,760	\$11,000	\$11,000	\$11,000	\$11,000
2284	Requested Maintenance from County	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2301	Employee Auto Mileage - Reimbursement	\$600	\$600	\$250	\$250	\$250	\$250	\$250
2303	Other Travel Employee Expenses	\$1,500	\$1,510	\$2,500	\$2,000	\$1,500	\$2,000	\$1,500
2470	Road/Construction Materials (Street Signs)	\$500	\$65	\$500	\$500	\$500	\$500	\$500
2479	<b>Other Special Expenses</b>	\$12,000		\$10,100	\$10,100	\$10,100	\$10,100	\$10,100
	Christmas / Entrance Lighting		\$5,292	\$5,100	\$5,100	\$5,100	\$5,100	\$5,100
	Miscellaneous		\$4,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
2490	<b>Miscellaneous Services &amp; Supplies</b>	\$300	\$100	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	<b>Sub-Total</b>	\$358,465	\$305,499	\$331,416	\$340,559	\$341,618	\$351,700	\$349,004
7800	<b>Inter-Governmental Charges</b>							
3530/3550	<b>Taxes &amp; Assessments</b>	\$1,000	\$760	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
3611	Interfund Exp. (Investment & Property Tax)	\$500	\$500	\$500	\$500	\$500	\$500	\$500
5011	Reimbursement for County Admin. Costs	\$500	\$500	\$500	\$500	\$500	\$500	\$500
	<b>Sub-Total</b>	\$2,000	\$1,760	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200
	<b>TOTAL O&amp;M Budget</b>	\$468,725	\$407,968	\$414,147	\$425,637	\$429,499	\$442,094	\$441,999

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Town of Discovery Bay Landscape and Lighting Zone #3  
2012 Planning Workshop, January 14, 2012  
5 Year Estimated Budgets

Capital Budget								
Acct. #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
<b>PARKS</b>								
4789	Cornell Park - Playground Replacement	\$165,000	\$77,165	(\$22,330)				
4934	Cornell Park Improvements	\$92,100		\$396,250	\$147,250	\$50,000	\$50,000	\$0
	Cornell Park (ADA Upgrades)	\$34,600	\$38,137					
	Cornell Park (Tennis Court Surfacing)	\$20,000	\$22,153					
	Cornell Park (Tennis Court Fencing) Pending Amendment	\$22,014	\$22,014					
	Cornell Park (Dog Park Fencing)	\$0	\$0					
	Cornell Park (Tot Lot Removal)	\$12,500	\$9,878					
	Cornell Park (Horse Shoes & Bocce Court)	\$25,000	\$25,000					
	Cornell Park (Pickle Ball Courts)			\$120,000				
	Cornell Park (Splash Pad)			\$250,000				
	Cornell Park (Solar Lighting)				\$121,000			
	Cornell Park (Par Course)					\$50,000	\$50,000	
	Cornell Park (Bench & Picnic Table Replacements)			\$26,250	\$26,250			
	<b>Parks Sub Total</b>	<b>\$257,100</b>	<b>\$117,182</b>	<b>\$373,920</b>	<b>\$147,250</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>
<b>TREESCAPES</b>								
4265	Various Improvements	\$7,500	\$4,500	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
4546	Structure & Walkway Repairs	\$2,000	\$2,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
4929	Landscape Master Plan Areas	\$77,803		\$137,344	\$92,500	\$107,500	\$17,500	\$17,500
	Discovery Bay Blvd. (West) / Sand Point Road	(\$19,697)	(\$19,697)					
	Highway 4 (East)	\$55,000	\$10,156	\$44,844				
	Discovery Bay Blvd. (East)	\$42,500	\$41,239					
	Clipper Drive (Tree & Shrub Plantings)			\$75,000				
	Island / Levea (Irrigation Upgrades/Plantings In House)			\$17,500	\$17,500	\$17,500	\$17,500	\$17,500
	Newport Lane (New Installation)					\$90,000		
	Highway 4 (West)				\$75,000			
	<b>Streetscape Sub Total</b>	<b>\$87,303</b>	<b>\$31,698</b>	<b>\$144,844</b>	<b>\$100,000</b>	<b>\$115,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
<b>MISC.</b>								
4853	Vehicle Purchase	\$25,000	\$23,386					
4959	Tools & Sundry Equipment	\$3,000		\$47,500	\$2,500	\$2,500	\$2,500	\$2,500
	Miscellaneous Tools or Equipments		\$627	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
	Landscape Utility Vehicle			\$10,000				
	50' Boom Lift (Towable)			\$35,000				
	<b>Misc. Sub Total</b>	<b>\$28,000</b>	<b>\$24,013</b>	<b>\$47,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
	<b>Total Capital Budget</b>	<b>\$372,403</b>	<b>\$172,892</b>	<b>\$566,264</b>	<b>\$249,750</b>	<b>\$167,500</b>	<b>\$77,500</b>	<b>\$27,500</b>

Revenue Budget								
Acct#	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
<b>Revenue</b>								
740	Current Funds In Contra Costa County	\$1,443,929	\$1,443,929	\$1,316,567	\$798,724	\$595,156	\$479,413	\$450,700
500	Accounts Payable - Yr. End							
510	Retainage Account							
830	Disbursements							
9010	Current Property Taxes	\$439,498	\$439,498	\$448,288	\$457,254	\$466,399	\$475,727	\$485,241
9011	Property Tax Supplemental/Unitary/Secured							
9018	SRAF State Rev Transfer							
9020	Property Taxes - Current Unsecured	\$14,000	\$14,000	\$14,280	\$14,566	\$14,857	\$15,154	\$15,457
9035	Property Taxes - Prior Unsecured							
9181	Earnings on Investments							
9385	H/O Prop Tax Relief/State Aid/In Lieu Taxes							
9975	Misc. Non Taxable Revenue							
9799	Misc Revenue & Services							
	<b>GRAND TOTAL REVENUE</b>	<b>\$453,498</b>	<b>\$453,498</b>	<b>\$462,568</b>	<b>\$471,619</b>	<b>\$481,256</b>	<b>\$490,881</b>	<b>\$500,698</b>

Summary								
	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	
TOTAL O&M Budget	\$468,725	\$407,968	\$414,147	\$425,637	\$429,499	\$442,094	\$441,999	
TOTAL CAPITAL Budget	\$372,403	\$172,892	\$566,264	\$249,750	\$167,500	\$77,500	\$27,500	
<b>GRAND TOTAL BUDGETS</b>	<b>\$841,128</b>	<b>\$580,861</b>	<b>\$980,411</b>	<b>\$675,387</b>	<b>\$596,999</b>	<b>\$519,594</b>	<b>\$469,499</b>	
TOTAL ANNUAL REVENUE	\$453,498	\$453,498	\$462,568	\$471,619	\$481,256	\$490,881	\$500,698	
BALANCE FORWARD	\$1,443,929	\$1,443,929	\$1,316,567	\$798,724	\$595,156	\$479,413	\$450,700	
FUND VALUE	\$1,897,427	\$1,897,427	\$1,779,135	\$1,270,543	\$1,076,412	\$970,294	\$951,398	
CONTRIBUTION TO RESERVES	\$1,056,299	\$1,316,567	\$798,724	\$595,156	\$479,413	\$450,700	\$481,899	
<b>GRAND TOTAL (Budgets/Revenue/Reserve)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>					

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Town of Discovery Bay Landscape and Lighting Zone #9  
Proposed FY 2012-13 Operating & Capital Improvement Budget  
Draft Dated May 9, 2012

**Operating & Maintenance Budget**

Obj #	Account Description	2011/2012 Budget	2012 / 2013 Year End Estimate	Proposed 2012/2013 Budget
	<b>Salary &amp; Wages</b>			
2310	<b>Staff Payroll</b>	\$37,952	\$25,000	\$27,921
	Parks & Landscape Manager			\$10,860
	Parks Maintenance Workers (I & II)			\$8,963
	Administrative Assistant			\$6,110
	Misc. Staff			\$1,988
	Sub-Total	\$37,952	\$25,000	\$27,921
	<b>Contractual Services</b>			
2310	<b>Professional/Specialized Services</b>	\$8,200		\$5,000
	Legal Services			\$2,000
	Consultants/Other		\$5,840	\$3,000
2360	<b>Insurance</b>	\$1,500		\$1,850
	SDRMA		\$1,798	\$1,850
	Sub-Total	\$9,700	\$7,638	\$6,850
	<b>Operations &amp; Maintenance</b>			
2100	<b>Office Expenses, Supplies</b>	\$500	\$350	\$500
2102	<b>Books, Periodicals &amp; Subscriptions</b>	\$50	\$25	\$100
2103	<b>Postage</b>	\$150	\$0	\$50
2110	<b>Communications</b>	\$350		\$735
	Verizon - Cell Phones		\$300	\$360
	AT&T - Office Lines / Internet Service			\$375
2120	<b>Utilities</b>	\$26,325		\$16,384
	PG&E (Street Lighting & Irrigation Clocks)		(\$4,075)	\$1,284
	AT & T (Irrigation Clock)		\$75	\$100
	Water		\$14,500	\$15,000
2130	<b>Small Tools &amp; Instruments</b>	\$750	\$250	\$500
2131	<b>Minor Equipment, Furniture less than \$1,000</b>	\$250	\$100	\$500
2170	<b>Household Items</b>	\$750	\$500	\$600
2190	<b>Public Notices</b>	\$500	\$350	\$350
2200	<b>Memberships</b>	\$50	\$0	\$200
2250	<b>Rent &amp; Lease of Equipment</b>	\$0	\$376	\$0
2251	<b>Computer Software</b>	\$0	\$0	\$0
2270	<b>Maintenance of Equipment</b>	\$200	\$345	\$300
2271	<b>Automotive Supplies &amp; Repairs</b>	\$300	\$0	\$500
2272	<b>Gasoline</b>	\$500	\$500	\$750
2281	<b>Maintenance of Buildings</b>	\$0		\$2,100
	Temporary Restroom Facility - Splash Pad Season		\$300	\$2,100
2282	<b>Grounds Maintenance</b>	\$44,500		\$48,528
	Landscape Maintenance Fees		\$33,450	\$32,700
	Irrigation Repairs (Planned)		\$1,250	\$1,500
	Clock Replacements			\$3,500
	Emergency Work (Irrigation)			\$500
	Emergency Work (Tree Care)			\$0
	Tree Care Services (Planned Rotations)		\$1,525	\$1,550
	Planting Replacements (Minor, Planned)		\$1,450	\$1,500
	Turf Care Program		\$1,150	\$3,250
	Pest Control			\$500
	Lighting Maintenance (Solar)		\$796	\$0
	Drinking Fountain Cleaning		\$275	\$300
	Mulch Replacement Program		\$1,650	\$3,228
2284	<b>Requested Maintenance from County</b>	\$0		\$0
2301	<b>Employee Auto Mileage - Reimbursement</b>	\$50	\$10	\$50
2303	<b>Other Travel Employee Expenses</b>	\$0	\$387	\$500
2470	<b>Road/Construction Materials (Street Signs)</b>	\$0	\$0	\$200
2479	<b>Other Special Expenses</b>	\$1,350		\$1,000
	Miscellaneous		\$725	\$1,000
	Sub-Total	\$76,575	\$56,564	\$73,847
7800	<b>Inter-Governmental Charges</b>			
3530/3550	<b>Taxes &amp; Assessments</b>	\$425	\$1,645	\$1,700
3611	<b>Interfund Exp. (Investment &amp; Property Tax)</b>	\$0	\$0	\$0
5011	<b>Reimbursement for County Admin. Costs</b>	\$0	\$0	\$0
	Sub-Total	\$425	\$1,645	\$1,700
	<b>TOTAL O&amp;M Budget</b>	\$124,652	\$90,847	\$110,318

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Town of Discovery Bay Landscape and Lighting Zone #9  
Proposed FY 2012-13 Operating & Capital Improvement Budget  
Draft Dated May 9, 2012

**Capital Budget**

Acct. #	Account Description	2011/2012 Budget	2012 / 2013 Year End Estimate	Proposed 2012/2013 Budget
<b>PARKS</b>				
4265	Various Improvements (Splash Pad)	\$14,000	\$13,827	
4546	Structure & Walkway Repairs (Solar)	\$32,000	\$350	
4789	Park Improvements			\$0
	Concrete Work for ADA Temp Restroom			\$0
	Solar Lighting for Shade Structure			\$0
	<b>Parks Sub Total</b>	\$46,000	\$14,177	\$0
<b>STREETScape</b>				
4829	Streetscape Improvements			\$0
	<b>Streetscape Sub Total</b>	\$0		\$0
<b>MISC.</b>				
4959	Tools & Sundry Equipment	\$0		\$2,500
	Miscellaneous Tools or Equipments			\$500
	Landscape Utility Vehicle			\$2,000
	<b>Misc. Sub Total</b>	\$0		\$2,500
	<b>Total Capital Budget</b>	\$46,000	\$14,177	\$2,500

**Revenue Budget**

Acct#	Account Description	2011/2012 Budget	2012 / 2013 Year End Estimate	Proposed 2012/2013 Budget
	<b>Revenue</b>			
740	Current Funds in Contra Costa County	\$109,284	\$109,284	\$118,233
500	Accounts Payable - Yr. End			
510	Retainage Account			
830	Disbursements			
9010	Current Property Taxes	\$113,972	\$113,972	\$115,682
9011	Property Tax Supplemental/Unitary/Secured			
9018	SRAF State Rev Transfer			
9020	Property Taxes - Current Unsecured			
9035	Property Taxes - Prior Unsecured			
9181	Earnings on Investments			
9385	H/O Prop Tax Relief/State Aid/in Lieu Taxes			
9975	Misc. Non Taxable Revenue			
9799	Misc Revenue & Services			
	<b>GRAND TOTAL REVENUE</b>	\$113,972	\$113,972	\$115,682

**Summary**

	2011/2012 Budget	2012 / 2013 Year End Estimate	Proposed 2012/2013 Budget
TOTAL O&M Budget	\$124,652	\$90,847	\$110,318
TOTAL CAPITAL Budget	\$46,000	\$14,177	\$2,500
<b>GRAND TOTAL BUDGETS</b>	<b>\$170,652</b>	<b>\$105,024</b>	<b>\$112,818</b>
TOTAL ANNUAL REVENUE	\$113,972	\$113,972	\$115,682
BALANCE FORWARD	\$109,284	\$109,284	\$118,233
FUND VALUE	\$223,256	\$223,256	\$233,914
CONTRIBUTION TO RESERVES	\$52,604	\$118,233	\$121,096
<b>GRAND TOTAL (Budgets/Revenue/Reserve)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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Town of Discovery Bay Landscape and Lighting Zone #9  
 Proposed FY 2012-13 Operating & Capital Improvement Budget  
 Draft Dated May 9, 2012

Operating & Maintenance Budget

Obj #	Account Description	2011/2012 Budget	2012/2013 Year End Estimate	2013/2014	2014/2015	2015/2016	2016/2017
2310	Salary & Wages						
	Staff Payroll	\$37,952	\$25,000	\$27,921	\$29,909	\$30,956	\$32,040
	Parks & Landscape Manager		\$10,960	\$11,240	\$11,633	\$12,040	\$12,462
	Parks Maintenance Workers (I & II)		\$8,963	\$9,276	\$9,601	\$9,937	\$10,285
	Administrative Assistant		\$6,110	\$6,323	\$6,545	\$6,774	\$7,011
	Misc. Staff		\$1,988	\$2,058	\$2,130	\$2,205	\$2,282
	<b>Sub-Total</b>	<b>\$37,952</b>	<b>\$25,000</b>	<b>\$27,921</b>	<b>\$29,909</b>	<b>\$30,956</b>	<b>\$32,040</b>
2310	Contractual/Specialized Services						
	Legal Services	\$81,200	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	Consultants/Other		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
2360	Insurance		\$5,840	\$3,000	\$3,000	\$3,000	\$3,000
	SDRMA	\$1,500	\$1,850	\$1,943	\$2,040	\$2,130	\$2,228
	<b>Sub-Total</b>	<b>\$9,700</b>	<b>\$7,638</b>	<b>\$6,850</b>	<b>\$7,040</b>	<b>\$7,130</b>	<b>\$7,228</b>
2100	Operations & Maintenance						
2102	Office Expenses, Supplies	\$500	\$350	\$500	\$500	\$500	\$500
2103	Books, Periodicals & Subscriptions	\$50	\$25	\$100	\$100	\$100	\$100
2110	Postage	\$150	\$0	\$75	\$50	\$50	\$50
	Communications	\$350	\$300	\$360	\$378	\$397	\$397
	Verizon - Cell Phones		\$375	\$394	\$378	\$397	\$397
	AT&T - Office Lines / Internet Service		\$16,364	\$16,877	\$16,146	\$16,159	\$16,173
	PG&E (Street Lighting & Irrigation Clocks)		\$1,284	\$1,297	\$1,316	\$1,329	\$1,343
	AT&T (Irrigation Clock)		\$75	\$80	\$80	\$80	\$80
2130	Water	\$14,500	\$15,000	\$15,500	\$16,750	\$16,750	\$16,750
2131	Small Tools & Instruments	\$750	\$250	\$500	\$500	\$500	\$500
2170	Minor Equipment, Furniture less than \$1,000	\$250	\$500	\$500	\$500	\$500	\$500
2190	Household Items	\$750	\$500	\$600	\$600	\$600	\$600
2200	Public Notices	\$500	\$350	\$350	\$350	\$350	\$350
2250	Memberships	\$500	\$0	\$100	\$100	\$100	\$100
2250	Rent & Lease of Equipment	\$0	\$376	\$0	\$0	\$0	\$0
2251	Computer Software	\$0	\$0	\$0	\$0	\$0	\$0
2270	Maintenance of Equipment	\$200	\$300	\$300	\$300	\$300	\$300
2271	Automotive Supplies & Repairs	\$300	\$500	\$500	\$500	\$500	\$500
2272	Gasoline	\$500	\$750	\$750	\$750	\$750	\$750
2281	Maintenance of Buildings	\$0	\$2,100	\$2,100	\$2,100	\$2,100	\$2,100
2282	Temporary Restroom Facility - Splash Pad Season	\$44,500	\$130	\$2,100	\$2,100	\$2,100	\$2,100
	Landscaping Maintenance Fees		\$33,450	\$48,528	\$46,486	\$49,536	\$47,886
	Irrigation Repairs (Planned)		\$1,250	\$1,500	\$1,500	\$1,500	\$1,500
	Clock Replacements		\$3,500	\$500	\$500	\$500	\$500
	Emergency Work (Irrigation)		\$0	\$0	\$0	\$0	\$0
	Emergency Work (Tree Care)		\$0	\$0	\$0	\$0	\$0
	Tree Care Services (Planned Rotations)		\$1,525	\$1,550	\$1,600	\$1,650	\$1,700
	Planting/Replacements (Minor, Planned)		\$1,450	\$1,500	\$1,500	\$1,500	\$1,500
	Turf Care Program		\$1,150	\$3,250	\$3,250	\$3,250	\$3,250
	Pest Control		\$796	\$0	\$1,700	\$500	\$500
	Lighting Maintenance (Solar)		\$275	\$300	\$300	\$300	\$300
	Drinking Fountain Cleaning		\$1,650	\$3,228	\$3,228	\$3,228	\$3,228
	Mulch Replacement Program		\$0	\$0	\$0	\$0	\$0
2284	Requested Maintenance from County	\$0	\$0	\$0	\$0	\$0	\$0
2301	Employee Auto Mileage - Reimbursement	\$50	\$50	\$50	\$50	\$50	\$50
2303	Other Travel Employee Expenses	\$0	\$387	\$500	\$500	\$500	\$500
2470	Road/Construction Materials (Street Signs)	\$0	\$0	\$200	\$200	\$200	\$200
2479	Other Special Expenses	\$1,350	\$725	\$1,000	\$1,000	\$1,000	\$1,000
	Miscellaneous		\$56,394	\$73,727	\$73,584	\$77,011	\$75,374
	<b>Sub-Total</b>	<b>\$76,575</b>	<b>\$56,394</b>	<b>\$73,727</b>	<b>\$73,584</b>	<b>\$77,011</b>	<b>\$75,374</b>
7800	Inter-Governmental Charges						
3530/3550	Taxes & Assessments	\$425	\$1,645	\$1,700	\$1,700	\$1,700	\$1,700
3611	Interfund Exp. (Investment & Property Tax)	\$0	\$0	\$0	\$0	\$0	\$0
5011	Reimbursement for County Admin. Costs	\$425	\$1,645	\$1,700	\$1,700	\$1,700	\$1,700
	<b>Sub-Total</b>	<b>\$850</b>	<b>\$3,290</b>	<b>\$3,400</b>	<b>\$3,400</b>	<b>\$3,400</b>	<b>\$3,400</b>
	<b>TOTAL Obj# Budget</b>	<b>\$124,632</b>	<b>\$90,877</b>	<b>\$110,198</b>	<b>\$112,203</b>	<b>\$120,167</b>	<b>\$119,864</b>



Town of Discovery Bay Landscape and Lighting Zone #9  
 Proposed FY 2012-13 Operating & Capital Improvement Budget  
 Draft Dated May 9, 2012

**Capital Budget**

Acct. #	Account Description	2011/2012 Budget	2012/2013 Year End Estimate	2013/2014	2014/2015	2015/2016	2016/2017
PARKS							
4265	Various Improvements (Splash Pad)	\$14,000	\$13,827				
4546	Structure & Walkway Repairs (Solar)	\$32,000	\$350				
4789	Park Improvements		\$0	\$0	\$7,500	\$0	\$0
	Concrete Work for ADA Temp Restroom						
	Solar Lighting for Shade Structure						
	<b>Parks Sub Total</b>	\$46,000	\$14,177	\$0	\$7,500	\$0	\$0
STREETSCAPE							
4829	Streetscape Improvements						
	<b>Streetscape Sub Total</b>	\$0	\$0	\$0	\$0	\$0	\$0
MISC.							
4959	Tools & Sundry Equipment						
	Miscellaneous Tools or Equipments		\$2,500	\$500	\$500	\$500	\$500
	Landscape Utility Vehicle		\$500	\$500	\$500	\$500	\$500
			\$2,000	\$500	\$500	\$500	\$500
	<b>Misc. Sub Total</b>	\$0	\$2,500	\$500	\$500	\$500	\$500
	<b>Total Capital Budget</b>	\$46,000	\$14,177	\$500	\$8,000	\$500	\$500

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**Revenue Budget**

Acct#	Account Description	2011/2012 Budget	2012/2013 Year End Estimate	2013/2014	2014/2015	2015/2016	2016/2017
Revenue							
740	Current Funds in Contra Costa County						
500	Accounts Payable - Yr. End	\$109,284	\$109,284	\$121,386	\$128,236	\$127,211	\$127,510
510	Retainage Account						
830	Disbursements						
9010	Current Property Taxes						
9011	Property Tax Supplemental/Unliary/Secured	\$113,972	\$113,972	\$117,417	\$119,178	\$120,966	\$122,760
9018	SRAF State Rev Transfer						
9020	Property Taxes - Current Unsecured						
9035	Property Taxes - Prior Unsecured						
9181	Earnings on Investments						
9385	H/O Prop Tax Rollie/State Aid/in Lieu Taxes						
9975	Misc. Non Taxable Revenue						
9799	Misc Revenue & Services						
	<b>GRAND TOTAL REVENUE</b>	\$113,972	\$113,972	\$117,417	\$119,178	\$120,966	\$122,760

**Summary**

	2011/2012 Budget	2012/2013 Year End Estimate	2013/2014	2014/2015	2015/2016	2016/2017
TOTAL O&M Budget	\$124,652	\$90,677	\$110,067	\$112,203	\$120,167	\$119,864
TOTAL CAPITAL BUDGET	\$46,000	\$14,177	\$500	\$8,000	\$500	\$500
<b>GRAND TOTAL BUDGETS</b>	\$170,652	\$104,854	\$110,567	\$120,203	\$120,667	\$120,364
TOTAL ANNUAL REVENUE	\$113,972	\$113,972	\$117,417	\$119,178	\$120,966	\$122,760
BALANCE FORWARD	\$109,284	\$109,284	\$121,386	\$128,236	\$127,211	\$127,510
FUND VALUE	\$23,256	\$23,256	\$23,803	\$27,414	\$248,177	\$250,290
CONTRIBUTION TO RESERVES	\$52,604	\$118,402	\$128,236	\$127,211	\$127,510	\$129,926
<b>GRAND TOTAL (Budgets/Revenue/Reserve)</b>	\$0	\$0	\$128,236	\$127,211	\$127,510	\$129,926

Special Districts Budget Worksheet

Entity: LL2 Zone 35 / Fund 2881 (SANDY COVE - DISCOVERY BAY AREA)

Maximum Assessment is \$1,719.28 / Acre  
 FY 2012-13 Assessments @ \$1,719.28/Acre  
 6.92 Acres  
 8 Parcels

	Account Codes	FY 2011-12 6 month actuals/ 6 month projections	FY 2012-13 Prop. Budget
Fund Balance as of June 30		\$164,662.00	\$178,433.66
<b>Revenues:</b>			
Taxes and assessments (9895)		\$28,242.98	\$11,897.42
Interfund Rev.-Gov/Gov (9851)		\$0.00	\$0.00
Earnings on Investment (9181)		\$96.00	\$0.00
Total Revenue Available:		\$193,000.98	\$190,331.08
<b>Expenditures:</b>			
Office Expense (2100)		\$0.00	\$0.00
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$259.00)	(\$300.00)
Interfund Exp - (County Counsel) (3611)		(\$1.00)	\$0.00
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5449	(\$187.00)	(\$250.00)
Other Special Departmental (2250)		(\$75.00)	\$0.00
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5449	(\$7,333.00)	(\$10,000.00)
Grounds Maintenance - (in house) (3620)	WO5449	\$0.00	\$0.00
Professional Services (Non-County Staff) (2310)	WO5586	(\$4,044.96)	(\$5,392.68)
Professional Services (County Staff) (5011)	WO5586	(\$2,667.36)	(\$1,309.37)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task L99)	WO5450	\$0.00	\$0.00
<b>Capital Improvement Projects &amp; Reserves:</b>			
Capital Improvement Projects		\$0.00	\$0.00
Capital Replacement Projects		\$0.00	(\$167,130.32)
Operating Reserves (50% of Revenue)		\$0.00	(\$5,948.71)
Total Expenditures:		(\$14,567.32)	(\$190,331.08)
Balance Forward to Ensuing Year		\$178,433.66	(\$0.00)

CPI Info. Date	Actual CPI	Increase	Rate
Feb-03	197.70		\$1,434.92
Feb-04	198.10	0.20%	\$1,437.82
Feb-05	201.20	1.56%	\$1,460.32
Feb-06	207.10	2.93%	\$1,503.14
Feb-07	213.70	3.19%	\$1,551.04
Feb-08	219.61	2.77%	\$1,593.95
Feb-09	222.17	1.16%	\$1,612.49
Feb-10	226.15	1.79%	\$1,641.37
Feb-11	229.98	1.70%	\$1,669.21
Feb-12	236.88	3.00%	\$1,719.28

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Special Districts Budget Worksheet

Entity: LL2 Zone 57 / Fund 2877 (PACIFIC WATERWAYS - DISCOVERY BAY AREA)

Maximum assessment is: \$231.00 / EDU  
 FY 2012-13 Assessments @ \$231.00 / EDU  
 379.00 EDUs  
 379 Parcels

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	Account Codes	FY 2011-12 6 month actuals/ 6 month projections	FY 2012-13 Prop. Budget
Fund Balance as of June 30		\$322,295.00	\$171,363.51
<b>Revenues:</b>			
Taxes and assessments (9895)		\$87,549.00	\$87,549.00
Interfund Rev. Gov/Gov (9851)		\$0.00	\$0.00
Earnings on Investment (9181)		\$96.00	\$0.00
Total Revenue Available:		\$409,940.00	\$258,912.51
<b>Expenditures:</b>			
Office Expense (2100)		(\$200.00)	(\$250.00)
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$600.00)	(\$600.00)
Interfund Exp - (County Counsel) (3611)		(\$2,500.00)	\$0.00
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5583	(\$15,000.00)	(\$18,000.00)
Other Special Departmental (2250)		(\$87.00)	(\$2,550.00)
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5583	(\$50,000.00)	(\$50,697.00)
Grounds Maintenance - (in house) (3620)	WO5583	\$0.00	\$0.00
Professional Services (Non-County Staff) (2310)	WO5557	(\$20,042.79)	(\$26,667.85)
Professional Services (County Staff) (5011)	WO557/54	(\$9,146.70)	(\$9,776.55)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task L99)	WO5576	\$0.00	\$0.00
<b>Capital Improvement Projects &amp; Reserves:</b>			
Capital Improvement Projects - Basket Ball Court		(\$141,000.00)	\$0.00
Capital Replacement Projects		\$0.00	(\$106,596.61)
Operating Reserves (50% of Revenue)		\$0.00	(\$43,774.50)
Total Expenditures:		(\$238,576.49)	(\$258,912.51)
Balance Forward to Ensuing Year		\$171,363.51	\$0.00

Special Districts Budget Worksheet  
 Entity: LL2 Zone 61 / Fund 2833 (DISCOVERY BAY WEST)

Maximum Assessment is \$190.00 / EDU  
 FY 2012-13 Assessments @ \$125.00 / EDU  
 1,615.50 EDUs  
 1,924 Parcels

	Work Orders	FY 2011-12 6 month actuals/ 6 month projections	FY 2012-13 Prop. Budget
Fund Balance as of June 30		\$705,095.00	\$794,168.58
<b>Revenues:</b>			
Taxes and assessments (9895)		\$306,945.00	\$201,937.50
Interfund Rev. Gov/Gov (9851)		\$0.00	\$0.00
Earnings on Investment (9181)		\$226.00	\$0.00
<b>Total Revenue Available</b>		<b>\$1,012,266.00</b>	<b>\$996,106.08</b>
<b>Expenditures:</b>			
Office Expense (2100)		(\$200.00)	(\$1,000.00)
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$1,885.00)	(\$1,900.00)
Interfund Exp - (County Counsel) (3611)		\$0.00	\$0.00
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5583	(\$24,165.00)	(\$27,355.00)
Other Special Departmental (2250)		\$0.00	\$0.00
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5054	(\$107,000.00)	(\$77,761.00)
Grounds Maintenance - (in house) (3620)	WO5054	\$0.00	\$0.00
Professional Services (Non-County Staff) (2310)	WO5441	(\$43,594.60)	(\$65,174.93)
Professional Services (County Staff) (5011)	WO5441	(\$17,252.82)	(\$15,251.02)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task 199)	WO5025	\$0.00	\$0.00
<b>Capital Improvement Projects &amp; Reserves:</b>			
Capital Improvement Projects - Silver Park Shade Structure	WO5440	(\$10,000.00)	(\$180,000.00)
Capital Improvement Projects - Irrigation		(\$14,000.00)	\$0.00
Capital Replacement Projects		\$0.00	(\$526,695.38)
Operating Reserves (50% of Revenue)		\$0.00	(\$100,968.75)
<b>Total Expenditures</b>		<b>(\$218,097.42)</b>	<b>(\$996,106.08)</b>
<b>Balance Forward to Ensuing Year</b>		<b>\$794,168.58</b>	<b>\$0.00</b>

Subdivision	Total Units	Current Assessable	
		Units	Revenue
Village 1(7686)	57	57.00	\$7,125.00 Started FY01-02
Village 1 (12 unit remainder, Parcel 1)	12	6.00	\$750.00
Village 1(8143)	77	77.00	\$9,625.00 Started FY01-02
Village 1(8166)	58	58.00	\$7,250.00 Started FY01-02
Village 1(8167)	71	71.00	\$8,875.00 Started FY01-02
Village 2(8023)	99	99.00	\$12,375.00 Started FY02-03
Village 2(8428)	80	80.00	\$10,000.00 Started FY02-03
Village 2(8429)	77	77.00	\$9,625.00 Started FY02-03
Village 2(8430)	44	44.00	\$5,500.00 Started FY02-03
Village 2(8431)	50	50.00	\$6,250.00 Started FY02-03
Village 2(8432)	55	55.00	\$6,875.00 Started FY03-04
Village 2(8433)	49	49.00	\$6,125.00 Started FY03-04
Village 2 Senior Apartments	64	0.00	\$0.00
Village 3(8570)	72	72.00	\$9,000.00 Started FY04-05
Village 3 (8571)	97	97.00	\$12,125.00 Started FY05-06
Village 3 (8572)	88	88.00	\$11,000.00 Started FY05-06
Village 3 (8577)	110	109.50	\$13,687.50 Started FY05-06
Village 3 (8578)	47	47.00	\$5,875.00 Started FY05-06
Village 3 (8579)	92	92.00	\$11,500.00 Started FY05-06
Village 4(8580)	131	91.00	\$11,375.00 Started FY05-06
Village 4(8827)	137	78.00	\$9,750.00 Started FY05-06
Village 5(8828)	92	48.00	\$6,000.00 Started FY06-07
Village 5(8992)	148	74.00	\$9,250.00 Started FY07-08
Village 5(8993)	145	72.50	\$9,062.50 Started FY07-08
Village 5(9067)	47	23.50	\$2,937.50 Started FY07-08
<b>Total</b>	<b>1,999</b>	<b>1,615.50</b>	<b>\$201,937.50</b>

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



**ATTACHMENT A**

**Salary Wage Table**

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## TOWN OF DISCOVERY BAY CSD

### Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
101	8.00	693	1,387	16,640	10.00	867	1,733	20,800
102	8.20	711	1,421	17,056	10.25	888	1,777	21,320
103	8.41	728	1,457	17,482	10.51	911	1,821	21,853
104	8.62	747	1,493	17,919	10.77	933	1,867	22,399
105	8.83	765	1,531	18,367	11.04	957	1,913	22,959
106	9.05	784	1,569	18,827	11.31	981	1,961	23,533
107	9.28	804	1,608	19,297	11.60	1,005	2,010	24,122
108	9.51	824	1,648	19,780	11.89	1,030	2,060	24,725
109	9.75	845	1,690	20,274	12.18	1,056	2,112	25,343
110	9.99	866	1,732	20,781	12.49	1,082	2,165	25,976
111	10.24	888	1,775	21,301	12.80	1,109	2,219	26,626
112	10.50	910	1,819	21,833	13.12	1,137	2,274	27,291
113	10.76	932	1,865	22,379	13.45	1,166	2,331	27,974
114	11.03	956	1,912	22,938	13.79	1,195	2,389	28,673
115	11.30	980	1,959	23,512	14.13	1,225	2,449	29,390
116	11.59	1,004	2,008	24,100	14.48	1,255	2,510	30,125
117	11.88	1,029	2,059	24,702	14.85	1,287	2,573	30,878
118	12.17	1,055	2,110	25,320	15.22	1,319	2,637	31,650
119	12.48	1,081	2,163	25,953	15.60	1,352	2,703	32,441
120	12.79	1,108	2,217	26,602	15.99	1,385	2,771	33,252
121	13.11	1,136	2,272	27,267	16.39	1,420	2,840	34,083
122	13.44	1,165	2,329	27,948	16.80	1,456	2,911	34,935
123	13.77	1,194	2,387	28,647	17.22	1,492	2,984	35,809
124	14.12	1,223	2,447	29,363	17.65	1,529	3,059	36,704
125	14.47	1,254	2,508	30,097	18.09	1,568	3,135	37,621
126	14.83	1,285	2,571	30,850	18.54	1,607	3,214	38,562
127	15.20	1,318	2,635	31,621	19.00	1,647	3,294	39,526
128	15.58	1,350	2,701	32,411	19.48	1,688	3,376	40,514
129	15.97	1,384	2,768	33,222	19.96	1,730	3,461	41,527
130	16.37	1,419	2,838	34,052	20.46	1,774	3,547	42,565
131	16.78	1,454	2,909	34,904	20.98	1,818	3,636	43,629
132	17.20	1,491	2,981	35,776	21.50	1,863	3,727	44,720
133	17.63	1,528	3,056	36,671	22.04	1,910	3,820	45,838
134	18.07	1,566	3,132	37,587	22.59	1,958	3,915	46,984
135	18.52	1,605	3,211	38,527	23.15	2,007	4,013	48,159
136	18.99	1,645	3,291	39,490	23.73	2,057	4,114	49,363
137	19.46	1,687	3,373	40,477	24.33	2,108	4,216	50,597
138	19.95	1,729	3,457	41,489	24.93	2,161	4,322	51,862
139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
140	20.96	1,816	3,632	43,590	26.20	2,270	4,541	54,487
141	21.48	1,862	3,723	44,679	26.85	2,327	4,654	55,849
142	22.02	1,908	3,816	45,796	27.52	2,385	4,770	57,246
143	22.57	1,956	3,912	46,941	28.21	2,445	4,890	58,677
144	23.13	2,005	4,010	48,115	28.92	2,506	5,012	60,144

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## TOWN OF DISCOVERY BAY CSD

### Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
145	23.71	2,055	4,110	49,318	29.64	2,569	5,137	61,647
146	24.30	2,106	4,213	50,551	30.38	2,633	5,266	63,188
147	24.91	2,159	4,318	51,814	31.14	2,699	5,397	64,768
148	25.53	2,213	4,426	53,110	31.92	2,766	5,532	66,387
149	26.17	2,268	4,536	54,438	32.71	2,835	5,671	68,047
150	26.83	2,325	4,650	55,799	33.53	2,906	5,812	69,748

### Management Salary Range Table

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
501	20.00	1,733	3,467	41,600	27.00	2,340	4,680	56,160
502	20.50	1,777	3,553	42,640	27.68	2,399	4,797	57,564
503	21.01	1,821	3,642	43,706	28.37	2,458	4,917	59,003
504	21.54	1,867	3,733	44,799	29.08	2,520	5,040	60,478
505	22.08	1,913	3,827	45,919	29.80	2,583	5,166	61,990
506	22.63	1,961	3,922	47,067	30.55	2,647	5,295	63,540
507	23.19	2,010	4,020	48,243	31.31	2,714	5,427	65,128
508	23.77	2,060	4,121	49,449	32.09	2,782	5,563	66,757
509	24.37	2,112	4,224	50,686	32.90	2,851	5,702	68,426
510	24.98	2,165	4,329	51,953	33.72	2,922	5,845	70,136
511	25.60	2,219	4,438	53,252	34.56	2,995	5,991	71,890
512	26.24	2,274	4,549	54,583	35.43	3,070	6,141	73,687
513	26.90	2,331	4,662	55,947	36.31	3,147	6,294	75,529
514	27.57	2,389	4,779	57,346	37.22	3,226	6,451	77,417
515	28.26	2,449	4,898	58,780	38.15	3,306	6,613	79,353
516	28.97	2,510	5,021	60,249	39.10	3,389	6,778	81,336
517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
518	30.43	2,637	5,275	63,299	41.08	3,561	7,121	85,454
519	31.19	2,703	5,407	64,882	42.11	3,650	7,299	87,590
520	31.97	2,771	5,542	66,504	43.16	3,741	7,482	89,780
521	32.77	2,840	5,681	68,166	44.24	3,834	7,669	92,025
522	33.59	2,911	5,823	69,871	45.35	3,930	7,860	94,325
523	34.43	2,984	5,968	71,617	46.48	4,028	8,057	96,683
524	35.29	3,059	6,117	73,408	47.64	4,129	8,258	99,101
525	36.17	3,135	6,270	75,243	48.84	4,232	8,465	101,578
526	37.08	3,214	6,427	77,124	50.06	4,338	8,676	104,118
527	38.01	3,294	6,588	79,052	51.31	4,447	8,893	106,720
528	38.96	3,376	6,752	81,028	52.59	4,558	9,116	109,388
529	39.93	3,461	6,921	83,054	53.91	4,672	9,344	112,123
530	40.93	3,547	7,094	85,131	55.25	4,789	9,577	114,926
531	41.95	3,636	7,272	87,259	56.63	4,908	9,817	117,799
532	43.00	3,727	7,453	89,440	58.05	5,031	10,062	120,744

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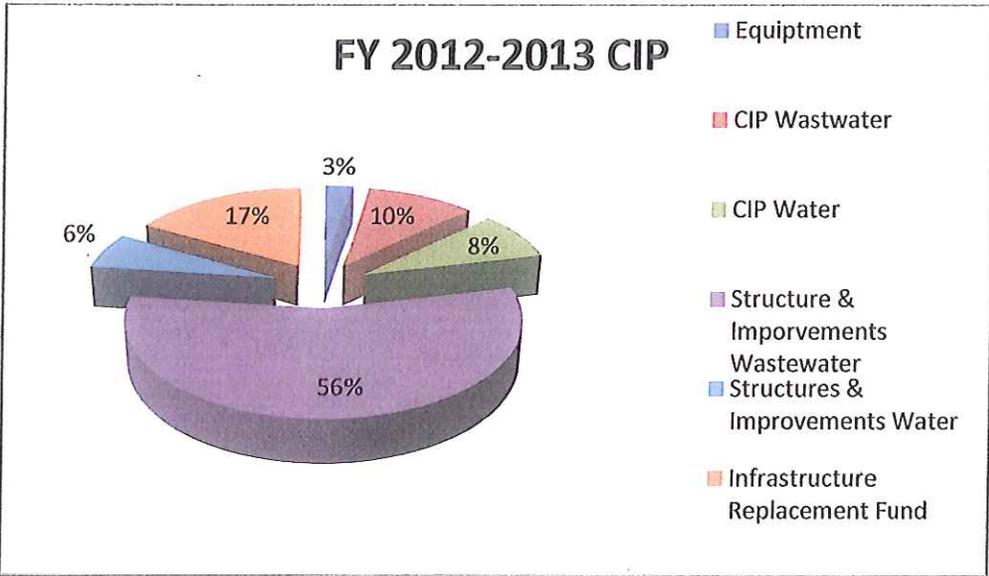
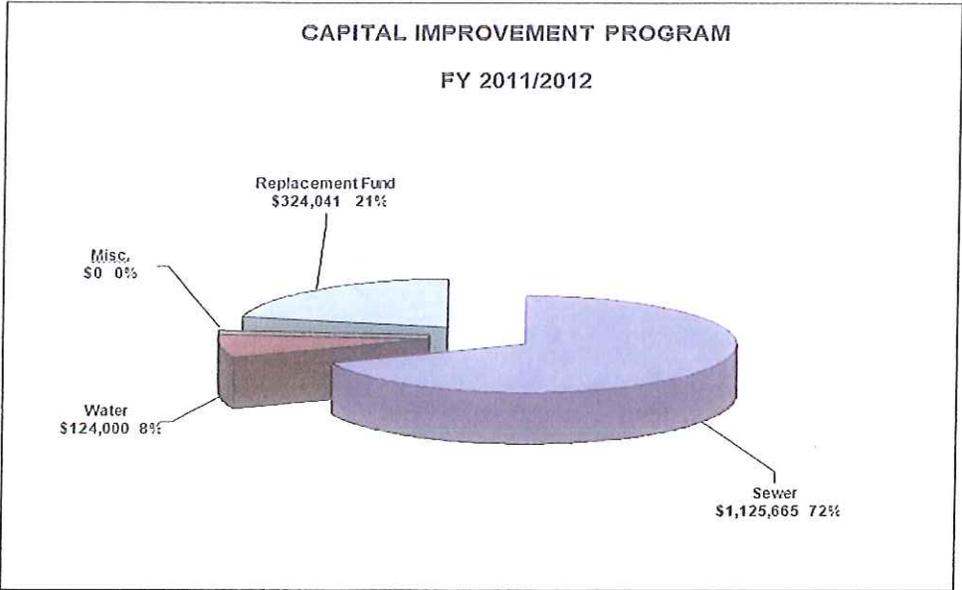
## TOWN OF DISCOVERY BAY CSD

### Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
533	44.08	3,820	7,640	91,676	59.50	5,157	10,314	123,763
534	45.18	3,915	7,831	93,968	60.99	5,286	10,571	126,857
535	46.31	4,013	8,026	96,317	62.51	5,418	10,836	130,028
536	47.46	4,114	8,227	98,725	64.08	5,553	11,107	133,279
537	48.65	4,216	8,433	101,193	65.68	5,692	11,384	136,611
538	49.87	4,322	8,644	103,723	67.32	5,834	11,669	140,026
539	51.11	4,430	8,860	106,316	69.00	5,980	11,961	143,527
540	52.39	4,541	9,081	108,974	70.73	6,130	12,260	147,115
541	53.70	4,654	9,308	111,699	72.50	6,283	12,566	150,793

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# Capital Improvement Program



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*Town of Discovery Bay Community Services District  
 Contra Costa County, California  
 Salary and Wages*



The Town of Discovery Bay lies within the metropolitan statistical areas of San Francisco/Oakland/San Jose. However, it is geographically closer to the farmlands of the central valley and the cities of Brentwood, Stockton and Tracy. The proximity to the employment centers of the Bay Area and those of the Central Valley determine the labor pool from which the District recruits its workers. In order to maintain a qualified and motivated workforce, it is necessary to provide a salary and compensation package that is commensurate within industry norms and within the financial means of the District.

**Salary Schedule**

Classification	Range #	Minimum Pay Rate				Maximum Pay Rate			
		Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
Administrative Assistant	139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
Executive Assistant	148	25.53	2,213	4,426	53,110	31.92	2,766	5,532	66,387
Finance Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
General Manager	541	53.70	4,654	9,308	111,699	72.50	6,283	12,566	150,793
Office Assistant	131	16.78	1,454	2,909	34,904	20.98	1,818	3,636	43,629
Parks & Landscape Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
Parks & Maintenance Worker II	138	19.95	1,729	3,457	41,489	24.93	2,161	4,322	51,862
Parks & Maintenance Worker II	138	19.95	1,729	3,457	41,489	24.93	2,161	4,322	51,862
Senior Account Clerk	139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
Water & Wastewater Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
Water Services Technician	144	23.13	2,005	4,010	48,115	28.92	2,506	5,012	60,144

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