

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



FISCAL YEAR 2012-13

OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET

Preliminary Draft June 13, 2012

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



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



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Mark Simon, Director
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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

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



June 20, 2012

Dear Board of Directors,

I am pleased to submit to the Town of Discovery Bay Community Services District Board of Directors the financial plan for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

This budget is balanced and presents a spending plan where revenues meet expenditures. The Board and public will be presented with a complete financial outlook of the district's finances relative to operating expenses and the day-to-day expenditures necessary to operate the district in an efficient manner. This budget also includes a Capital Improvement Program that continues to address the long-term capital needs of the District. A robust capital replacement fund represents an ongoing structural element of long term financial sustainability. I am pleased to report that for FY 2012-13 I have programmed \$500,000 into this fund covering capital assets such as vehicles, buildings, equipment, and underground infrastructure. The ongoing programming of these funds will play a critical role in the District's ability to plan for its long term financial planning needs. Additionally, I have included an allocation of \$327,082 to be placed in the District's Reserve Account.

This year's Operating and Maintenance Budget is essentially flat over the current year, with a projected increase of \$207,437, or 4.5%. The Capital Improvement Program Budget includes for the first time a five (5) year outlook. This change (from a one (1) year CIP) allows the Board and staff the opportunity to more effectively plan for future needs. It also provides the public an opportunity to see the projects that are programmed for the future.

At the Board Workshop that took place on January 14, 2012, the Board identified a number of goals for the coming year. Many of the following goals are either complete, or are in the process of being accomplished and should be finalized in the coming fiscal year. They are as follows:

Establish water conservation and education programs • Establish a FOG (Fats/Oils/Grease) program • Identify Earth Day as an annual community volunteer opportunity • Complete Phase 1 of the Dewatering Project • Obtain ownership of the County owned parks • Implement a leash-free park • Improve website accessibility • Finalize Community Center Plan • Provide for projects identified in the Water Master Plans • Complete Highway 4 east landscape project • Initiate and complete Clipper Drive landscape enhancement project

For this budget cycle, the Board again convened the Budget Review Committee. I would like to thank and acknowledge the members of the Fiscal Year 2012-13 Budget Review Committee: Director Mark Simon; Director Ray Tetreault; and at-large members Robert Graham; Judy Smith, and Rose Ann Solberg. The committee met four (4) times over a two (2) month period to review anticipated expenditures, revenues, and proposed capital projects. That committee completed their work and recommended the preliminary budget be submitted to the Board of Directors for consideration and adoption.

Also, this past year the District hired a new Finance Manager. The new Finance Manager has worked closely with the General Manager and staff to bring about positive change relative to the Districts internal financial controls and reporting.

As the District continues to evolve and mature, staff initiated a number of administrative changes that enhance productivity, are financially relevant, improve internal financial controls or improve the ability of the District to conduct its business more efficiently. Some of these changes include the establishment of the District’s Financial Reserve Policy and Investment Policy, respectively; and the revision and adoption of the District’s Purchasing and Procurement Policy. Additionally, each District employee now has a comprehensive job description and a merit based performance review process has been implemented. Also in FY 2011-12, the Board adopted a revised set of District Bylaws and adopted a revised Board Policy. Overall, I believe the administrative functions of the District have witnessed a significant upgrade in internal controls and the manner in which we effectuate our service deliveries to the public.

Proposed FY 2012 – 13 Operating and Capital Improvement Program Budget	
Total O&M Budget	\$4,633,133
Total Capital Budget	\$2,474,181
Total Infrastructure Replacement Fund	\$500,000
Contribution to Reserves	\$327,082
Grand Total Expense Budget	\$7,934,396
Grand Total Revenue	\$7,934,396

The Operating and Maintenance (O&M) section of the budget is proposed to be \$4,633,133. Increases to the Operating plan can be seen in Salary and Wages where it is proposed that an increase of \$35,000 be authorized over current year projected actuals. This increase represents a variety of factors, including properly accounting for payroll taxes, increased legal fees, accurately attributing staff time to landscape related activities, a 2% payroll increase as well as increased workers compensation expenses. Other areas of increased spending in the O&M Budget include a more accurate reflection of expenditures based upon past years’ historical data as well as current and future contractual obligations. This is evident in the increase in the contract with Veolia Water. Other notable increases can be seen in Travel and Education, Automotive and Supplies, and properly accounting for Info system Maintenance.

The District’s website, www.todb.ca.gov, continues to be populated with relevant information, documents, and materials. The website went through a significant upgrade this past spring and the changes and ease of access and

file location has proved to be more accessible for all users of the site. Staff will continue to populate the site with information that is appropriate to our mission.

Our long term contract with Veolia Water is now entering its second year. Dividends are obvious, and the overall Water and Wastewater Operation is being managed and supported by arguably the most qualified staff in the District's history. We look forward to continuing to develop our ongoing partnership with Veolia. Over the past year, the District has initiated or completed a number of parks and landscape projects. Some of these projects are relatively small in size and scope, while others are significantly more extensive. The two (2) largest Parks and Landscape projects completed in the past twelve (12) months include the Basketball court at Regatta Park, Cornell Park improvements to the children's play structure; horseshoe pits and bocce ball court as well as resurfacing of the tennis courts. There have been many other landscape beautification projects throughout town including the Discovery Bay Boulevard east planting project.

The Capital Improvement Program (CIP) proposes expenditures of \$2,474,181, with a large portion of those needs derived from the Water and Wastewater Master Plan studies. Those studies have been previously accepted by the Board of Directors during FY 2011-2012. Staff has included a number of the projects contained in those plans for implementation or design in FY 2012-13 with construction beginning in FY 2013-2014.

As previously discussed, this budget also includes \$500,000 in Infrastructure Replacement funds for above and below ground infrastructure needs. The addition of the Infrastructure Replacement Fund was specifically addressed as a positive addition to the budget by the District's independent auditors.

In Fiscal Year 2010-2011, the Board directed staff to initiate a long term Water Master Plan and a Wastewater Master Plan to help identify the long term capital needs of the District. The Fiscal Year 2012-2013 Capital Improvement Budget includes the approved master plan. In the 2012-13 year design and planning has been budgeted for with construction to begin in fiscal year 2013 forward.

On June 6, 2012, the District's Board of Directors authorized the first steps in what will become the beginning of the implementation phase for those projects included in the Master Plans. The action taken to initiate a long term financing consisting of Lease Revenue Bonds to facilitate the construction and implementation of approximately \$13M to \$14M +/- in projects will provide a long term sustainable infrastructure for years to come.

As I indicated earlier, this budget represents a budget where revenues match expenditures. For Fiscal Year 2012-13, while there are a number of recommended changes, however, from an operational standpoint, this budget accurately projects a "status quo" budget. The attached FY 2012-13 Operating, Capital, Capital Replacement and Revenue Budget represents a spending plan that is sustainable based upon projected revenues meeting projected expenditures of \$7,934,396. This budget document is the culmination of considerable effort on behalf of staff as well as the FY 2012-13 Budget Review Committee. Key to the preparation of this budget was to ensure all carry-over projects are properly accounted for, that revenue projections are based upon historic and anticipated revenues, and that spending is prudent and sensible. These budget totals reflect Encumbrance(s) Carry Over (re-Budgeted fees) of \$118,774 for O&M and \$1,602,100 for Capital Improvement Projects that are either under construction or pushed into FY 2012-13.

In August of 2011, the Board of Directors adopted a two (2) year water and sewer rate structure that resulted in a revenue stream capable of meeting the District's financial obligations while accounting for the capital needs that are necessary to operate the District's infrastructure.

The primary sources of revenues are derived from Property Tax charges for water and wastewater usage, charges for commercial sewer and water and charges for residential water service. The remaining revenue sources can be attributed to miscellaneous reimbursements, charges and fees.

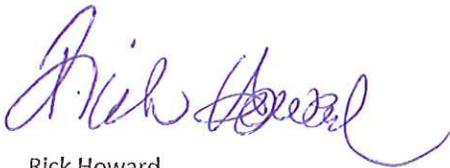
Revenues are projected to be \$7,934,396 and includes the aforementioned projected rate increase and \$921,181 related to proceeds from Financing for capital projects.

There are not any staffing changes proposed for the coming year, and the number of Full Time Equivalent (FTE) remains the same as the current fiscal year. The FY 2012-13 Position Schedule is attached and is a part of the proposed budget.

This budget is a budget where revenues meet expenditures, where staffing levels do not change, and where service levels continue to improve. More importantly, however, it begins the multi-year process of ensuring that the District's infrastructure needs continue to be met while offering a strategic look at the overall assets of the District.

I would like to thank my staff for all of their assistance that went into this budget, especially Virgil Koehne, Fairin Perez, Dina Breitstein, and Calista Anderson. Their efforts are appreciated and I am grateful for their assistance.

Respectfully submitted,



Rick Howard
General Manager

*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. There are two (2) gated communities; Lakeshore and The Lakes, as well as nearby Ravenswood, a community planned around a 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.

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 N.A. 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 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:

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.

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



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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 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
- 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



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.

- o 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.
- o Developed the Investment and Reserve policies 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.



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, 2012-2013:

- Initiated Multiyear 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.



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)

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



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:

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.).

*Town of Discovery Bay Community Services District
 Contra Costa County, California
 Revenues – “Where the money comes from”*



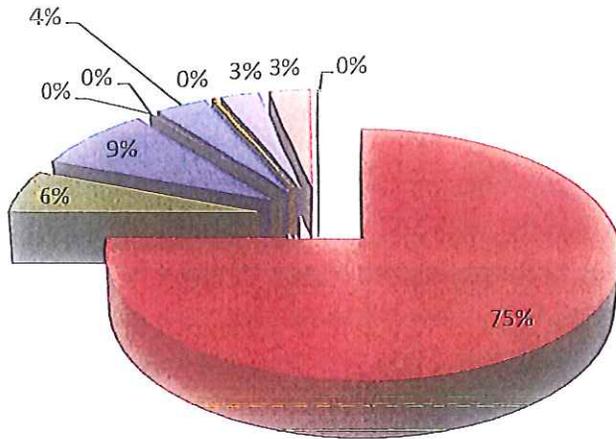
The following table identifies the various sources of revenue that can be anticipated during the course of the coming fiscal year. As is evident in the table, the primary sources of revenues are derived from Property Tax charges for water and wastewater usage, charges for commercial sewer and water and residential water service fees. The remaining revenue sources can be attributed to miscellaneous reimbursements, charges and fees and proceeds from Financing.

Of the approximately 5,000 residential and commercial properties in Discovery Bay, roughly 2,200 are billed for water use through meters. The remaining 2,800 properties are scheduled to receive water meters prior to the state mandated date of 2024.

TOWN OF DISCOVERY BAY CSD						
REVENUE PROJECTIONS - DRAFT						
Fiscal Year 2012-13						
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
Revenue						
General Fund		\$0			\$0	
Property Tax Revenue (unmetered water & vww)		\$4,754,252	\$4,754,252	\$4,754,252	\$0	\$5,200,058
Commercial Water & Sewer Metered		\$365,266	\$171,895	\$365,266	\$0	\$558,480
Lrg User Back Billing						\$62,000
Residential Water Metered		\$436,381	\$455,306	\$545,306	\$108,925	\$782,777
Sewer/Water Permits		\$0			\$0	
Sewer Capacity Fee		\$0			\$0	
Water Capacity Fee		\$0			\$0	
Investments/CCC		\$10,000	\$58	\$58	(\$9,942)	\$0
Misc. Reimbursements		\$10,000	\$7,234	\$7,234	(\$2,766)	\$10,000
Misc Receivables		\$2,000	\$2,555	\$243,555	\$241,555	\$2,000
EE Group Insurance Contributions		\$17,052		\$17,052	\$0	\$17,500
Landscape Related Payroll Reimbursements		\$176,810	\$92,434	\$176,810	\$0	\$169,500
Landscape Related Reimbursements		\$200,000	\$140,887	\$200,000	\$0	\$200,000
Landscape Related Group Ins (Partial EE Reimb)		\$23,600		\$23,600	\$0	\$10,900
Proceeds from Financing	\$14.6M					\$921,181
GRAND TOTAL REVENUE	\$0	\$5,995,361	\$5,624,320	\$6,333,433	\$337,772	\$7,934,396

FY 2011-2012 Projected Revenue Actuals

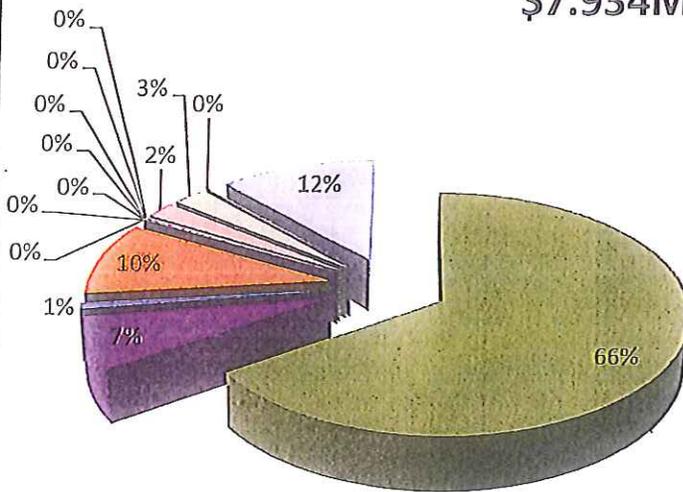
\$6.333M



- General Fund \$0
- Property Tax Revenue (unmetered water & ww) \$4.754M
- Commercial Water & Sewer Metered \$365K
- Lrg User Back Billing
- Residential Water Metered \$545K
- Sewer/Water Permits \$00
- Sewer Capacity Fee \$00
- Water Capacity Fee \$00
- Investments/CCC \$00
- Misc. Reimbursements \$7K
- Misc Receivables \$243K
- EE Group Insurance Contributions \$17K
- Landscape Related Payroll Reimbursements \$177K

FY 2012-2013 Proposed Revenue

\$7.934M



- Revenue
- General Fund \$0
- Property Tax Revenue (unmetered water & ww) \$5.2M
- Commercial Water & Sewer Metered \$558K
- Lrg User Back Billing \$782K
- Residential Water Metered \$62K
- Sewer/Water Permits \$0
- Sewer Capacity Fee \$0
- Water Capacity Fee \$0
- Investments/CCC \$0
- Misc. Reimbursements \$10K
- Misc Receivables \$2K
- EE Group Insurance Contributions \$18K
- Landscape Related Payroll Reimbursements \$170K
- Landscape Related Reimbursements \$200K
- Landscape Related Group Ins (Partial EE Reimb) \$11K

*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.

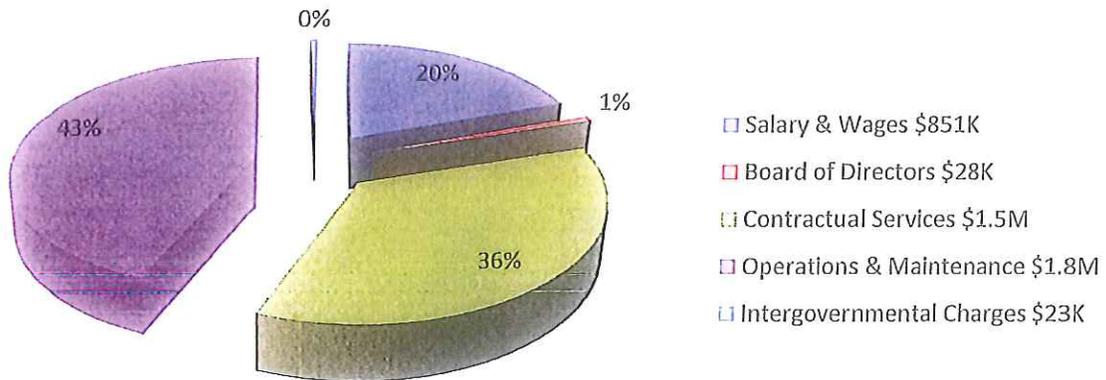
For FY 12-13 the O&M budget remains essentially the same as FY 2011-2012. The Operations and Maintenance (O&M) program has a proposed spending plan of \$4,633,133 which represents an increase of \$207,437 or 4.5% over FY 2011-2012. Increases to the O&M program are evident in the Contractual Services section where an increase of \$43,500 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 Equivalent (FTE) as the current fiscal year.

FY 2012-2013 Proposed Operations & Maintenance Budget

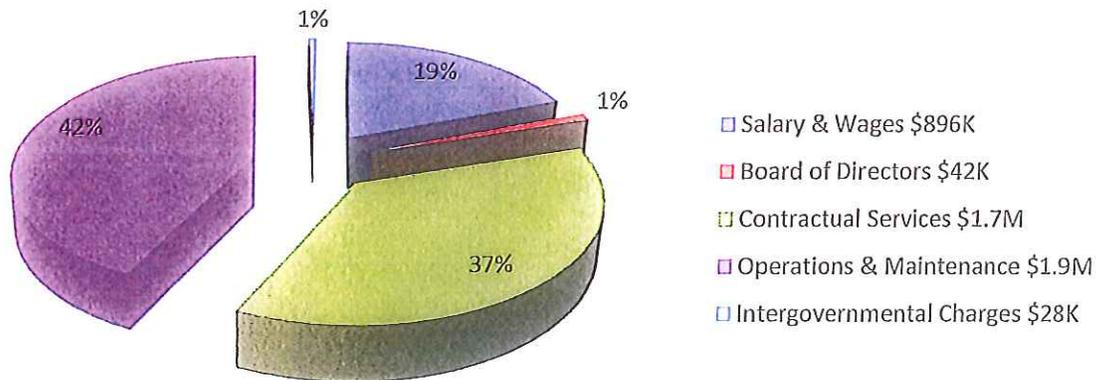
Account	Pending Approved June 2012	2010/2011	2011/2012	2011/2012	2011/2012	2012/2013	Variance
	Account Description	ACTUALS	BUDGET	Actuals May '12	Projected Actuals	Proposed Budget	
	Salary & Wages						
7000	Salary & Wages	\$664,145	\$531,551	\$433,350	\$531,551	\$567,000	\$35,449
7001	Overtime		\$5,000			\$5,000	\$0
7015	Payroll Liabilities	\$0	\$53,655	\$38,746	\$53,665	\$61,000	\$7,345
7030	Group Insurance	\$30,001	\$44,400	\$49,076	\$48,000	\$38,400	(\$6,000)
7045	Workers Comp	\$4,458	\$8,000	\$14,861	\$16,000	\$16,000	\$8,000
7060	457 B Plan					\$15,700	\$15,700
7240	Auto Allowance		\$4,200	\$3,850	\$4,200	\$4,200	\$0
7075	Reimbursement of Wages		\$157,737	\$128,596	\$157,700	\$149,000	(\$8,737)
7076	Overtime		\$3,000			\$5,000	\$2,000
7090	Reimbursed Wages - Liabilities	\$0	\$16,073	\$11,607	\$16,073	\$16,000	(\$73)
7105	Reimbursed Insurance		\$23,600	\$13,602	\$23,600	\$5,100	(\$18,500)
7120	Reimbursed 457B Plan					\$5,800	\$5,800
7150	Temporary Employees	\$0	\$0	\$0	\$0	\$8,400	\$8,400
	Sub Total	\$698,604	\$847,216	\$693,688	\$850,789	\$896,600	\$49,384
	Board of Directors						
7165	Board of Directors Compensation	\$25,983	\$36,000	\$21,800	\$26,100	\$36,000	\$0
	Board of Directors Travel & Meetings		\$2,500	\$1,636	\$1,515	\$3,750	\$1,250
	Board of Directors Training & Education	\$3,459				\$2,000	\$2,000
	Sub Total	\$29,442	\$38,500	\$23,436	\$27,615	\$41,750	\$3,250
	Contractual Service						
7270	Outside Services	\$1,412,048	\$1,480,000	\$1,328,365	\$1,460,000	\$1,546,400	\$66,400
7271	Consulting Services	\$334,419	\$210,000	\$172,783	\$190,000	\$240,000	\$30,000
7272	Waste Water Service Contract	\$1,021,527	\$1,148,000	\$1,089,691	\$1,148,000	\$1,182,000	\$34,000
7273	Professional Fees					\$2,400	\$2,400
7274	Contract Services					\$0	\$0
7275	Preventative & Corrective	\$56,102	\$107,000	\$53,302	\$107,000	\$107,000	\$0
7276	Contract Mailing		\$15,000	\$12,589	\$15,000	\$15,000	\$0
7285	Legal	\$71,347	\$80,000	\$73,600	\$90,000	\$123,500	\$43,500
7300	Accounting	\$23,380	\$30,000	\$28,133	\$30,000	\$27,150	(\$2,850)
7301	Croce & Company						
	Sub Total	\$1,506,775	\$1,590,000	\$1,430,098	\$1,580,000	\$1,697,050	\$107,050
	Operations & Maintenance						
7180	Travel & Meetings	\$6,918	\$3,000	\$3,024	\$3,024	\$7,500	\$4,500
7195	Training & Education	\$3,459				\$7,000	\$7,000
7210	Dues & Subscriptions				\$930	\$500	\$500
7225	Memberships	\$6,023	\$17,500	\$8,990	\$17,500	\$18,000	\$500
7255	CSD Sponsored Events					\$5,500	\$5,500
7315	PR, Advertising & Elections	\$5,281	\$0	\$9,000		\$9,000	\$9,000
7330	Public Communications and Notices	\$7,625	\$5,000	\$2,828		\$5,000	\$0
7345	Telecommunications	\$15,577	\$11,300	\$15,678	\$17,591	\$17,600	\$6,300
7346	Telephone - general	\$8,224	\$4,800	\$6,414	\$7,391	\$8,000	\$3,200
7347	Telecom - networking					\$600	\$600
7348	Telephone - cellular	\$7,353	\$6,500	\$9,264	\$10,200	\$9,000	\$2,500
7350	Materials	\$0	\$0	\$0	\$0	\$0	\$0
7361	Road/Construction Materials (street signs)					\$0	\$0
7375	Automotive/Supplies & Repairs	\$32,983	\$20,000	\$21,418	\$22,000	\$30,000	\$10,000
7390	Repairs & Maintenance	\$843,296	\$698,500	\$553,077	\$688,428	\$707,700	\$9,200
7391	General Repairs	\$691,183	\$550,000	\$441,506	\$550,000	\$550,000	\$0
7400	General Repairs Pumps	\$127,271	\$100,000	\$52,662	\$80,000	\$100,000	\$0
7392	NTR/SIP Testing - RWQCB		\$5,000	\$0		\$5,000	\$0
7393	Miscellaneous Equipment (under \$500)	\$1,299	\$3,000			\$3,000	\$0
7394	Info System - Maintenance	\$5,842	\$2,500	\$12,794	\$16,000	\$16,800	\$14,300
7395	Equipment Maintenance	\$2,850	\$4,500	\$3,687		\$4,500	\$0
7396	Computer Equipment & Supplies	\$8,078	\$30,000			\$10,900	(\$19,100)
7397	Miscellaneous Small Tools	\$6,773	\$3,500	\$10,369	\$10,369	\$5,000	\$1,500
7398	Equipment Repair					\$1,000	\$1,000
7399	Computer Software			\$32,059	\$32,059	\$11,500	\$11,500
7405	Office Supplies	\$22,644	\$11,500	\$12,118	\$15,509	\$11,500	\$0
7406	Cleaning Supplies (household items)				\$2,000	\$2,000	\$2,000
7407	Minor Equipment (furniture <\$1K)					\$500	\$500
7408	Office Furniture	\$413	\$1,000	\$3,009	\$3,009	\$500	(\$500)
7409	Postage	\$12,575	\$2,500	\$2,185	\$2,500	\$2,500	\$0
7410	Office Supplies	\$9,656	\$8,000	\$6,924	\$8,000	\$6,000	(\$2,000)
7420	Rent & Facility Expense	\$27,269	\$25,500	\$36,958	\$37,058	\$39,500	\$14,000
7421	County Requested Maintenance					\$0	\$0
7422	Rent Public Meetings		\$500	\$0	\$0	\$500	\$0
7423	Building Rent					\$0	\$0
7424	Equipment Rental/Leasing					\$0	\$0
7425	Facility Maintenance - Landscape	\$23,388	\$15,000	\$24,877	\$24,877	\$4,000	(\$11,000)
7426	Building Repairs & Maintenance	\$3,881	\$10,000	\$12,031	\$12,181	\$35,000	\$25,000
7435	Insurance	\$0	\$50,000	\$54,628	\$55,000	\$67,033	\$17,033
7436	Insurance - Liability		\$50,000	\$54,628	\$55,000	\$28,514	(\$21,486)
7437	Insurance - Other					\$1,283	\$1,283
7438	Insurance - Property					\$21,882	\$21,882
7439	Insurance - Umbrella					\$15,354	\$15,354
7450	Permits & Fees	\$60,889	\$65,000	\$34,535		\$65,100	\$100
7451	Permits & Fees	\$45,889	\$40,000	\$19,535	\$19,535	\$40,000	\$0

7452	Special Expense					\$100	\$100
7453	NPDES NOV Fines	\$15,000	\$25,000	\$15,000	\$256,000	\$25,000	\$0
7465	Utilities	\$741,956	\$705,000	\$622,203	\$705,000	\$705,000	\$0
7466	Electrical Cost (General)					\$0	\$0
7467	Electrical Cost (water)	\$359,628	\$335,000	\$295,507	\$335,000	\$335,000	\$0
7468	Electrical Cost (sewer)	\$382,328	\$370,000	\$326,696	\$370,000	\$370,000	\$0
7469	Electrical Cost CCC					\$0	\$0
7480	Chemicals	\$99,290	\$100,000	\$66,146	\$100,000	\$62,500	(\$37,500)
7495	Freight	\$0	\$0	\$0		\$2,500	\$2,500
7510	Other	\$160,538	\$209,000	\$202,412	\$227,314	\$209,000	\$0
7511	Miscellaneous Bank Charges		\$500	\$159	\$300	\$500	\$0
7512	Miscellaneous Services & Supplies	\$13,974	\$2,500	\$15,014	\$15,014	\$2,500	\$0
7513	Miscellaneous Reimbursable	\$146,564	\$1,000	\$5,820	\$7,000	\$1,000	\$0
7514	Landscape Related Reimbursable		\$200,000	\$177,936	\$200,000	\$200,000	\$0
7515	Unrecoverable Charges		\$5,000	\$3,483	\$5,000	\$5,000	\$0
7516	G.F. Expenditures					\$0	\$0
7517	Miscellaneous					\$0	\$0
7518	Bad Debt					\$0	\$0
7519	Debt Services					\$0	\$0
	Sub Total	\$2,033,748	\$1,921,300	\$1,643,015	\$1,889,354	\$1,969,933	\$48,633
	Inter-Governmental Charges						
7525	Inter-Governmental Charges	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
7526	Cost of Goods Sold (COGS)					\$0	\$0
7527	Taxes & Assessments					\$1,000	\$1,000
7529	Reimbursement for County Admin. Costs					\$0	\$0
7530	Revenue Collection	\$4,640	\$6,000			\$0	(\$6,000)
7531	Investment Fee		\$200	\$200	\$200	\$200	\$0
7532	Data Processing/Payroll Wire Transfer Fees		\$480	\$400	\$80	\$2,600	\$2,120
7533	Accounting (A/P, A/R, GL)		\$2,000			\$2,000	\$0
7534	Public Works - Permits	\$15,622	\$10,000	\$12,965		\$12,000	\$2,000
7535	Property Taxes		\$10,000	\$9,506		\$10,000	\$0
7540	Interest Expense					\$0	\$0
7555	Depreciation Expense					\$0	\$0
7570	Gain or Loss Disposal/Sale of Assets					\$0	\$0
	Sub Total	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
	O&M Encumbrance(s) Carry Over (Re-budgeted)					\$ 118,774	
	Total O&M	\$4,288,831	\$4,425,696	\$3,813,308	\$4,348,038	\$4,633,133	\$207,437
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital	\$4,288,831	\$4,425,696	\$3,813,308	\$4,348,038	\$4,751,907	\$107,437

FY 2011-2013 Projected O&M Actuals
\$4.35M



FY 2012-2013 Proposed O&M Budget
\$4.633



*Town of Discovery Bay Community Services District
Contra Costa County, California
Capital Improvement Program Budget*



The Capital Improvement Program for Fiscal Year 2012-2013 is valued at \$2,974,181 and includes funding necessary to properly service, maintain and support the basic functions of District operations, design for the two (2) CIP Water & Wastewater Master Plans as well as \$800,000 for the approved CIP Solids Improvements, Phase 1: New Solar Dryers and 2 Belt Presses project started in FY 2011-2012.

The CIP is broken down into Six (6) distinct areas – Wastewater Capital Improvements; Wastewater Structures & Improvements; Water Capital Improvements; Water Structures & Improvements; Equipment; and Infrastructure Replacement. All of the projects that are included as a part of the CIP represent projects that continue to maintain existing infrastructure, as well as preparing to accommodate future development.

The Water and Wastewater Master Plans that were commissioned late in fiscal year 2010-2011 were completed, have been reviewed by the Board of Directors and were accepted. Future residential and commercial development in Discovery Bay will determine the timing of any capital improvements necessary to accommodate any new growth.

Wastewater-- Capital Improvements and Structures & Replacements

The Wastewater CIP and Structures & Replacements represent Twelve (12) projects at a total combined cost of \$1,962,781; of which \$699,781 is allocated for design work of the Wastewater Master Plan which will be financed. \$800,000 is allocated for Solids Improvements, Phase 1: New Solar Dryers and 2 Belt Presses approved in FY 2011-2012. Included in the CIP is \$1,600,101 in carry-over funds necessary to close out the remainder of projects associated with the FY 2011-2012.

Water Capital Improvements and Structures & Replacements

The CIP for Domestic Water production includes Five (5) projects at total combined cost of \$436,400. The projects include \$221,400 for design of Well 7 which will be financed. Included in the CIP is \$1,999 in carry-over funds necessary to close out the remainder of projects associated with the FY 2012-2013.

Equipment: Capital

There are Three Equipment purchases listed for Administration, Water and Wastewater departments totaling \$75,000. These Equipment purchase are as follows; Community Message Board \$40,000; Boom Lift (cost split between the Parks & Landscaping and Water and Wastewater Departments) \$25,000; and Security Cameras for the Water and Wastewater Treatment Plants \$10,000.

Infrastructure Replacement Fund

The addition of the Infrastructure Replacement Fund allocates \$500,000 in four distinct areas: Sewer Infrastructure; Pumps and Motors Replacement; Water Infrastructure; and Facilities and Vehicles Replacement.

FY 2012-2013 Proposed Capital Improvement Budget

Pending Approved June 2012

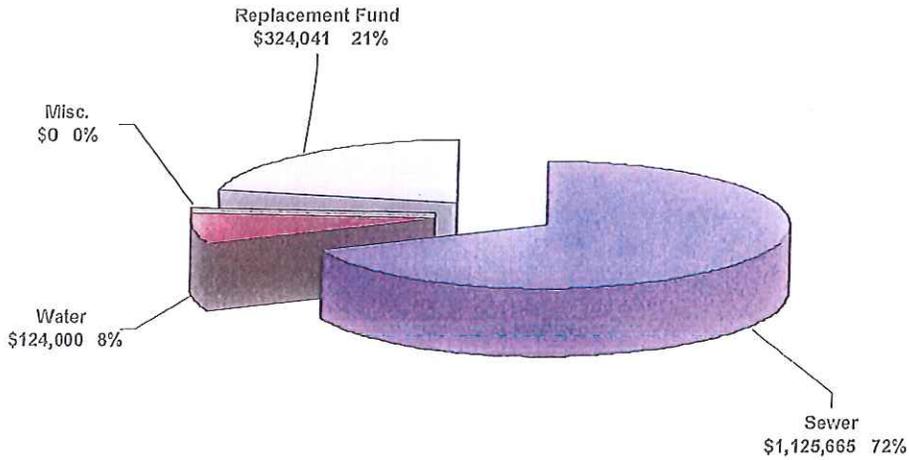
Account	Account Description	Dept./Proj#	2010/2011 ACTUALS	2011/2012 BUDGET	2011/2012 ACTUALS April 2012	Proposed 2012/2013 Budget	Variance
3000	Equipment		\$ -	\$ -	\$ -	\$ 75,000	\$ -
	Community Message Board	A				\$ 40,000	
	Boom Lift	W/WW				\$ 25,000	
	Security Camera's	WW				\$ 10,000	
3120	CIP wastewater		\$ -	\$ 1,125,665	\$ 457,316	\$ 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					
	Collection System Pump Station Improvements	15				\$ 110,000	
	SCADA Improvements	16				\$ 150,000	
	Fiber to Plant 1					\$ 50,000	
3135	CIP Water		\$ -	\$ 124,000	\$ 115,000	\$ 251,400	\$ -
	Source Capacity						
	Well 7	1a			\$ 40,000	\$ 221,400	
	Well 8	1b					
	Well 1B pump Equipment Upgrade	1d				\$ 30,000	
	Treatment Filter at Willow Lake						
	Plant 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	
	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 C905 - 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	\$ 150,000	\$ 200,000	
	Pumps/Motors Replacement Fund Program		\$ 40,000	\$ 40,000	\$ 40,000	\$ 50,000	
	Water Infrastructure Replacement Program		\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	
	Facilities & Vehicles Replacement Fund		\$ 30,000	\$ 30,000	\$ 30,000	\$ 50,000	
	Encumbrance(s) Carry Over (Re-budgeted) Capital					\$ 1,602,101	
	Capital Totals		\$ 856,610	\$ 1,569,665	\$ 892,316	\$ 2,053,000	
	Bond Financed Totals					\$ 921,181	
	Growth Induced Totals						
	Total Capital		\$ -	\$ 1,569,665	\$ 892,316	\$ 2,974,181	\$ 1,404,516
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital		\$ -	\$ 1,569,665	\$ 892,316	\$ 4,576,282	\$ 1,404,516

FY 2012-2013 Proposed Capital Improvement Budget

Pending Approved June 2012		Dept./Proj#	Proposed 2013/2014 Budget	Proposed 2014/2015 Budget	Proposed 2015/2016 Budget	Proposed 2016/2017 Budget	SUM 12/13-16/17	
Account	Account Description							
3000	Equipment		\$ -	\$ -	\$ -	\$ -	\$ 75,000	
	Community Message Board	A					\$ 40,000	
	Boom Lift	W/W/W					\$ 25,000	
	Security Camera's	W/W					\$ 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	\$ 1,652,380	\$ 1,161,200	\$ 28,800	\$ 3,741,800	
	Source Capacity						\$ -	
	Well 7	1a	\$ 627,300	\$ 627,300			\$ 1,476,000	
	Well 8	1b		\$ 758,000	\$ 758,000		\$ 1,516,000	
	Well 1B pump Equipment Upgrade	1d					\$ 30,000	
	Treatment Filter at Willow Lake						\$ -	
	atment 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		\$ 22,000	
	Recycle Pump Upgrade - Newport	2e				\$ 28,800	\$ 28,800	
3150	Structures & Improvements Wastewater		\$ 4,473,390	\$ 4,212,210	\$ 1,375,500	\$ -	\$ 11,713,881	
	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	\$ 1,375,500	\$ 1,375,500		\$ 3,851,000	
	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						\$ 1,602,101	
	Capital Totals		\$ 985,000	\$ 1,743,000	\$ 2,143,000	\$ 1,245,960	\$ 8,169,960	
	Bond Financed Totals		\$ 5,100,690	\$ 4,839,510	\$ 1,375,500		\$ 12,236,881	
	Growth Induced Totals		\$ 20,720	\$ 1,034,880	\$ 5,483,100	\$ 2,105,100	\$ 8,643,800	
	Total Capital		\$ 6,106,410	\$ 7,617,390	\$ 9,001,600	\$ 3,351,060	\$ 29,050,641	
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital		\$ -	\$ 6,106,410	\$ 7,617,390	\$ 9,001,600	\$ 3,351,060	\$ 30,652,742

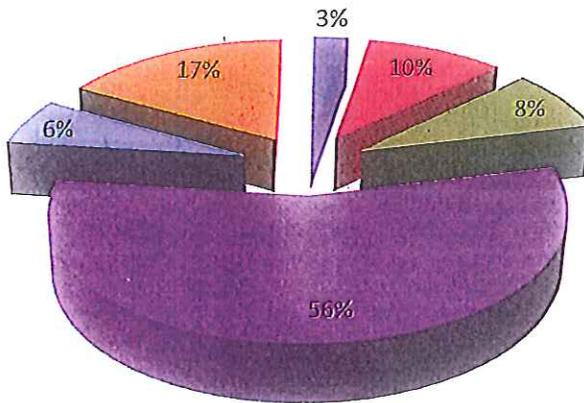
CAPITAL IMPROVEMENT PROGRAM

FY 2011/2012



FY 2012-2013 Proposed CIP

\$2.974M



- Equipment \$75K
- CIP Wastewater \$310K
- CIP Water \$251K
- Structure & Improvements Wastewater \$1.6M
- Structures & Improvements Water \$185K
- Infrastructure Replacement Fund \$500K

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



The District maintains all the public parks and publically owned landscaped areas in Discovery Bay. The landscape areas in Discovery Bay are broken down into five landscape zones. Two of those zones are owned by the Town of Discovery Bay CSD, with the remaining three owned by Contra Costa County, and maintained under contract by the District. The five Landscaping & Lighting zones are:

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 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.



Town of Discovery Bay Landscape and Lighting Zone #8
Proposed FY 2012-13 Operating & Capital Improvement Budget
Draft Date June 1, 2012

Operating & Maintenance Budget

Obj #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013 Proposed Budget
	Salary & Wages			
2310	Staff Payroll	\$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
	Sub-Total	\$93,760	\$93,760	\$67,032
	Contractual Services			
2310	Professional/Specialized Services	\$8,000		\$6,000
	Legal Services		\$1,000	\$5,000
	Consultants/Other		\$1,000	\$1,000
2360	Insurance	\$6,500		\$7,500
	SDRMA		\$4,949	\$7,500
	Sub-Total	\$14,500	\$6,949	\$13,500
	Operations & Maintenance			
2100	Office Expenses, Supplies	\$1,250	\$1,750	\$1,250
2102	Books, Periodicals & Subscriptions	\$200	\$160	\$200
2103	Postage	\$100	\$22	\$100
2110	Communications	\$1,765		\$2,325
	Verizon - Cell Phones		\$1,100	\$1,200
	AT&T - Office Lines / Internet Service		\$213	\$1,125
2120	Utilities	\$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	Small Tools & Instruments	\$3,000	\$3,000	\$2,500
2131	Minor Equipment, Furniture less than \$1,000	\$500	\$570	\$500
2170	Household Items	\$1,750	\$1,750	\$1,750
2190	Public Notices	\$300	\$300	\$300
2200	Memberships	\$500	\$507	\$500
2250	Rent & Lease of Equipment	\$500	\$560	\$500
2251	Computer Software	\$0	\$0	\$0
2270	Maintenance of Equipment	\$1,200	\$1,952	\$1,200
2271	Automotive Supplies & Repairs	\$2,000	\$1,450	\$2,000
2272	Gasoline	\$3,500	(\$4,500)	\$4,000
2281	Maintenance of Buildings	\$6,500		\$7,020
	Cornell Restrooms - Janitorial		\$4,079	\$4,070
	Cornell Restroom - Repairs		\$2,000	\$2,000
	Offices		\$1,000	\$950
2282	Grounds Maintenance	\$212,000		\$165,754
	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	\$1,250
	Tree Care Services (Planned Rotations)		\$10,500	\$2,500
	Planting Replacements (Minor, Planned)		\$1,637	\$4,000
	Turf Care Program		\$2,280	\$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	Requested Maintenance from County	\$0	\$0	\$0
2301	Employee Auto Mileage - Reimbursement	\$600	\$600	\$250
2303	Other Travel Employee Expenses / Training	\$1,500	\$1,510	\$2,500
2470	Road/Construction Materials (Street Signs)	\$500	\$65	\$500
2479	Other Special Expenses	\$12,000		\$10,100
	Christmas / Entrance Lighting		\$5,292	\$5,100
	Miscellaneous		\$4,000	\$5,000
2490	Miscellaneous Services & Supplies	\$300	\$100	\$1,000
	Sub-Total	\$358,465	\$305,499	\$315,916
7800	Inter-Governmental Charges			
3530/3550	Taxes & Assessments	\$1,000	\$760	\$1,200
3611	Interfund Exp. (Investment & Property Tax)	\$500	\$500	\$500
5011	Reimbursement for County Admin. Costs	\$500	\$500	\$500
	Sub-Total	\$2,000	\$1,760	\$2,200
	TOTAL O&M Budget	\$468,725	\$407,968	\$398,647



**Town of Discovery Bay Landscape and Lighting Zone #8
Proposed FY 2012-13 Operating & Capital Improvement Budget
Draft Date June 1, 2012**

Capital Budget

Acct. #	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013 Proposed Budget
PARKS				
4789	Cornell Park - Playground Replacement	\$165,000	\$77,165	(\$22,330)
4834	Cornell Park Improvements	\$92,100		\$262,490
	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)			\$100,000
	Cornell Park (Solar Lighting)			\$110,000
	Cornell Park (Par Course)			
	Cornell Park (Splash Pad)			\$17,490
	Cornell Park (Bench & Picnic Table Replacements)			\$35,000
	Parks Sub Total	\$257,100	\$117,182	\$240,160
TREESCAPE				
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)			
	Streetscape Sub Total	\$87,303	\$31,698	\$144,844
MISC.				
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
	Misc. Sub Total	\$28,000	\$24,013	\$48,500
	Total Capital Budget	\$372,403	\$172,892	\$433,505

Revenue Budget

Acct#	Account Description	2011/2012 Amended Budget	2011/2012 Year End Estimate	2012/2013
Revenue				
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			
	GRAND TOTAL REVENUE	\$453,498	\$453,498	\$462,568

Summary

	2011/2012 Amended Budget		2012/2013
TOTAL O&M Budget	\$468,725	\$407,988	\$398,647
TOTAL CAPITAL Budget	\$372,403	\$172,892	\$433,505
GRAND TOTAL BUDGETS	\$841,128	\$580,861	\$832,152
TOTAL ANNUAL REVENUE	\$453,498	\$453,498	\$462,568
BALANCE FORWARD	\$1,443,929	\$1,443,929	\$1,316,567
FUND VALUE	\$1,897,427	\$1,897,427	\$1,779,134
CONTRIBUTION TO RESERVES	\$1,056,299	\$1,316,567	\$946,983
GRAND TOTAL (Budgets/Revenue/Reserve)	\$0	\$0	\$0



**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
	Salary & Wages			
2310	Staff Payroll	\$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
	Contractual Services			
2310	Professional/Specialized Services	\$8,200		\$5,000
	Legal Services			\$2,000
	Consultants/Other		\$5,840	\$3,000
2360	Insurance	\$1,500		\$1,850
	SDRMA		\$1,798	\$1,850
	Sub-Total	\$9,700	\$7,638	\$6,850
	Operations & Maintenance			
2100	Office Expenses, Supplies	\$500	\$350	\$500
2102	Books, Periodicals & Subscriptions	\$50	\$25	\$100
2103	Postage	\$150	\$0	\$50
2110	Communications	\$350		\$735
	Verizon - Cell Phones		\$300	\$360
	AT&T - Office Lines / Internet Service			\$375
2120	Utilities	\$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	Small Tools & Instruments	\$750	\$250	\$500
2131	Minor Equipment, Furniture less than \$1,000	\$250	\$100	\$500
2170	Household Items	\$750	\$500	\$600
2190	Public Notices	\$500	\$350	\$350
2200	Memberships	\$50	\$0	\$200
2250	Rent & Lease of Equipment	\$0	\$376	\$0
2251	Computer Software	\$0	\$0	\$0
2270	Maintenance of Equipment	\$200	\$345	\$300
2271	Automotive Supplies & Repairs	\$300	\$0	\$500
2272	Gasoline	\$500	\$500	\$750
2281	Maintenance of Buildings	\$0		\$2,100
	Temporary Restroom Facility - Splash Pad Season		\$300	\$2,100
2282	Grounds Maintenance	\$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)		\$798	\$0
	Drinking Fountain Cleaning		\$275	\$300
	Mulch Replacement Program		\$1,650	\$3,228
2284	Requested Maintenance from County	\$0		\$0
2301	Employee Auto Mileage - Reimbursement	\$50	\$10	\$50
2303	Other Travel Employee Expenses	\$0	\$387	\$500
2470	Road/Construction Materials (Street Signs)	\$0	\$0	\$200
2479	Other Special Expenses	\$1,350		\$1,000
	Miscellaneous		\$725	\$1,000
	Sub-Total	\$76,575	\$56,564	\$73,847
7800	Inter-Governmental Charges			
3530/3550	Taxes & Assessments	\$425	\$1,645	\$1,700
3611	Interfund Exp. (Investment & Property Tax)	\$0	\$0	\$0
5011	Reimbursement for County Admin. Costs	\$0	\$0	\$0
	Sub-Total	\$425	\$1,645	\$1,700
	TOTAL O&M Budget	\$124,652	\$90,847	\$110,318



**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
PARKS				
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
	Parks Sub Total	\$46,000	\$14,177	\$0
TREETScape				
4829	Streetscape Improvements			\$0
	Streetscape Sub Total	\$0		\$0
MISC.				
4959	Tools & Sundry Equipment	\$0		\$2,500
	Miscellaneous Tools or Equipments			\$500
	Landscape Utility Vehicle			\$2,000
	Misc. Sub Total	\$0		\$2,500
	Total Capital Budget	\$46,000	\$14,177	\$2,500

Revenue Budget

Acct#	Account Description	2011/2012 Budget	2012 / 2013 Year End Estimate	Proposed 2012/2013 Budget
Revenue				
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			
	GRAND TOTAL REVENUE	\$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
GRAND TOTAL BUDGETS	\$170,652	\$105,024	\$112,818
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
GRAND TOTAL (Budgets/Revenue/Reserve)	\$0	\$0	\$0

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

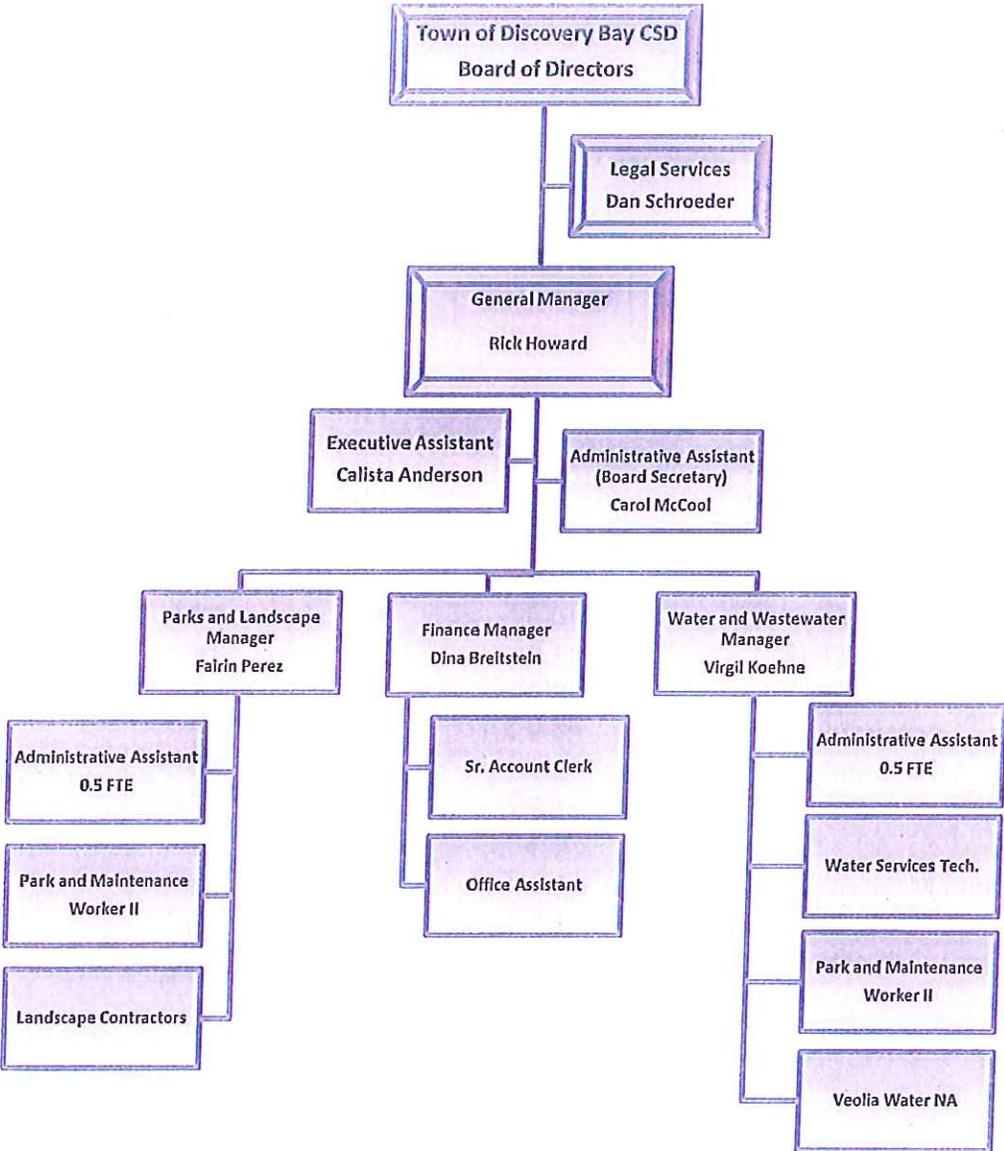


The Town of Discovery Bay lies within the metropolitan statistical areas of San Francisco/Oakland/San Jose. However, it is geographically closer to the farmlands of the central valley and the cities of Brentwood, Stockton and Tracy. The proximity to the employment centers of the Bay Area and those of 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

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



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



**FY 2011-12 Authorized Positions
Regular Positions/Full Time Equivalents (FTE's)**

	Actual	Actual	Proposed
Position Title	FY 2010-11	FY 2011-12	FY 2012-13
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
Totals	17.0	17.0	17.0

*Town of Discovery Bay Community Services District
Contra Costa County, California
The Budget – All in One Place*



The following pages provide an “All in One Place” overview look at the complete Operating, Capital and Revenue Budgets for Fiscal Year 2012-2013. Individual budget summaries can be found in the succeeding pages of this document.

Proposed FY 2012-13 Operating and Capital Improvement Program Budget	
O&M Budget	\$4,633,133
Total O&M Budget	\$4,633,133
Capital Budget	\$1,553,000
Infrastructure Replacement Fund	\$500,000
Financed Capital Projects	\$921,181
Total Capital Budget	\$2,974,181
Revenue	\$7,013,215
Proceeds from Financing	\$921,181
Total Revenue	\$7,934,396
Grand Total Expensed Budget	\$7,607,314
Grand Total Revenue	\$7,934,396
Variance	\$327,082
Add To Reserve Fund	\$327,082
Encumbrance(s) & Carry-Over(s)	
O&M	\$118,774
CIP	\$1,602,101
Total Encumbrance(s) & Carry-Over(s)	\$1,720,875

TOWN OF DISCOVERY BAY CSD							
REVENUE PROJECTIONS - DRAFT		2010/2011	2011/2012	2011/2012	2011/2012	2011/2012	2012/2013
Fiscal Year 2012-13		ACTUALS	Budget	Actuals April '12	Projected	Year End	DRAFT
Account Description					ACTUALS	Variance	Budget
Revenue							
General Fund			\$0			\$0	
Property Tax Revenue (unmetered water & ww)			\$4,754,252	\$4,754,252	\$4,754,252	\$0	\$5,200,058
Commercial Water & Sewer Metered			\$365,266	\$171,895	\$365,266	\$0	\$558,480
Lrg User Back Billing							\$62,000
Residential Water Metered			\$438,381	\$455,306	\$545,306	\$108,925	\$782,777
Sewer/Water Permits			\$0			\$0	
Sewer Capacity Fee			\$0			\$0	
Water Capacity Fee			\$0			\$0	
Investments/CCC			\$10,000	\$58	\$58	(\$9,942)	\$0
Misc. Reimbursements			\$10,000	\$7,234	\$7,234	(\$2,766)	\$10,000
Misc Receivables			\$2,000	\$2,665	\$243,555	\$241,555	\$2,000
EE Group Insurance Contributions			\$17,052		\$17,052	\$0	\$17,500
Landscape Related Payroll Reimbursements			\$176,810	\$92,134	\$176,810	\$0	\$169,500
Landscape Related Reimbursements			\$200,000	\$140,887	\$200,000	\$0	\$200,000
Landscape Related Group Ins (Partial EE Reimb)			\$23,600		\$23,600	\$0	\$10,900
Proceeds from Financing	\$14.6M						\$921,181
GRAND TOTAL REVENUE		\$0	\$5,995,361	\$5,624,320	\$6,333,133	\$337,772	\$7,934,396

FY 2012-2013 Proposed Operations & Maintenance Budget

Account	Pending Approved June 2012	2010/2011 ACTUALS	2011/2012 BUDGET	2011/2012 Actuals May '12	2011/2012 Projected Actuals	2012/2013 Proposed Budget	Variance
	Account Description						
	Salary & Wages						
7000	Salary & Wages	\$664,145	\$531,551	\$433,350	\$531,551	\$567,000	\$35,449
7001	Overtime		\$5,000			\$5,000	\$0
7015	Payroll Liabilities	\$0	\$53,655	\$38,746	\$53,665	\$61,000	\$7,345
7030	Group Insurance	\$30,001	\$44,400	\$49,076	\$48,000	\$38,400	(\$6,000)
7045	Workers Comp	\$4,458	\$8,000	\$14,861	\$16,000	\$16,000	\$8,000
7060	457 B Plan					\$15,700	\$15,700
7240	Auto Allowance		\$4,200	\$3,850	\$4,200	\$4,200	\$0
7075	Reimbursement of Wages		\$157,737	\$128,596	\$157,700	\$149,000	(\$8,737)
7076	Overtime		\$3,000			\$5,000	\$2,000
7090	Reimbursed Wages - Liabilities	\$0	\$16,073	\$11,607	\$16,073	\$16,000	(\$73)
7105	Reimbursed Insurance		\$23,600	\$13,602	\$23,600	\$5,100	(\$18,500)
7120	Reimbursed 457B Plan					\$5,800	\$5,800
7150	Temporary Employees	\$0	\$0	\$0	\$0	\$8,400	\$8,400
	Sub Total	\$698,604	\$847,216	\$693,688	\$850,789	\$896,600	\$49,384
	Board of Directors						
7165	Board of Directors Compensation	\$25,983	\$36,000	\$21,800	\$26,100	\$36,000	\$0
	Board of Directors Travel & Meetings		\$2,500	\$1,636	\$1,515	\$3,750	\$1,250
	Board of Directors Training & Education	\$3,459				\$2,000	\$2,000
	Sub Total	\$29,442	\$38,500	\$23,436	\$27,615	\$41,750	\$3,250
	Contractual Service						
7270	Outside Services	\$1,412,048	\$1,480,000	\$1,328,365	\$1,460,000	\$1,546,400	\$66,400
7271	Consulting Services	\$334,419	\$210,000	\$172,783	\$190,000	\$240,000	\$30,000
7272	Waste Water Service Contract	\$1,021,527	\$1,148,000	\$1,089,691	\$1,148,000	\$1,182,000	\$34,000
7273	Professional Fees					\$2,400	\$2,400
7274	Contract Services					\$0	\$0
7275	Preventative & Corrective	\$56,102	\$107,000	\$53,302	\$107,000	\$107,000	\$0
7276	Contract Mailing		\$15,000	\$12,589	\$15,000	\$15,000	\$0
7285	Legal	\$71,347	\$80,000	\$73,600	\$90,000	\$123,500	\$43,500
7300	Accounting	\$23,380	\$30,000	\$28,133	\$30,000	\$27,150	(\$2,850)
7301	Croce & Company						
	Sub Total	\$1,506,775	\$1,590,000	\$1,430,093	\$1,580,000	\$1,697,050	\$107,050
	Operations & Maintenance						
7180	Travel & Meetings	\$6,918	\$3,000	\$3,024	\$3,024	\$7,500	\$4,500
7195	Training & Education	\$3,459				\$7,000	\$7,000
7210	Dues & Subscriptions				\$930	\$500	\$500
7225	Memberships	\$6,023	\$17,500	\$8,990	\$17,500	\$18,000	\$500
7255	CSD Sponsored Events					\$5,500	\$5,500
7315	PR, Advertising & Elections	\$5,281	\$0	\$9,000		\$9,000	\$9,000
7330	Public Communications and Notices	\$7,625	\$5,000	\$2,828	\$2,828	\$5,000	\$0
7345	Telecommunications	\$15,577	\$11,300	\$15,678	\$17,591	\$17,600	\$6,300
7346	Telephone - general	\$8,224	\$4,800	\$6,414	\$7,391	\$8,000	\$3,200
7347	Telecom - networking					\$600	\$600
7348	Telephone - cellular	\$7,353	\$6,500	\$9,264	\$10,200	\$9,000	\$2,500
7360	Materials	\$0	\$0	\$0	\$0	\$0	\$0
7361	Road/Construction Materials (street signs)					\$0	\$0
7375	Automotive/Supplies & Repairs	\$32,983	\$20,000	\$21,418	\$22,000	\$30,000	\$10,000
7390	Repairs & Maintenance	\$843,296	\$698,500	\$553,077	\$688,428	\$707,700	\$9,200
7391	General Repairs	\$691,183	\$550,000	\$441,506	\$550,000	\$550,000	\$0
7400	General Repairs Pumps	\$127,271	\$100,000	\$52,662	\$80,000	\$100,000	\$0
7392	NTR/SIP Testing - RWQCB		\$5,000	\$0		\$5,000	\$0
7393	Miscellaneous Equipment (under \$500)	\$1,299	\$3,000			\$3,000	\$0
7394	Info System - Maintenance	\$5,842	\$2,500	\$12,794	\$16,000	\$16,800	\$14,300
7395	Equipment Maintenance	\$2,850	\$4,500	\$3,687		\$4,500	\$0
7396	Computer Equipment & Supplies	\$8,078	\$30,000			\$10,900	(\$19,100)
7397	Miscellaneous Small Tools	\$6,773	\$3,500	\$10,369	\$10,369	\$5,000	\$1,500
7398	Equipment Repair					\$1,000	\$1,000
7399	Computer Software			\$32,059	\$32,059	\$11,500	\$11,500
7405	Office Supplies	\$22,644	\$11,500	\$12,118	\$15,509	\$11,500	\$0
7406	Cleaning Supplies (household items)				\$2,000	\$2,000	\$2,000
7407	Minor Equipment (furniture <\$1K)					\$500	\$500
7408	Office Furniture	\$413	\$1,000	\$3,009	\$3,009	\$500	(\$500)
7409	Postage	\$12,575	\$2,500	\$2,185	\$2,500	\$2,500	\$0
7410	Office Supplies	\$9,656	\$8,000	\$6,924	\$8,000	\$6,000	(\$2,000)
7420	Rent & Facility Expense	\$27,269	\$25,500	\$36,958	\$37,058	\$39,500	\$14,000
7421	County Requested Maintenance					\$0	\$0
7422	Rent Public Meetings		\$500	\$0	\$0	\$500	\$0
7423	Building Rent					\$0	\$0
7424	Equipment Rental/Leasing					\$0	\$0
7425	Facility Maintenance - Landscape	\$23,388	\$15,000	\$24,877	\$24,877	\$4,000	(\$11,000)
7426	Building Repairs & Maintenance	\$3,881	\$10,000	\$12,081	\$12,181	\$35,000	\$25,000
7435	Insurance	\$0	\$50,000	\$54,628	\$55,000	\$67,033	\$17,033
7436	Insurance - Liability		\$50,000	\$54,628	\$55,000	\$28,514	(\$21,486)
7437	Insurance - Other					\$1,283	\$1,283
7438	Insurance - Property					\$21,882	\$21,882
7439	Insurance - Umbrella					\$15,354	\$15,354
7450	Permits & Fees	\$60,889	\$65,000	\$34,535		\$65,100	\$100
7451	Permits & Fees	\$45,889	\$40,000	\$19,535	\$19,535	\$40,000	\$0

7452	Special Expense					\$100	\$100
7453	NPDES NOV Fines	\$15,000	\$25,000	\$15,000	\$256,000	\$25,000	\$0
7465	Utilities	\$741,956	\$705,000	\$622,203	\$705,000	\$705,000	\$0
7466	Electrical Cost (General)					\$0	\$0
7467	Electrical Cost (water)	\$359,628	\$335,000	\$295,507	\$335,000	\$335,000	\$0
7468	Electrical Cost (sewer)	\$382,328	\$370,000	\$326,696	\$370,000	\$370,000	\$0
7469	Electrical Cost CCC					\$0	\$0
7480	Chemicals	\$99,290	\$100,000	\$66,146	\$100,000	\$62,500	(\$37,500)
7495	Freight	\$0	\$0	\$0		\$2,500	\$2,500
7510	Other	\$160,538	\$209,000	\$202,412	\$227,314	\$209,000	\$0
7511	Miscellaneous Bank Charges		\$500	\$159	\$300	\$500	\$0
7512	Miscellaneous Services & Supplies	\$13,974	\$2,500	\$15,014	\$15,014	\$2,500	\$0
7513	Miscellaneous Reimbursable	\$146,564	\$1,000	\$5,820	\$7,000	\$1,000	\$0
7514	Landscape Related Reimbursable		\$200,000	\$177,936	\$200,000	\$200,000	\$0
7515	Unrecoverable Charges		\$5,000	\$3,483	\$5,000	\$5,000	\$0
7516	G.F. Expenditures					\$0	\$0
7517	Miscellaneous					\$0	\$0
7518	Bad Debt					\$0	\$0
7519	Debt Services					\$0	\$0
	Sub Total	\$2,033,748	\$1,921,300	\$1,643,015	\$1,889,354	\$1,969,933	\$48,633
	Inter-Governmental Charges						
7525	Inter-Governmental Charges	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
7526	Cost of Goods Sold (COGS)					\$0	\$0
7527	Taxes & Assessments					\$1,000	\$1,000
7529	Reimbursement for County Admin. Costs					\$0	\$0
7530	Revenue Collection	\$4,640	\$6,000			\$0	(\$6,000)
7531	Investment Fee		\$200	\$200	\$200	\$200	\$0
7532	Data Processing/Payroll Wire Transfer Fees		\$480	\$400	\$80	\$2,600	\$2,120
7533	Accounting (A/P, A/R, GL)		\$2,000			\$2,000	\$0
7534	Public Works - Permits	\$15,622	\$10,000	\$12,965		\$12,000	\$2,000
7535	Property Taxes		\$10,000	\$9,506		\$10,000	\$0
7540	Interest Expense					\$0	\$0
7555	Depreciation Expense					\$0	\$0
7570	Gain or Loss Disposal/Sale of Assets					\$0	\$0
	Sub Total	\$20,262	\$28,680	\$23,071	\$280	\$27,800	(\$880)
	O&M Encumbrance(s) Carry Over (Re-budgeted)					\$ 118,774	
	Total O&M	\$4,288,831	\$4,425,696	\$3,813,308	\$4,348,038	\$4,633,133	\$207,437
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital	\$4,288,831	\$4,425,696	\$3,813,308	\$4,348,038	\$4,751,907	\$207,437

FY 2012-2013 Proposed Capital Improvement Budget

Pending Approved June 2012		Dept./Proj#	Proposed 2013/2014 Budget	Proposed 2014/2015 Budget	Proposed 2015/2016 Budget	Proposed 2016/2017 Budget	SUM 12/13-16/17	
Account	Account Description							
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			\$ 688,000		\$ 688,000	
	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	\$ 1,652,380	\$ 1,161,200	\$ 28,800	\$ 3,741,800	
	Source Capacity						\$ -	
	Well 7	1a	\$ 627,300	\$ 627,300			\$ 1,476,000	
	Well 8	1b		\$ 758,000	\$ 758,000		\$ 1,516,000	
	Well 1B pump Equipment Upgrade	1d					\$ 30,000	
	Treatment Filter at Willow Lake						\$ -	
	Plant 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	\$ 4,212,210	\$ 1,375,500	\$ -	\$ 11,713,881	
	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	\$ 1,375,500	\$ 1,375,500		\$ 3,851,000	
	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						\$ 1,602,101	
	Capital Totals		\$ 985,000	\$ 1,743,000	\$ 2,143,000	\$ 1,245,960	\$ 8,169,960	
	Bond Financed Totals		\$ 5,100,690	\$ 4,839,510	\$ 1,375,500		\$ 12,235,881	
	Growth Induced Totals		\$ 20,720	\$ 1,039,880	\$ 5,493,100	\$ 2,103,100	\$ 8,643,800	
	Total Capital		\$ 6,106,410	\$ 7,617,390	\$ 9,001,600	\$ 3,351,060	\$ 29,050,641	
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital		\$ -	\$ 6,106,410	\$ 7,617,390	\$ 9,001,600	\$ 3,351,060	\$ 30,652,742

FY 2012-2013 Proposed Capital Improvement Budget

Pending Approved June 2012			2010/2011	2011/2012	2011/2012	Proposed	
Account	Account Description	Dept./Proj#	ACTUALS	BUDGET	ACTUALS April 2012	2012/2013	Variance
						Budget	
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	\$ 457,316	\$ 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					
	Collection System Pump Station Improvements	15				\$ 110,000	
	SCADA Improvements	16				\$ 150,000	
	Fiber to Plant 1					\$ 50,000	
3135	CIP Water		\$ -	\$ 124,000	\$ 115,000	\$ 251,400	\$ -
	Source Capacity						
	Well 7	1a			\$ 40,000	\$ 221,400	
	Well 8	1b					
	Well 1B pump Equipment Upgrade	1d				\$ 30,000	
	Treatment Filter at Willow Lake						
	Plant 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 Aerator's	4				\$ 605,000	
	Reverse Osmosis Facilities	11					
	Solids Improvements, Phase 1: New Solar Dryers and 2 Belt Presses	13			\$ 800,000	\$ 800,000	
	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 C905 - 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	\$ 150,000	\$ 200,000	
	Pumps/Motors Replacement Fund Program		\$ 40,000	\$ 40,000	\$ 40,000	\$ 50,000	
	Water Infrastructure Replacement Program		\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	
	Facilities & Vehicles Replacement Fund		\$ 30,000	\$ 30,000	\$ 30,000	\$ 50,000	
	Encumbrance(s) Carry Over (Re-budgeted) Capital					\$ 1,602,101	
	Capital Totals		\$ 856,610	\$ 1,569,665	\$ 892,316	\$ 2,053,000	
	Bond Financed Totals					\$ 921,181	
	Growth Induced Totals						
	Total Capital		\$ -	\$ 1,569,665	\$ 892,316	\$ 2,974,181	\$ 1,404,516
	Total Capital Plus Encumbrance(s) Carry Over (Re-budgeted) Capital		\$ -	\$ 1,569,665	\$ 892,316	\$ 4,576,282	\$ 1,404,516

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



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