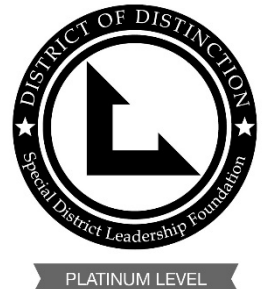




# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

**NOTICE OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday September 7, 2022, 7:00 P.M.**

**NOTICE  
Coronavirus COVID-19**

In response to the current proclaimed State of Emergency, indoor masking recommendations, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically (if available) or in person.

**TO ATTEND IN PERSON:** The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard.

**TO ATTEND BY WEBINAR:**

**Please register for the Regular Meeting of the Board of Directors by:** (Copy and paste into your browser the registration URL. You will then be directed to download the webinar to your device and register with LogMeIn, Inc.)

**Registration URL:** <https://attendee.gotowebinar.com/register/1392543996515998222>  
**Webinar ID#:** 663-084-955

After registering, you will receive a confirmation email containing information about joining the webinar by computer or by phone.

**For listen only mode dial:** +1 (415) 655-0060 ID# 981-567-548

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

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

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

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

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from August 17, 2022.

2. Approve Register of District Invoices.
3. Approve Resolution 2022-31 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

1. Supervisor Diane Burgis, District III Report.
2. Sheriff's Office Report.
3. CHP Report.
4. ~~Contra Costa Fire Report~~ (Assignment by Con Fire Pending)

**E. PRESENTATIONS**

**F. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action to Approve a Contract with Luhdorff & Scalmanini Consulting Engineers to Provide Water Grant Funding Services.
2. Discussion and Possible Action to Approve a Certificate of Appreciation to Adams Pool Solutions Signed by the President of the Board.

**G. MANAGER'S REPORT**

**H. GENERAL MANAGER'S REPORT**

**I. DIRECTOR REPORTS**

1. Standing Committee Reports.
  - a. Communications Committee Meeting (Committee Members Carolyn Graham and Michael Callahan). September 7, 2022.
  - b. Parks and Recreation Committee Meeting (Committee Members Bryon Gutow and Ashley Porter). September 7, 2022.
  - c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter). September 7, 2022

**J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

1. CSDA Conference August 22-24, 2022. President Graves and Director Graham.

**K. CORRESPONDENCE RECEIVED**

**L. MUNICIPAL ADVISORY COUNCIL**

1. Pantages Update

**M. FUTURE AGENDA ITEMS**

**N. ADJOURNMENT**

1. Adjourn to the next Regular Meeting of the Board of Directors on September 21, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

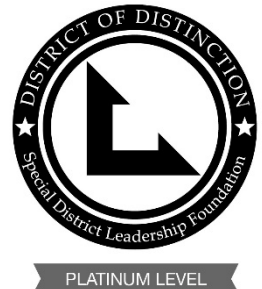
"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

**NOTICE OF THE REGULAR MEETING  
MINUTES OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday August 17, 2022**

**NOTICE  
Coronavirus COVID-19**

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

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

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance led by Director Graham.
3. Roll Call was taken, all members were present with the exception of Director Callahan. President Graves joined via teleconference.

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

None.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from August 3, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2022-29 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.

Director Gutow made a Motion to Approve the Consent Calendar.

Director Graham second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

**E. PRESENTATIONS**

1. Veolia Presentation.  
Presentation by Anthony Harper, Veolia.
  - Safe work days: 4720
  - Conductivity annual average was slightly elevated in July due to algae blooms, however currently working towards having levels below 2,400 for the remainder of the year.

**F. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action to Adopt Board Resolution 2022-30 Authorizing the Issuance and Sale of Enterprise Revenue Refunding Bonds, Series 2022B, to Refinance the 2012 Enterprise Revenue Bonds in the Principal Amount Not to Exceed \$11,725,000 and Approving Related Documents and Actions.

Discussion led by Finance Manager, Julie Carter and Jim Fabian of Fieldman, Rolapp & Associates, Inc.

- The purpose of issuing the 2022B Bonds is to provide annual debt service savings to the District and the 2022 Bonds will be on parity with the 2017 and 2022 Enterprise Revenue Bonds.
- Webster Bank, National Association's bid was deemed to be the best bid based on the interest rate (3.54%) with the most flexible terms.
- Finance schedule goal is to close by September 15<sup>th</sup>, 2022.

No public comment.

Director Gutow made a Motion to Approve staff recommendation.

Director Graham second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

2. Discussion and Possible Action to Approve a Contract with the California Conservation Corps for Maintenance of Town Streetscapes and Landscape Areas as Assigned.

Discussion led by Bill Engelman, Parks and Landscape Manager.

- The Corps will provide a 4-man crew, 5 days per week, for 12 weeks.
- Contracting with the corps gives an "on-call" crew that better serves the Town.
- Previously contracting with the Corps proved to be successful.

No public comment.

Director Gutow made a Motion to Approve staff recommendation.

Director Graham second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

#### **G. MANAGER'S REPORT**

#### **H. GENERAL MANAGER'S REPORT**

Discussion led by General Manager Dina Breitstein.

- General Manager announced that next week she will be attending the CSDA Conference along with Assistant General Manager Davies, Director Graham and President Graves.

#### **I. DIRECTOR REPORTS**

#### **J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

#### **K. CORRESPONDENCE RECEIVED**

#### **L. MUNICIPAL ADVISORY COUNCIL**

#### **M. FUTURE AGENDA ITEMS**

#### **N. ADJOURNMENT**

1. Meeting adjourned at 7:32 PM to the next Regular Meeting of the Board of Directors on September 7, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

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# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

Meeting Date

September 7, 2022

**Prepared By:** Julie Carter, Finance Manager & Lesley Marable, Accountant  
**Submitted By:** Dina Breitstein, General Manager

### Agenda Title

Approve Register of District Invoices.

### Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

### Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

### Fiscal Impact:

**Amount Requested** \$ 517,998.50

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

**Prog/Fund #** See listing of invoices. **Category:** Operating Expenses and Capital Improvements

### Previous Relevant Board Actions for This Item

### Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2022/2023

AGENDA ITEM: C2

**Request for Authorization to Pay Invoices**  
**For The Meeting On September 7, 2022**  
**Town of Discovery Bay CSD**  
**Fiscal Year 7/22 - 6/23**

Pacific Gas & Electric	\$160,143.33
Luhdorff & Scalmanini	\$62,727.50
Veolia Water North America	\$57,642.92
Badger Meter	\$56,066.17
J.W. Backhoe & Construction, Inc.	\$55,788.44
Town of Discovery Bay CSD	\$28,618.55
U.S. Bank Corporate Payment System	\$16,075.71
Robert Half	\$13,437.79
Harris & Associates, Inc.	\$6,728.02
Firehosedirect	\$6,496.19
Univar Solutions USA Inc.	\$5,428.60
Delta Regional Monitoring Program	\$4,791.00
Precision IT Consulting	\$4,293.79
County of Contra Costa Public Works Dept	\$3,894.77
Neumiller & Beardslee	\$3,590.50
Freedom Mailing Service, Inc	\$3,383.92
Brentwood Decorative Rock, Inc.	\$3,358.84
SDRMA	\$3,110.70
Janitorial Plus	\$3,090.00
Watersavers Irrigation Inc.	\$2,325.02
Brentwood Press & Publishing	\$1,804.00
Big O Tires	\$1,753.88
Terex Services	\$1,658.47
Upper Case Printing, Inc.	\$1,639.90
Bob Harkrader & Sons Trucking, Inc.	\$1,419.15
Kevin Graves	\$1,325.14
National Aquatic Services, Inc.	\$1,130.00
ODP Office Solutions, LLC	\$779.12
City Of Brentwood	\$607.53
Bill Brandt Ford	\$602.08
Delta Fence Company, Inc.	\$598.00
Michael Davies	\$534.46
Water Utility Refund Customer	\$447.03
Brentwood Ace Hardware	\$366.65
Quadient Leasing USA, Inc.	\$302.26
Nu Image Auto Body	\$300.00
Stericycle	\$277.73
Concentra	\$270.00
UniFirst Corporation	\$210.46
Bob Murray & Associates	\$201.87
Dina Breitstein	\$191.19
Backflow Distributors, Inc.	\$140.20
Boat Safe America	\$135.00
Department of Justice	\$98.00
Cintas	\$81.41
County Of Contra Costa, Dept of Info Tec	\$61.00
Discovery Bay Marina	\$47.19
Verizon Wireless	\$25.02

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**\$517,998.50**



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
RESOLUTION 2022-31**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN DISCOVERY BAY COMMUNITY SERVICES DISTRICT RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT PURSUANT TO BROWN ACT PROVISIONS**

WHEREAS, the Town of Discovery Bay Community Services District (the "Town") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Town's legislative body are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative body conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, the Town's Board of Directors previously adopted a Resolution, Number 2021-16 on October 20, 2021, finding that the requisite conditions exist for the legislative body of the Town to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must make findings that the Board has reconsidered the circumstances of the state of emergency that exist in the Town, and that either the state of emergency continues to directly impact the ability of the members to meet safely in person, or State or local officials continue to impose or recommend measures to promote social distancing; and

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency continues to exist throughout California as a result of the threat of COVID-19; and

WHEREAS, currently the dominant strain of COVID-19 in the country continues to be more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations, therefore, meeting in person would present imminent risks to the health or safety of attendees and members; and

WHEREAS, the Cal-OSHA adopted emergency regulations (Section 3205) imposing requirements on California employers, including measures to promote social distancing remain in effect; and

WHEREAS, the health orders issued by the Contra Costa County Health Officer to preserve the public health, including requiring all people in Contra Costa County who aren't fully vaccinated, to adhere to indoor masking requirements, recommending measures for social distancing from non-household members for vaccinated individuals that have been exposed to COVID-19, and measures acknowledging that close contact to other persons increases the risk of transmission, remain in effect.

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. AB 361 Compliance. The Board of Directors began using teleconferencing in accordance with subdivision (e) of Section 54953 of the Government Code, as amended by AB 361, on October 20, 2021, and have made the requisite findings by majority vote not later than 30 days after October 20, 2021, and every 30 days thereafter.

Section 3. State of Emergency. The Board of Directors hereby reconsiders the circumstances of the current State of Emergency proclaimed by the Governor on March 4, 2020, and find that the ongoing conditions of the State of Emergency directly impact the ability of members to meet safely in person.

Section 4. Measures to Promote Social Distancing. The Board of Directors hereby finds that Cal-OSHA and the County Health Official continue to recommend measures to promote physical distancing.

Section 5. Remote Teleconference Meetings. The General Manager of the Town of Discovery Bay Community Services District is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

---

Kevin Graves  
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a meeting, held on September 7, 2022, by the following vote of the Board:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Dina Breitstein  
Board Secretary





# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**Meeting Date**

September 7, 2022

**Prepared By:** Dina Breitstein, General Manager  
**Submitted By:** Dina Breitstein, General Manager

### Agenda Title

Discussion and Possible Action to Approve a Contract with Luhdorff & Scalmanini, Consulting Engineers (LSCE) to Provide Water Grant Funding Services.

### Recommended Action:

Authorize the General Manager to enter into an agreement with Luhdorff & Scalmanini, Consulting Engineers (LSCE), to provide water grant funding services in the amount of \$25,000.

### Executive Summary:

At the August 3, 2022, Finance and Water and Wastewater Committees, LSCE provided a presentation to support the District in prioritizing their long-term Water Capital Improvement Plan (CIP). The presentation outlined various water system funding strategies that LSCE could assist the Town in acquiring to achieve its long-term Capital Improvement goals.

The attached scope of work ("Scope") reflects known best available grants for the District to pursue. The Scope builds off the current CIP Planning task order, which is developing a funding strategy to fund priority water system improvements related to the TODB public water system. The Scope specifies current grant funding programs to target and the tasks involved in applying for these grant funding sources. The outlined funding opportunities are as follows: DWR-SGMA Round 2 Implementation Funding Cycle, EPA Medium and Large System Grant Program, and State Fleet Energy Efficiency Programs. Tasks one and two are outlined below.

- Task 1 – Water Grant Funding Source Assessment
- Task 2 – Prepare and Submit Grant Funding Applications

### Proposed Schedule

LSCE's proposed schedule for completing the District's grant funding services scope of work, including preparation and submittal of funding applications, is 180-days based on the anticipated start date of September 22, 2022.

### Proposed Budget

TASK	DESCRIPTION	BUDGET ESTIMATE
1	Grant Funding Source Assessment	\$10,000
2	Prepare and Submit Grant Funding Applications	\$15,000
<b>Total Budget Estimate</b>		<b>\$25,000</b>

Staff recommends that the Board authorize the General Manager to enter into an agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) to provide water grant funding services in the amount of \$25,000.

### Attachments

1. Presentation
2. Luhdorff & Scalmanini, Consulting Engineers (LSCE) Water Grant Funding Services Proposal.

**AGENDA ITEM: F1**

# CIP and Financial Planning For Project Implementation

*Town of Discovery Bay*

*CIP Project Implementation Funding Item*

*Board Meeting*

*September 7, 2022*

**Dina Breitstein, General Manager**

**Jason Coleman and Jacques DeBra, LSCE**



# Meeting Discussion

- 1. August Committee Meetings - Update**
- 2. CIP Planning/Implementation Priorities**
- 3. Long Term Funding Options**
  - Financing Sources
  - Grant Funding Sources
- 4. 2022 Funding Opportunities**
- 5. Next Steps**



# TODB FY21-22 Budget – Strategic Goals

## Strategic Goals



### Key Achievements

- ✓ Timely completion of annual audits with unqualified (clean) audit findings
- ✓ Structurally balanced budget
- ✓ Sufficient Reserves

### Goals

- Ensure expenditures are consistent with adopted policies
- Move towards paperless documentation. Continue implementation and updating technologies to increase efficiencies to ensure accurate reporting
- Move Town treasury services from Contra Costa County
- Develop and execute financing plan for upcoming Water and Wastewater Projects ✓



Long term funding needs based on Water and Wastewater CIP Plan priorities and infrastructure risk factors.

# CIP Planning – Assessing Infrastructure Risk

WHAT IS MY BEST LONG-TERM FUNDING STRATEGY?

WHAT ARE MY BEST O&M AND CIP INVESTMENT STRATEGIES?

- What alternative management options exist?
- Which are the most feasible for my organization?

WHAT IS THE CURRENT STATE OF MY ASSETS?

- What assets do I own?
- Where are they?
- What condition are they in?
- What are their remaining useful lives?
- What is their remaining economic value?

WHAT IS MY REQUIRED LEVEL OF SERVICE?

- What is the demand for my services by my stakeholders?
- What do regulators require?
- What is my actual performance?

WHAT ARE MY BUSINESS RISKS?

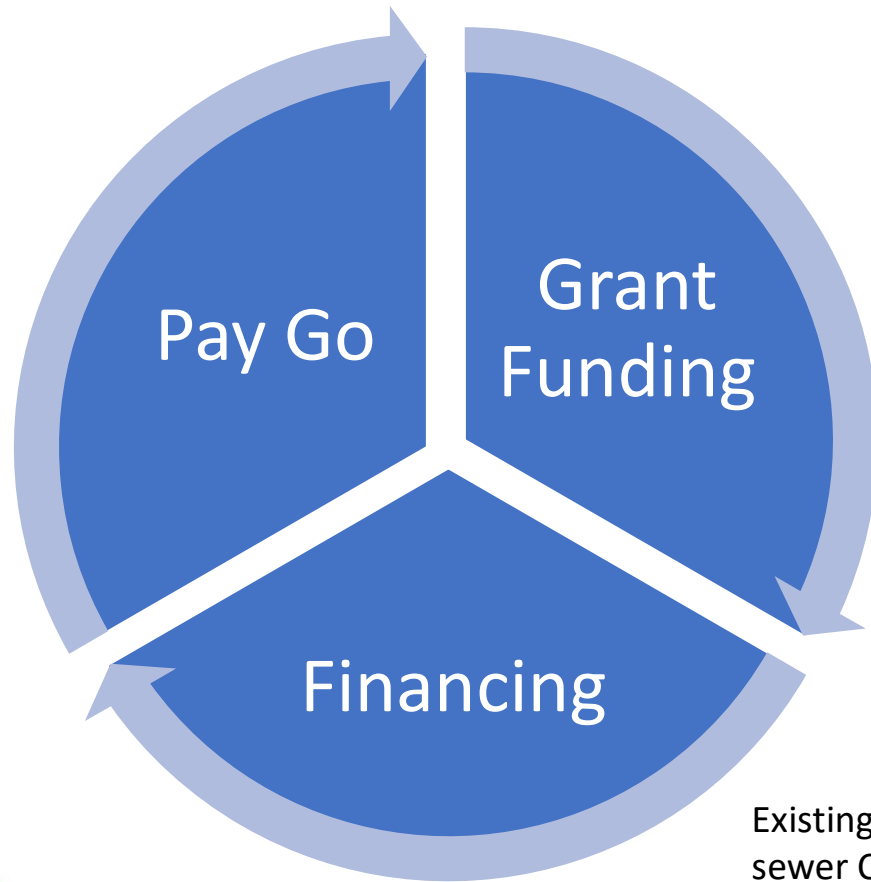
- How do assets fail? How can they fail?
- What is their likelihood of failure?
- What are their consequences of failure?
- What assets are critical to sustained performance?

**ASSET MANAGEMENT ENABLERS:**

- LEADERSHIP
- ORGANIZATIONAL ALIGNMENT
- KNOWLEDGE MANAGEMENT
- TECHNOLOGY
- TRAINING



# Common Utility – Long Term Funding Strategy



The long-term utility funding strategy will be unique for each utility and be a function of system needs, infrastructure risk, and market timing.

**August 3 Committee Meetings:**

Reviewed FY22-23 Water CIP Plan

Support Cost-Effective CIP Funding Strategy

Pursue grants & low interest loans where needed

Existing TODB \$10M bond issuance to cover some water and sewer CIP projects.



# TODB Water CIP Implementation: 2022-2032

Water CIP Priorities	Existing Facilities	5-10 Year CIP Risk Target	Funding Need
Water Distribution Pipeline Replacement Project (\$20M)	50 miles mainline piping 6 to 20-inch	17.9 miles AC Pipe 9 Underwater crossings Prioritize (age, defects, etc.)	New funding source required – DWSRF recommended
GW Treatment Upgrade Project – Phase 1 (\$1.2M)	Willow WTP Upgrade	Enhanced Treatment Plant Capacity (and lower life cycle costs)	New funding source required – or fund over FY22-23 & FY23-24 budgets
Replace Well 1B (\$2.5M)	Existing Well – 1,800 to 1,300 gpm production, capacity in decline	Replacement Well Race against production capacity decline	New funding source required
New Well 8 (\$4.8M)	New facility	1,800 gpm with Wellhead Treatment Plant	Funded by existing bond issuance
Water Master Plan Update (\$0.05M)	Last Plan update in 2012	Update every 10 years	2022 Update funded
Well 5 Abandonment	Well 5 – Standby	Protect water quality	In current budget



# TODB FY21-22 Budget – CIP Budget

Account Code	Capital Improvements	Budgeted FY21-22	Budgeted FY22-23	Projects Funded	Projects Unfunded
20-1156	Water Supply Capacity (source, treatment, & storage)	\$1,248,000	\$2,480,000	Well 8 Project Treatment Upgrade	Well 1B Project (grant target)
20-1170	Upgrades/Maintenance for existing water facilities	\$755,500	\$350,000	Priorities in budget	
20-1170	Water Distribution System Pipeline Replacements	\$750,000	\$750,000	5% of total AC Pipe replacement costs	Unfunded – low interest financing
20-1170	Water Master Plan (10-year update standard)	\$50,000		2022 Update (last updated 2012)	
20-1135 20-1120	Water/Wastewater Fleet/Blgs./Equipment	\$384,000	\$1,064,000	Portion funded	Fleet Upgrades (grant target)
	Well 5 Abandonment		\$100,000	Funded in budget.	
<b>TOTAL</b>	<b>Priority Projects</b>	<b>\$3,187,500</b>	<b>\$4,744,000</b>		



# AC Pipe R&R Project

## AC Pipe Replacement Project

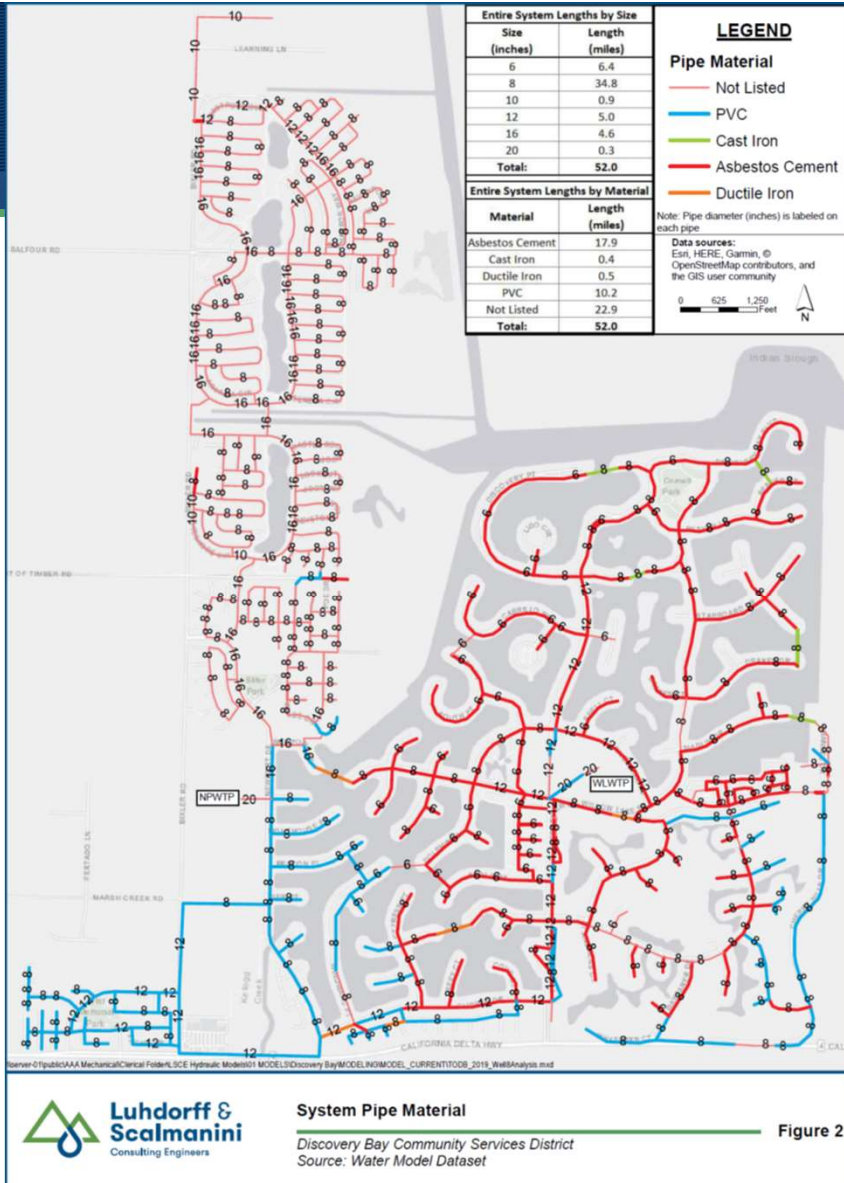
- Largest water CIP Project
- Largest water system liability

## AC Pipe In Red

17.9 miles to be replaced through DWSRF funding approach. AC Pipe Useful Life = 50-60 years; subject to high leak losses and failures as it ages.

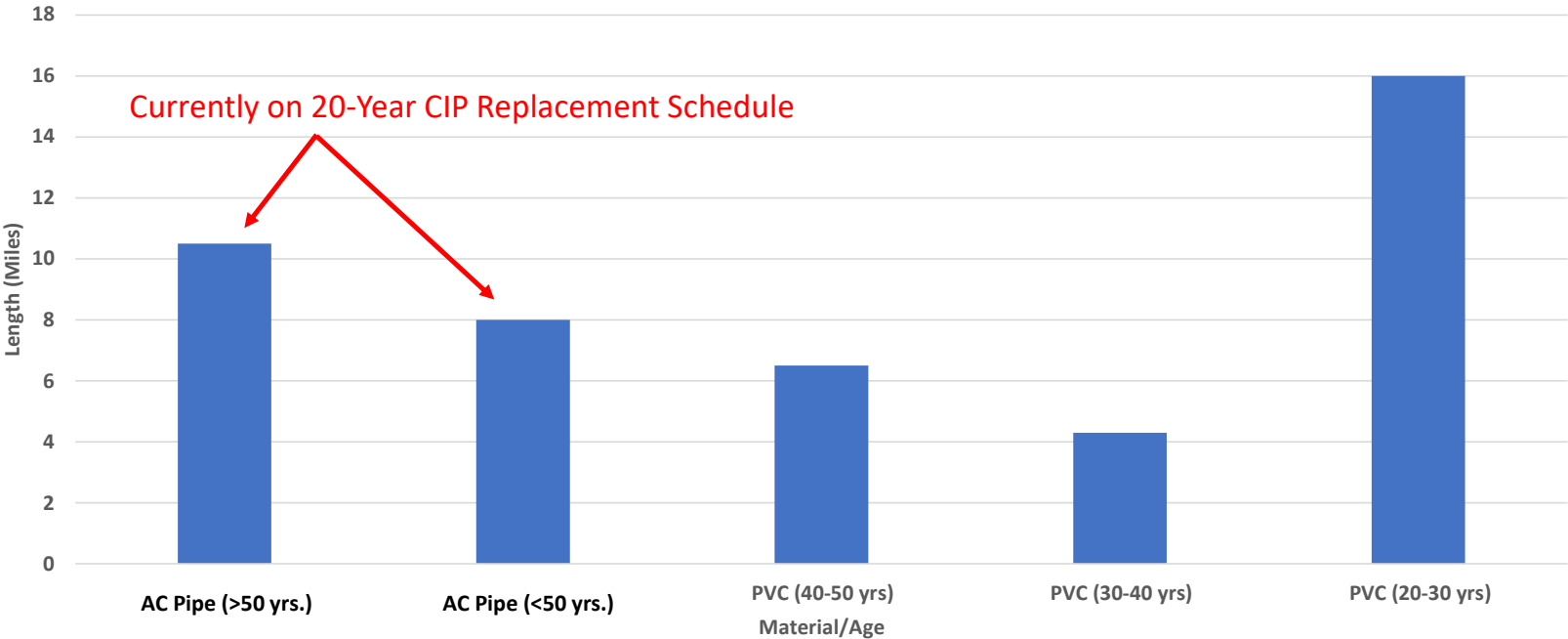
## AC Pipe Corrosion Study Conclusions

For AC pipe, the main concern is that the soil is predominantly alluvial soils that can have high swelling and shrinkage characteristics. There is also a very high-water table in the TODB that can leach the calcium out of the pipe.



# TODB FY21-22 Budget – 20 Year Water CIP Plan

TODB Water System - 2025 Pipe Age, Material Type & Length



PVC useful life = 75-100 years



# TODB FY21-22 Budget – 20 Year Water CIP Plan

AC Pipe Risk Factors	20-Year Replacement Project Approach	DWSRF Large Project Approach
Age (> 50 years old)	+++	++
Diameter (less than 10 inch)	+++	++
Failure History (examples)	+++	+
Pressure (45-60 psi)	++	++
Soils (Reactive clays, high water)	+++	++
Manufacturing Standard	++	+
Land Cover (3 ft. standard cover)	++	++
Water Quality Risk - SDWA	+++	+
Street/Right-of-Way Alignments	+++	+



+ = low risk; ++ = medium risk; +++ = high risk for AC infrastructure failure/replacement need.

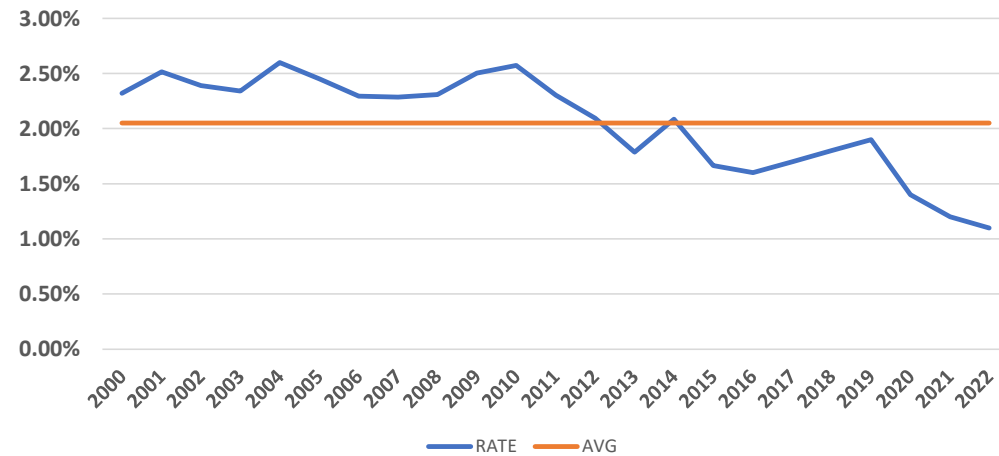
# Lowest Cost Financing In Rising Interest Rate Environment

## Utility Infrastructure Financing Trends

### 30-Year Treasury Interest Rate Changes (1980-Present)



### California Drinking Water State Revolving Fund Interest Rate History (2000-2022)



DWSRF adjusts annual interest rate each January. Typically 50% of State bond rate.

# TODB Water CIP – Financing Options

CIP Project	Capital Improvements	Interest Rate	Amount Financed	Annual Debt Service Payments	Total Payments Over Loan Term
11.1 miles AC pipe R&R + 9 crossings	30-Year Revenue Bond	3.75%	\$20M	\$1,111,800	\$33.4M
17.9 miles AC pipe R&R + 9 crossings	30-Year Revenue Bond	3.75%	\$25M	\$1,389,600	\$41.7M
11.1 miles AC pipe R&R + 9 crossings	30-Year DWSRF Loan (at current DWSRF rate)	1.1%	\$20M	\$783,060	\$23.5M
11.1 miles AC pipe R&R + 9 crossings	30-Year DWSRF Loan (estimated rate in 2023)	1.6%	\$20M	\$840,000	\$25.2M
17.9 miles AC pipe R&R+ 9 crossings	30-Year DWSRF Loan (estimated rate in 2023)	1.6%	\$25M	\$1,050,000	\$31.5M

Total AC Pipe in TODB Water System = 17.9 miles; AC Pipe higher risk replacement target > 40 years = 11.1 mi. (CIP Plan). (Project components: pipe replacement, 9 under-crossings, and corrosion control system costs)

Lower interest rate financing results in lower annual debt service payments and rates over time for large scale CIP projects.



# Lowest Cost Financing In Rising Interest Rate Environment

- DWSRF has the cheapest financing available (still)
  - Construction Application can fund 100% of project costs (planning/design/construction/administration)
  - 30-Year Term Financing/full loan payments begin 1 year after construction
  - 3-Year Construction Period from Loan Agreement Execution
- Structure Applications based on DWSRF funding criteria and priority
- Takes 18-24 months from Application submittal to Funding Agreement execution
- Categorically Exempt projects a big plus (R&R) – CEQA Plus Required
- DWSRF will provide the TODB with the most CIP budget flexibility



# Next Steps

- Recommendations:
  - Authorize LSCE To Pursue Grant Funds For Water Utility Needs (FY22-23)
    - SGMA Round 2 Implementation Funding Cycle – Focused on priority water CIP projects
    - EPA Medium and Large System Funding – Focused on priority water CIP projects
    - State/Federal Grant Funding – Fleet Energy Efficiency Upgrades (2 trucks/charging station)
  - Pursue DWSRF Construction Application For Water Distribution Pipe R&R Project in 2022
    - Fund as much as possible for AC Pipe Replacement Project at lowest rate (refer to 20-year CIP Plan)
    - 90% Design required for funding approval – LSCE can complete for low cost with system knowledge
    - Discuss with Finance Committee (September) /Back to the Board for consideration (October)
  - Update long term water and wastewater funding strategies for FY23-24 budget process





August 22, 2022  
File No. 22-5-114

Ms. Dina Breitstein  
General Manager  
Town of Discovery Bay  
Community Services District  
1800 Willow Lake Road  
Discovery Bay, CA 94514

**SUBJECT: Scope and Budget for Water Grant Funding Services**

Dear Ms. Breitstein:

Per your request, Luhdorff & Scalmanini, Consulting Engineers (LSCE) is pleased to provide this proposed scope and budget for providing Water Grant Funding Services to pursue viable grant funding sources to fund the District's currently unfunded water system priorities to facilitate cost-effective implementation of water system improvements over the next few years for the Town of Discovery Bay Community Services District (TODB).

**Scope of Work**

The scope of work outlined herein represents the District's updated water system funding strategy with input from the Finance Committee in August 2022 to include the pursuit of viable grant funding sources to fund priority water projects to supplement the pay-as-you-go and financed funding options available to the District. This scope describes the next steps for implementing the water grant funding approach to support implementation of three (3) grant funding opportunities that look promising for the District to pursue in FY22-23. The scope of work reflects known best available grants for the District to pursue at this time, and may be updated during scope implementation if more favorable grant opportunities become available and would be prudent for the District to pursue given its funding needs and timing of grant funding program opportunities. This scope of work builds off the current CIP Planning task order which is developing a funding strategy to fund priority water system improvements related to the TODB public water system. The scope specifies current grant funding programs to target and the tasks involved in applying for these grant funding sources.

***Task 1 – Water Grant Funding Source Assessment***

This task is to prioritize the TODB's water grant funding opportunities in FY22-23 based on reviewing the District's Water CIP project list and identifying the most pressing funding needs with a focus on projects not yet funded through the budget process. The initial resource grant funding sources LSCE will focus on developing are listed in the table below with more information about these funding opportunities included in Attachment 1.



Task 1: FY22-23 Grant Funding Opportunities To Assess/Pursue	
Grant Program Description	Details
DWR - SGMA Round 2 Implementation Funding Cycle	<ul style="list-style-type: none"> <li>• For Medium and High Priority Basins</li> <li>• Subbasin funding minimum = \$1M; funding max. = \$20M</li> <li>• Competitive through East Contra Costa GSA process</li> </ul>
EPA Medium and Large System Grant Program	<ul style="list-style-type: none"> <li>• For Medium and Large Water Systems</li> <li>• New Grant Funding Opportunity</li> <li>• To improve water system resiliency</li> </ul>
State fleet energy efficiency programs	<ul style="list-style-type: none"> <li>• Focus on pilot fleet e-vehicle project (2 vehicles)</li> <li>• Charging Station(s) at District facility</li> <li>• To be based on available grant funds and purposes</li> </ul>

Task 1 Deliverables:

Develop Project Descriptions and Scope/Schedule/Budget templates for best fit project(s)

Review recommended grant funding application criteria and requirements

Prepare funding procurement schedule for required submittals

Coordinate with funding agencies in advance of application submittals

**Task 2 – Prepare and Submit Grant Funding Applications**

This task is based on the project(s) selected for funding, requested grant funding and local share amounts, assessing available state and federal funding programs that the TODB would be eligible to pursue in the future to fund priority water CIP projects identified in Task 1. LSCE would coordinate with District staff in preparing grant funding applications in accordance with funding program guidelines and requirements. LSCE would be relying on receiving information needed from the District in a timely manner for preparing complete funding applications that would be determine best available funding sources to pursue in FY22-23. LSCE and TODB recognize that market financing conditions hit an inflection point in 2022 with a rapid change in the Federal Reserve Board’s monetary policy with interest rates on the rise to combat inflation. This puts a premium on securing funding terms that are favorable for high priority projects in the event interest rates keep increasing. In parallel, LSCE will assess the viability of pursuing grant funding sources that match the project funding needs identified in Task 1. The TODB may need to be flexible with project implementation schedules based on available funding opportunities and favorable funding market terms in the current dynamic financial market conditions. LSCE will prepare a Technical Memorandum summarizing the findings and recommendations for Tasks 1 and 2. For this task it includes one (1) Board meeting preparation and presentation development, one (1) committee meeting in person, and two (2) meetings remotely. Meeting agendas, minutes and any follow-up action documentation will be provided for each meeting.

Task 2: Prepare Grant Funding Applications	
Grant Funding Program	Details
DWR - SGMA Round 2 Implementation Funding Cycle	<ul style="list-style-type: none"> <li>• Develop project information for priority projects.</li> <li>• Coordinate with GSAs as required during the process.</li> <li>• Prepare and submit information through GSA process consistent with funding program guidelines and GSP priorities.</li> </ul>
EPA Medium and Large System Grant Program	<ul style="list-style-type: none"> <li>• Evaluate funding program guidelines and requirements.</li> <li>• Prepare one (1) funding application(s) for District review.</li> <li>• Submit complete application(s) to funding agency for review and approval.</li> </ul>
State/Federal fleet energy efficiency programs	<ul style="list-style-type: none"> <li>• Identify best available grant funding sources.</li> <li>• Evaluate funding program guidelines and requirements.</li> <li>• Prepare one (1) funding application for District review.</li> <li>• Submit complete application(s) to funding agency for review and approval.</li> </ul>

**Task 2 Deliverables:**

Prepare District’s SGMA Round 2 Implementation funding request information for District review and submittal to the GSA in accordance with the GSA funding application preparation process

Prepare one (1) draft EPA Medium and Large System Grant Funding application in accordance with funding program guidelines and requirements for District review and comment

Prepare one (1) final EPA funding application and submit to funding agency in a timely manner

Prepare one (1) draft Fleet Efficiency Pilot Project grant funding application in accordance with funding program guidelines and requirements for District review and comment

Prepare one (1) final Fleet Efficiency Pilot Project funding application and submit to funding agency in a timely manner

Coordinate with funding agencies as needed to facilitate funding application approval for the District

**Proposed Schedule**

LSCE’s proposed schedule for completing the District’s grant funding services scope of work including preparation and submittal of funding applications as highlighted above is 180-days based on the anticipated start date of September 22, 2022. This work will leverage other water system work LSCE is conducting related to asset management, regulatory compliance, and water CIP implementation activities. The work schedule will be very driven by the unique solicitation schedules of each funding agency which LSCE will track and keep the District staff informed of on a regular basis. Grant funding programs tend to have windows within which applications must be submitted to be eligible for grant awards.

## Proposed Budget

LSCE's proposed budget for Water Grant Funding Services is **\$25,000** based on the anticipated projects and funding needs to allow the TODB to complete necessary water system improvements in a timely and cost-effective manner. The budget estimate for this work is included in the table below:

Task	Comments	Budget Estimate
1	Grant Funding Source Assessment	\$10,000
2	Prepare and Submit Grant Funding Applications	\$15,000
Total Budget Estimate		\$25,000

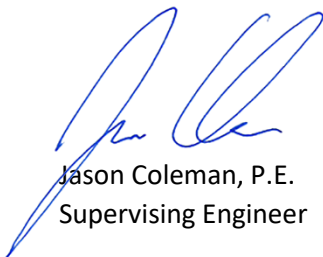
The work will primarily be performed by Jason Coleman and Jacques DeBra.

LSCE will bill monthly for labor and materials, only as incurred, in accordance with LSCE's current Schedule of Fees for Engineering and Field services (attached). In the event LSCE is required to be involved in activities that deviate from the scope, LSCE will provide notification of any potential changes in the estimated budget for the proposed grant funding services including changes to funding application requirements or project development costs necessary for funding approvals.

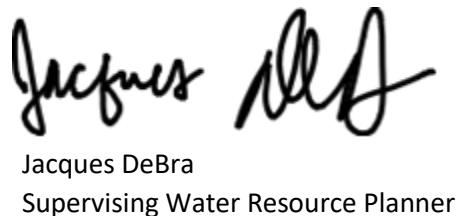
We appreciate the opportunity to continue providing professional engineering support services to the TODB. Should you have any questions, please do not hesitate to contact me.

Sincerely,

LUHDORFF & SCALMANINI  
CONSULTING ENGINEERS



Jason Coleman, P.E.  
Supervising Engineer



Jacques DeBra  
Supervising Water Resource Planner

### Enclosures

- Attachment 1: Summary of Targeted Grant Funding Opportunities
- 2022 Schedule of Fees for Engineering and Field Services



This grant funding opportunity would be pursued by TODB through the East Contra Costa Groundwater Sustainability Agency regional funding application process in FY22-23.

[RETURN TO SEARCH](#)

# Sustainable Groundwater Management (SGM) Grant Program's SGMA Implementation Round 2

Grantor: [Department of Water Resources](#)

Portal ID: 9071

Status: Forecasted

Opportunity Type: Grant

Last Updated: April 13, 2022, 7:02 am | [View change notes](#)

CATEGORIES: [DISADVANTAGED COMMUNITIES](#), [ENVIRONMENT & WATER](#)





## **Purpose:**

The SGM Grant Program's SGMA Implementation Round 2 will provide funding to GSAs and other responsible entities to update/revise/modify their GSPs or their Alternatives to a GSP. The funding will also be used towards implementing the GSP or Alternative Plan. This funding is for eligible applicants with projects located in medium and high priority basins, including critically overdrafted (COD) basins.

## **Description:**

The Legislature has provided \$202.5 million to DWR for SGMA Implementation activities, that includes planning and implementation projects. DWR will solicit proposals to award funding through a competitive application basis for tasks and activities that help the basins reach sustainability through investments in groundwater recharge and/or projects that prevent or clean up contamination of a groundwater that serves as a source of drinking water. Tasks and activities can also include updating/revising/modifying a GSP(s) or Alternative Plan. Eligible applicants are GSAs, member agencies of GSAs, and agencies with an Alternative to a GSP. All applicants must be within a medium or high priority basin with a GSP or Alternative to a GSP. Basins that were adjudicated after January 1, 2015 (or are in the process of adjudicating after January 1, 2015) or considered probationary under SGMA by the State Water Resources Control Board at or after the time of application submittal are also eligible for funding. Those applicants located within basins that adjudicated prior to January 1, 2015 are not eligible to apply for or receive grant funding. The project area and service area must be within the most current DWR Bulletin 118 basin that is designated as medium or high priority, including COD basins, by the latest SGMA Basin Prioritization at the time of application submittal. **Only one application will be accepted per basin.** The application process, application review process, schedule, program preferences, and

definitions are outlined within the funding guidance documents posted on the SGM Grant Program's webpage on December 17, 2021. Applicants will use the guidance provided in the PSP to submit their application online for DWR review. We recommend interested parties to review the funding 2021 Guidelines and Proposal Solicitation Package (PSP) for all details. For updated information and clarifications, please visit our website: [www.water.ca.gov/sgmgrants](http://www.water.ca.gov/sgmgrants).

## Eligibility Requirements

### Eligible Applicants:

Nonprofit, Public Agency, Tribal Government

Any applicant that is not a GSA, member agency of a GSA, or an agency with an Alternative to a GSP MUST provide letters of support indicating that they are applying on their behalf and that the work proposed is fully supported by the GSA they represent. The applicant must meet the definition of a local public agency, nonprofit, or Tribe as defined in the 2021 Guidelines and PSP found at: [www.water.ca.gov/sgmgrants](http://www.water.ca.gov/sgmgrants)

### Eligible Geographies:

The grant solicitation is for projects located within medium or high priority basins, including COD basins, and those basins that adjudicated, or are in the process of adjudicating, after January 1, 2015.

### Matching Funding Requirement:

N/A

## IMPORTANT DATES

*Expected award announcement*

**July 2023**

*Period of performance*

**3 years**

*Anticipated Open Date*

**September 2022**

## FUNDING DETAILS

Total estimated available funding

**\$202,500,000**

Expected number of awards

**Dependent**

Estimated amount per award

**\$1,000,000 - \$20,000,000**

Letter of Intent Required? No

Requires Matched Funding? No

Funding Source: State

### **Funding Source Notes:**

General Funds through the Budget Act of 2021 (Senate Bill 170) and Proposition 68 funds.

Funding Method: Reimbursement(s)

### **Funding Method Notes:**

Funding is provided in arrears as reimbursement and can only invoice on a calendar quarter.

## HOW TO APPLY

State agencies/departments recommend you read the **full grant** guidelines before applying.

[Grant guidelines](#)

## RESOURCES

[Grantor's site](#)

[Subscribe to grant updates](#)

**Planned Events:** <https://water.ca.gov/sgmgrants>

**For questions about this grant, contact:**

1-916-902-7380, [sgwp@water.ca.gov](mailto:sgwp@water.ca.gov)

## Similar to This Grant

 **AGRICULTURE**

*Employment Development Department*

**Campesino de  
California Outreach  
Grant - Complaint**

 **AGRICULTURE**

*Department of Pesticide Regulation*

**Department of  
Pesticide Regulation**

 **DISADVA  
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*CA Arts Council*

**Administ  
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4 weeks ago

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## 2023 Alliance Grants Program

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## 2021 INFRASTRUCTURE PACKAGE NEW PROGRAM PROFILE



**Department:** US Environmental Protection Agency

# Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program

### Program Overview

The purpose of this program is to assist midsize and large drinking water systems with increasing their resilience to natural hazards, cybersecurity vulnerabilities, and extreme weather events.

### Program Eligibility

Eligible entities include public water systems that serve a community with a population of 10,000 or more.

### Funding Information

This program provides \$50 million annually for fiscal years 2022 through 2026. Fifty (50) percent will be used for grants to entities that serve a population between 10,000 and 100,000. The other 50 percent will be used for grants to entities that serve a population greater than 100,000.

**LSCE recommends TODB pursuit of this new EPA grant funding program for FY22-23 and/or FY23-24 water projects depending on final funding program solicitation process and requirements.**



### Eligible Projects:

- Funds may be used to promote water conservation, enhance water efficiency, create desalination facilities, relocate or renovate existing vulnerable water systems, enhance water supply, and implement measures to increase resiliency to natural hazards, cybersecurity vulnerabilities, or extreme weather events.
- Funds can also be used to form regional water partnerships to collaboratively address documented water shortages.





Enter keywords, e.g. Tracking Progress

< Events

# CALeVIP 2.0 Public Workshop

## EVENT DATE

Thursday, May 12, 2022

10:00 AM - 12:00 PM

## LOCATION NAME

Remote Access Only

[ADD TO CALENDAR >](#)

The CALeVIP 2.0 Public Workshop is your chance to get a sneak peek at upcoming improvements to CALeVIP and learn how to apply for incentives for electric vehicle chargers at your business or property. During this free webinar, panelists from the Center for Sustainable Energy, California Energy Commission and CALSTART will discuss:

- New project requirements
- Changes to the application selection process
- Technology specifications

Attendees will have the opportunity to ask questions and provide feedback about their experiences with the CALeVIP program.

## Notice and Agenda

- [CALeVIP 2.0 Public Workshop Notice](#)

# Presentations

- Presentation for the CALeVIP 2.0 Public Workshop

## Remote Attendance

Register now to join the CALeVIP 2.0 Public Workshop:

<https://go.energycenter.org/CALeVIP-2.0-Registration.html>

To learn more, visit [CALeVIP.org](https://CALeVIP.org).

### CATEGORIES

#### Topic

Transportation

#### Division

Fuels and Transportation

#### Program

California Electric Vehicle Infrastructure Project (CALeVIP)

Clean Transportation Program

### CONTACT

California Energy Commission

715 P Street

Sacramento, CA 95814

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## 2022 SCHEDULE OF FEES ENGINEERING AND RELATED FIELD SERVICES

### Professional\*

Senior Principal .....	\$235/hr.
Principal Professional.....	\$225 to 230/hr.
Supervising Professional .....	\$210 to 220/hr.
Senior Professional .....	\$175 to 210/hr.
Project Professional .....	\$155 to 175/hr.
Staff Professional .....	\$135 to 155/hr.

### Technical

Engineering Inspector .....	\$140/hr.
ACAD Drafting/GIS .....	\$142/hr.
Engineering Assistant.....	\$115 to 140/hr.
Scientist.....	\$115 to 140/hr.
Technician.....	\$115 to 140/hr.

### Clerical Support

Word Processing, Clerical.....	\$90/hr.
Digital Communications Specialist.....	\$90 to 100/hr.
Project Admin/Accounting Assistant .....	\$90 to 110/hr.

Vehicle Use	\$0.58/mi.
Subsistence	Cost Plus 15%
Groundwater Sampling Equipment (Includes Operator)	\$170.00/hr
Copies	\$0.20 ea.
Professional or Technical Testimony	200% of Regular Rates
Technical Overtime (if required)	150% of Regular Rates
Outside Services/Rentals	Cost Plus 15%
Services by Associate Firms	Cost Plus 15%

\* Engineer, Geologist, Hydrogeologist, and Hydrologist



# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**Meeting Date**

September 7, 2022

**Prepared By:** Dina Breitstein, General Manager  
**Submitted By:** Dina Breitstein, General Manager

**Agenda Title**

Approve a Certificate of Appreciation to Adams Pool Solutions Signed by the President of the Board.

**Recommended Action**

Authorize the President of the Board to sign a Certificate of Appreciation to Adams Pool Solutions for excellence in refurbishing the Community Center pool.

**Executive Summary:**

Adams Pool Solutions refurbished the Community Center swimming pool. The pool is a huge success with the community and participation in various aquatic programs is growing. The attached certificate, to be signed by the Board President, is intended to convey the Board's appreciation for the excellent efforts of Tony Adams (owner) and his workforce at Adams Pool Solutions.

**Previous Relevant Board Actions for This Item**

**Attachments**

1. Draft Certificate of Appreciation

AGENDA ITEM: F2

# *Certificate of Appreciation*



The Town of Discovery Bay Community Services District  
Presents to:

**Tony Adams**  
**Adams Pool Solutions**

Our most sincere appreciation and gratitude  
for your commitment to excellence in refurbishing our community pool.

---

Kevin Graves, Board President  
Town of Discovery Bay CSD























