



TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Road, Discovery Bay, CA 94505-9376
Telephone: 925.634.1131 Fax: 925.513.2705

Board Members

President-Kevin Graves
Vice President-Mark Simon
Director-David Piepho
Director-Ray Tetreault
Director-Brian Dawson

**NOTICE OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD**
Wednesday October 6, 2010
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

SPECIAL MEETING at 6:30p.m.

A. CLOSED SESSION:

1. **CONFERENCE WITH LABOR NEGOTIATOR** Government Code section 54957.6
Agency Designated Representative: Richard J. Howard
Unrepresented Employees: All

B. Return to open session; report on closed session

REGULAR MEETING AT 7:00p.m.

A. ROLL CALL

1. Call business meeting to order 7:00p.m.
2. Pledge of Allegiance
3. Report on closed session

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

The public may address the Board on any issue in the District's jurisdiction, which is not on the agenda. The public may comment on any item on the agenda at the time that item is taken up. Any person wishing to speak must come up and speak from the podium. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Chair.

C. AREA AGENCIES REPORTS / PRESENTATION

1. DEPUTY SHERIFF /MARINE PATROL REPORT
2. CHP REPORT
3. FIRE DISTRICT REPORT
4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT
5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

D. CONSENT CALENDAR

1. Minutes of Regular Meeting for September 15, 2010
2. Capacity Fee Report for Fiscal Year 2009-2010
Recommended Action – Approval of the Capacity Fee Charge Report for Fiscal Year 2009-2010
3. Claim against the District – David and Jan McWilliams
Recommended Action – Reject Claim
4. District Invoices
Recommended Action – Staff recommends that the Board approve the listed invoices for payment
5. District Financials
Recommended Action – Receive and File

6. Consideration of contract approval for play structure removal in the play areas on the south side of Cornell Park
Recommended Action – Approve and authorize the General Manager to contract with Playgrounds Unlimited for demolition and removal of the play structure located on the south side of Cornell Park in an amount not to exceed \$6,630.00.
7. Consideration of contract approval for partition replacements for Cornell Park restroom facilities
Recommended Action – Approve and authorize the General Manager to contract removal and replacement services with TF Construction for the Restroom Partition Replacement project at Cornell Park.

E. NEW BUSINESS AND ACTION ITEMS

1. Placement and Location of "Director Comments" portion of Agenda
Recommended Action – As Necessary
2. Acceptance of bid and Contract Award to James Breneman for the Ravenswood Spray Park Capital Improvement Construction Project.
Recommended Action – Accept lowest responsible bid for the Ravenswood Spray Park Capital Improvement Project and award construction contract to James Breneman and authorize the Board President to execute related contract documents.
3. Lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park.
Recommended Action – Approve lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Service District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park and authorize the President of the Board to execute all associated lease documents.

F. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report
2. County Planning Commission Report
3. Code Enforcement Report
4. Special Districts Report**

***These meetings are held Quarterly*

G. DIRECTORS' COMMENTS

H. GENERAL MANAGER'S REPORT

1. Veolia August Monthly Report

I. LEGAL COUNSEL REPORT

J. CORRESPONDENCE – Discussion and Possible Action

K. PUBLIC RECORD REQUESTS RECEIVED

No requests received since last published Regular Meeting Agenda

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

1. Adjourn to next regular meeting on October 20, 2010 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

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

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



TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Road, Discovery Bay, CA 94505-9376
Telephone: 925.634.1131 Fax: 925.513.2705

Board Members

President-Kevin Graves
Vice President-Mark Simon
Director-David Piepho
Director-Ray Tetreault
Director-Brian Dawson

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday, September 15, 2010
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING at 7:00p.m.

A. ROLL CALL

The meeting was called to order at 7:00p.m. President Graves led the Pledge of Allegiance. Roll call reflected that all Directors were present.

Report on Closed Session: President Graves stated that there is one correction to the Agenda and that item 3 was a cut and paste issue and there was no closed session.

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

None

C. PRESENTATIONS

None

D. CONSENT CALENDAR

1. Minutes previous meeting, Special Meeting of August 25, 2010
2. Minutes previous meeting, Regular Meeting of September 1, 2010
3. District Invoices
Recommended Action - Staff recommends that the Board approve the listed invoices for payment
4. Consideration of Vegetation Agreement between the Town of Discovery Bay CSD and Reclamation 800 District pertaining to landscape of levee's under the jurisdiction of Reclamation District 800
Recommendation Action - Approve and authorize the President of the Board to enter into the attached "Vegetation Encroachment Agreement" with the Reclamation District No. 800
5. Notice of Exemption for Discovery Bay Boulevard / Sand Point Road Landscape Plantings
Recommended Action - Approve and authorize Staff to sign and record the Notice of Exemption (CEQA) for the Discovery Bay Blvd. / Sand Point Road Landscape Planting capital improvement project
6. Orwood Resort and Delta RV and Boat Storage -- Direction to Staff
Recommended Action - 1) That the Board ratify the direction given to staff on item G1 at the August 4, 2010 Board meeting; and 2) That the Board ratify the direction given to staff on item G2 at the August 4, 2010 Board meeting
7. Notice of Exemption for Ravenswood's Splash Pad and Pathway Solar Lights
Recommended Action - Approve and authorize Staff to sign and record the Notice of Exemption(s) (CEQA) for the Ravenswood Splash Pad and Solar Light Projects.
8. Consideration of contract approval for design services pertaining to the playground replacement project at Cornell Park
Recommended Action - Approve and authorize the General Manager to contract for design services

between the Town of Discovery Bay CSD and Gates & Associates in the amount of \$13,365, plus reimbursables, for the Playground replacement project at Cornell Park.

Motion made by Director Simon to approve the consent calendar and seconded by Director Piepho.

Resident Don Flint – Pointed out errors that he thought existed with item six (6) on the consent calendar.

President Graves – Stated that for procedural issues the item is on the agenda, there was a mistake made, there was not a motion or a vote on the item to send a letter and that is why item six (6) is on the consent calendar for this meeting. The comments that were made, at the August 4, 2010 meeting with regard to this issue, were irrelevant to what the County was asking for and that is why the letter says no comment.

Resident Don Flint – Asked for the record if he can comment on that?

President Graves – No

President Graves – Asked if there is any other discussion by the public on the consent calendar?

Resident Walter Mac Vittle – Stated that this is a procedural question and in the future on consent items, are you going to discuss them in the consent calendar, because in the past items were pulled and the item was up for discussion, is this a new procedure?

President Graves – Stated this is not a new procedure. No one asked for that item to be pulled from the consent calendar, we asked if there were any public comment, public made their comments, and the board made their vote.

Resident Walter Mac Vittle – Stated that a person from the public can ask to have an item pulled from the consent calendar.

President Graves – Stated that did not happen tonight.

Resident Don Flint – Stated he would like for the item to be pulled.

President Graves – Asked Legal can the public pull items from the consent calendar?

Legal McGrew – Stated the public has a right to comment on any item and the public had a right to comment. The public cannot force the board to have the item be entered into discussion.

President Graves – Stated that now we are in a procedural issue, since there has been discussion, will the item be voted on within the consent calendar, even though it has not been technically pulled from the consent calendar?

Legal McGrew – Stated that it may be voted on in the consent calendar, or it can be done both ways.

Director Piepho – Called for the vote.

Motion carried by the following vote: AYES: 5, NOES: 0, ABSENT: 0

E. NEW BUSINESS AND ACTION ITEMS

1. Appoint a member of the Board to fill the position of President Pro-Tempore

Recommended Action: - Appoint a member of the Board to fill the position of President Pro-Tempore

General Manager Howard – Stated this item was discussed in the Workshop dated August 25, 2010 regarding Board Policies and procedures. One of the items that came up for consideration and discussion is that when the President and Vice-President are absent from a meeting that leaves the remaining three (3) Board members without a successor to chair the meeting. Tonight is an opportunity to appoint a board member to be the President Pro-Tempore.

President Graves – Asked do we need a motion to make the vote?

Legal McGrew – Stated that you do not need to make a motion to make the vote. There are two procedures. One way is to open a nomination, which does not require a second, and the nominations made are then voted on in order. The other procedure is to make a motion to appoint and that motion is then seconded.

Vice-President Simon – Stated that he would like to make the motion, he also stated that the two Board members that have experience as the President are Director Tetreault and Director Piepho. Director Piepho's Fire Department schedule may prevent him from being able to attend meetings. Director Tetreault is retired and is able to attend all meetings.

Motion made by Vice-President Simon to appoint Director Tetreault as the President Pro-Tempore and seconded by Director Dawson. Motion carried by the following vote: AYES: 5, NOES: 0, ABSENT: 0

F. CHAIR REPORT

None

G. DIRECTORS' COMMENTS

Director Dawson – Stated that he attended the Discovery Bay P-6 Zone Citizen Advisory Committee and he turned in his report. A Lakeshore resident shared her frustration with a problem of people running a stop sign and Lt. Burton is looking into the problem. The P-6 Committee members decided that the next meeting would not be held until January 10, 2011. Director Dawson also attended the school board meeting and there is a new resource officer. The officer is noticing that the Anti-Bullying program is reaching out to the kids to make them feel comfortable to come forward with the problem of being bullied. Funding for the program has come from a Grant.

H. GENERAL MANAGER REPORT

General Manager Howard – Stated that he has two (2) items, the first is informational, the RFP for Water and Wastewater services has been distributed and the first tour is scheduled for September 16, 2010 and another tour is scheduled a week from that. The second item is that Fairin has a new town vehicle and would like the Board to take a look at.

President Graves – Stated that he would like a copy of the RFP.

Resident Don Flint – Asked if the RFP could be added to the Website?

General Manager Howard – Stated that yes the RFP can be added.

I. LEGAL COUNSEL REPORT

None

J. CORRESPONDENCE-Discussion and Possible Action

1. R – Letter from Supervisor Mary Piepho to Honorable Ray LaHood regarding the TIGER II grant for the Vasco Road Safety Improvements Project.

K. PUBLIC RECORD REQUESTS RECEIVED

(1) Request from anonymous for a tape of the August 4, 2010 meeting

(1) Request from John Silver – Veolia's Monthly Operations Report for June 2010

Director Dawson – Asked do we take anonymous requests?

General Manager Howard – Stated yes and in the situation listed above the request came from the Website and the email was unidentifiable

L. FUTURE AGENDA ITEMS

Director Tetreault – Stated that the Agenda item "Directors Comment" placement be added to the agenda

Director Dawson – Stated that he would like a discussion for the internship program to be added to the agenda.

M. ADJOURNMENT

The meeting was adjourned at 7:30 to the next Regular meeting of October 6, 2010 starting at 7:00pm at 1800 Willow Lake Road- Located in back of the Delta Community Presbyterian Church.

cmc – 09.16.10



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Rick Howard, General Manager
Submitted By: Rick Howard, General Manager *[Signature]*

Agenda Title

Capacity Fee Charge Report for Fiscal Year 2009-2010

Recommended Action

Approval of the Capacity Fee Charge Report for Fiscal Year 2009-2010

Executive Summary

Each year, the District is required to conduct a "Capacity Fee Charge" Report within 180 days of the end of each fiscal year. The report identifies those charges deposited into the District's capacity charges account, the amount in the account, how and when the charges were expended, and a description of all improvements completed or to be completed during the period.

For FY 2009/10, the amount deposited was \$3,086.00; \$297.00 was for water capacity charges and \$2,789.00 was for Wastewater capacity charges.

The report and the exhibits are attached.

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

Attachments

Capacity Fee Charge Report Cover Sheet for 2009-2010 with Attachments

Exhibit "A" – Basis of Capacity Fee

Exhibit "B" – Capacity Fees Collected for 2009-10

Exhibit "C" – Capital Improvement Budget

Exhibit "D" – Capacity Fees Collected from 2004 through 2010

AGENDA ITEM: D-2



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

CAPACITY FEE CHARGE REPORT FOR YEAR END 2009-2010

The Town of Discovery Bay Board of Directors approved and adopted a new "Capacity Fee" charge on February 18, 2004 to cover various capital improvement projects for the community of Discovery Bay.

In this document we have attached "Exhibits A-D" that show the various components that make up the year-end report.

Exhibit "A" – "Basis of Capacity Fee" Worksheet listing the projects and their estimated cost that was adopted by the Board of Directors.

Exhibit "B" – "Revenue/Receivable Worksheet" highlighting the capacity fees collected. This exhibit shows all the revenues collected. The Top Right columns are labeled "W-Capacity" which shows the dollars received from Water Permits and "S-Capacity", which show the dollars received for Sewer Permits.

Exhibit "C" – Shows the proposed Capital Budget and Actuals of the actual Capital expenditures by month that were spent by the District for the various projects for the 2009-2010 year.

Exhibit "D" – "Capacity Fee Year End Report" This report shows the dollar amount approved by the Board of Directors and the total "Capacity Fees" that were received and which project these fees are allocated to.

The Total Capacity Fees collected for the fiscal year end 2009-10 came to a total of \$3,086.00 compared to \$.00 for the 2008-09 year.

EXHIBIT "A"

Town of Discovery Bay

Basis of Capacity Fee

Wastewater	Project Type or Name	Estimated Cost
	Discharge Pipeline (Under Development)	\$2,000,000.00
	Bio-Solids	\$1,700,000.00
	Wetlands	\$2,500,000.00
		\$6,200,000.00
Water		
	Future Upgrades (Purchase of Land, Pumps, Etc.)	\$400,000.00
	Sub -Total	\$6,600,000.00
	Current Residents Contribution via Usage Fees (4851)	(\$2,510,000.00)
		\$4,090,000.00
	No. of Lots For Future Development	
	Discovery Bay -100	
	Discovery Bay West - 1000	
	Ravenswood - 203	
	Pantages - 300	
	Total = 1603	
	\$4,090,000 divided by (1603) =	\$2,551
Other	Existing Facilities	
Wastewater	UV System	\$676,000.00
	1988 Improvements	\$2,250,000.00
	Generators Portable	\$60,000.00
	Vac Truck	\$25,000.00
	SCADA System	\$132,500.00
	Sub-total	\$3,143,500.00
	Divide by Total Buildout of (6454) =	\$487.00
Water	Well 5 Generator & Transfer Switch	\$106,000.00
	Abandon of Wells 1a & 3	\$60,000.00
	Fencing of Future Well Site	\$12,000.00
	SCADA System	\$132,500.00
	Sub-total	\$310,500.00
	Divide by Total Buildout of (6454) =	\$48.00
	Grand Total of Wastewater & Water	\$3,454,000.00
	Divide by Total Buildout of (6454) =	\$535.00
	Total Capacity Charge / Fee	\$3,086.00

Update 02/23/04

EXHIBIT "B"

CAPACITY FEES FOR THE TOWN OF DISCOVERY BAY
2009/2010

Sewer/Water Permits Fees							
Date	Chk #	Permit #	Lot(s) & Sub.	S/W Amount	W-Capacity	S-Capacity	Total Fees

08/09

07/01/09	370	1650	794 DB Blvd.	\$370.00			\$370.00
			08/09 Total	\$370.00	\$0.00	\$0.00	\$370.00

09/10

09/09/09	103	1651	3936 Lighthouse Pl	\$570.00	\$297.00	\$2,789.00	\$3,656.00
03/26/10	63565	1653	1316 Shell Ct	\$210.00			\$210.00
			09/10 Total	\$780.00	\$297.00	\$2,789.00	\$3,866.00

EXHIBIT "D"

Town of Discovery Bay
Capacity Fee Year End Report for 2009-2010

Project	Bio-Solids Account	Discharge Pipeline Account	Wetlands Account	Future Water Upgrades	Other Account	Total Capacity Fees Collected	Year
Estimated Cost	\$1,700,000.00	\$2,000,000.00	\$2,500,000.00	\$400,000.00	\$3,454,000.00		
Actual Cost of							
Projects to date	\$1,802,913.00	\$1,269,338.00	\$247,859.00	\$186,491.00	\$3,454,000.00		
Capacity Fee Allocated to these projects	\$217,480.32	\$255,859.20	\$319,824.00	\$51,171.84	\$434,960.64	\$1,279,296.00	2004-05
Capacity Fee Allocated to these projects	\$141,122.78	\$166,026.80	\$207,533.50	\$33,205.36	\$282,245.56	\$830,134.00	2005-06
Capacity Fee Allocated to these projects	\$36,232.30	\$42,626.24	\$53,282.80	\$8,525.25	\$72,464.61	\$213,131.20	2006-07
Capacity Fee Allocated to these projects	\$3,530.39	\$4,153.40	\$5,191.75	\$830.68	\$7,060.78	\$20,767.00	2007-08
Capacity Fee Allocated to these projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2008-09
Capacity Fee Allocated to these projects	\$524.62	\$617.20	\$771.50	\$123.44	\$1,049.24	\$3,086.00	2009-10
Sub Total of Fees Collected to Date	\$398,890.41	\$469,282.84	\$586,603.55	\$93,856.57	\$797,780.83	\$2,346,414.20	
Allocated by %	17.00%	20.00%	25.00%	4.00%	34.00%		

9/21/2010



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Rick Howard, General Manager

Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Claim against the District -- David and Jan McWilliams

Recommended Action

Reject Claim

Executive Summary

The District has received a claim for damages from David and Jan McWilliams. The damages claimed are associated with discolored water, or "Brown Water" associated with the District's domestic water distribution system. The McWilliams indicate in their letter that due to this and three subsequent occasions in August they will not pay their water bill for the two month period from July 1 through August 31, 2010.

Brown water is a result of a buildup of iron and manganese sediment in the water system that is occasionally naturally dislodged through high volume periods of flow. In order to correct this problem, the District's water contractor, Veolia Water, has been flushing fire hydrants to eliminate the buildup that causes the brown water in the first place. When flushing occurs, it is likely that there will be increased periods of brown water as a result of the flushing process.

Fiscal Impact:

Amount Requested \$

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

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

Previous Relevant Board Actions for This Item

N/A

Attachments

Claim from the McWilliams

AGENDA ITEM: D-3

Charges Associated With Claim #100831

Billings Customer is Refusing to Pay

Billing Cycle	Units of Water	Charges
07/01/10-07/31/10	57	\$45.77
08/01/10-08/31/10	63	\$50.59
Total	120	\$96.36

Actual Usage and Charges for Dates Listed in Claim

Date	Units Consumed	Cost
7/23/2010	2	\$1.61
8/14/2010	2	\$1.61
8/19/2010	2	\$1.61
8/27/2010	2	\$1.61
Total	8	\$6.44

TOWN OF DISCOVERY BAY CSD
 1800 Willow Lake Rd
 Discovery Bay, CA 94505
 Phone: 925-634-1131
 Fax: 925-513-2705
 email: acctfodb@sbcglobal.net



STATEMENT

Office Hours: 9:00 AM to 5:00 PM Weekdays

COPY

CUSTOMER ADDRESS:

McWilliams Jan
 Discovery Bay CA 94505

SERVICE ADDRESS		
PREVIOUS BAL.	DUE DATE:	TOTAL AMOUNT DUE
47.32	09/16/10	93.09

Service from	Service to	Account Number		Service Address	
07/01/10	07/31/10				
METER READINGS				DESCRIPTION	AMOUNT
Previous	Current	Read Date	Total Consumption	Water	45.77
1611	1668	07/31/10	57		
Payments Received: Date Received: Adjustments this period:				CURRENT CHARGES 45.77	

MESSAGE:

Welcome to The Town of Discovery Bay CSD's
 NEW Water & Wastewater Billing System.

 Effective July 1, 2010 the rate for water will be \$0.803 per CCF (748 gallons)
 Effective July 1, 2010 the rate for sewer will be \$532.56 for the year.
 (Sewer charges will be on your property taxes, not on this billing.)

 Thank You for Conserving Our Precious Water Resources!

If Previous Balance Already Paid - Thank You and
 Please Pay Current Charges

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

TOWN OF DISCOVERY BAY CSD
 1800 Willow Lake Rd * Discovery Bay, CA 94505

McWilliams Jan
 Discovery Bay CA 94505

ACCOUNT #	
DUE DATE	09/16/10
TOTAL AMOUNT DUE	93.09

SERVICE ADDRESS:

AMOUNT ENCLOSED: \$ _____

TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Rd
Discovery Bay, CA 94505

Phone: 925-634-1131

Fax: 925-513-2705

email: accttodb@sbcglobal.net



STATEMENT

Office Hours: 9:00 AM to 5:00 PM Weekdays

COPY

CUSTOMER ADDRESS:

McWilliams Jan
1789 Wilde Dr
Discovery Bay CA 94505

SERVICE ADDRESS		
PREVIOUS BAL.	DUE DATE:	TOTAL AMOUNT DUE
93.09	09/16/10	96.36

Service from	Service to	Account Number		Service Address	
08/01/10	08/31/10				
METER READINGS				DESCRIPTION	AMOUNT
Previous	Current	Read Date	Total Consumption	Water	50.59
1668	1731	08/31/10	63		
Payments Received: 47.32CR Date Received: 08/02/10 Adjustments this period:				CURRENT CHARGES	
				50.59	
<p>MESSAGE: Welcome to The Town of Discovery Bay CSD's NEW Water & Wastewater Billing System.</p> <p>Effective July 1, 2010 the rate for water will be \$0.803 per CCF (748 gallons) Effective July 1, 2010 the rate for sewer will be \$532.56 for the year. (Sewer charges will be on your property taxes, not on this billing.)</p> <p>Thank You for Conserving Our Precious Water Resources!</p>				If Previous Balance Already Paid - Thank You and Please Pay Current Charges	

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

TOWN OF DISCOVERY BAY CSD
1800 Willow Lake Rd * Discovery Bay, CA 94505

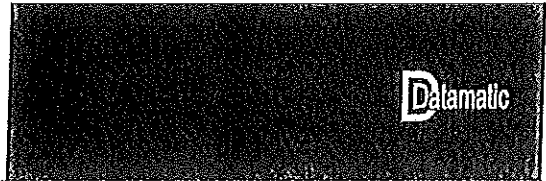
ACCOUNT #	
DUE DATE	09/16/10
TOTAL AMOUNT DUE	96.36

McWilliams Jan

Discovery Bay CA 94505

SERVICE ADDRESS:

AMOUNT ENCLOSED: \$ _____



Discovery Bay CSD

Reading Report

☑ Cycle

☑ Cycle 01

Route 000001

Route 000099

Route 01

☑ Cycle 99

Reading Report	Meter Detail	Profile Graph	Graph Options
Account#:	0116200262	Utility:	Discovery Bay CSD
Name:	McWilliams Jan	Cycle:	01
Meter ID:	0116200262	Route:	000001
FF SN:	10038962	Sequence:	101162
Address:		City, State:	Discovery Bay, CA
		Period:	08/20/10 - 08/03/10

Peak consumption of 4 cubic feet occurred during the day of 06/25/10

Current Read: 1675 Read Time: 08/03/10 01:00:00 AM

Graph Date: 09/16/10 10:56 AM

Records: 45 Go To Date: 08/03/2010 Save As: CSV | XLS | PDF

Read Time	Gateway	Read	Trouble Code	Consumption
08-03 01:00 AM	10002389	1675	-	3
08-02 01:00 AM	10002389	1672	-	2
08-01 01:00 AM	10002389	1670	-	2
07-31 01:00 AM	10002389	1668	-	2
07-30 01:00 AM	10002389	1666	-	2
07-29 01:00 AM	10002389	1664	-	2
07-28 01:00 AM	10002389	1662	-	2
07-27 01:00 AM	10002389	1660	-	1
07-26 01:00 AM	10002389	1659	-	2
07-25 01:00 AM	10002389	1657	-	2
07-24 01:00 AM	10002389	1655	-	2
07-23 01:00 AM	10002389	1653	-	2
07-22 01:00 AM	10002389	1651	-	2
07-21 01:00 AM	10002389	1649	-	2
07-20 01:00 AM	10002389	1647	-	3
07-19 01:00 AM	10002389	1644	-	2
07-18 01:00 AM	10002389	1642	-	2
07-17 01:00 AM	10002389	1640	-	2
07-16 01:00 AM	10002389	1638	-	2
07-15 01:00 AM	10002389	1636	-	2
07-14 01:00 AM	10002389	1634	-	2
07-13 01:00 AM	10002389	1632	-	2
07-12 01:00 AM	10002389	1630	-	2
07-11 01:00 AM	10002389	1628	-	3
07-10 01:00 AM	10002389	1625	-	1
07-09 01:00 AM	10002389	1624	-	2
07-08 01:00 AM	10002389	1622	-	1
07-07 01:00 AM	10002389	1621	-	1
07-06 01:00 AM	10002389	1620	-	1
07-05 01:00 AM	10002389	1619	-	2
07-04 01:00 AM	10002389	1617	-	2
07-03 01:00 AM	10002389	1615	-	1
07-02 01:00 AM	10002389	1614	-	1
07-01 01:00 AM	10002389	1613	-	2
06-30 01:00 AM	10002389	1611	-	2
06-29 01:00 AM	10002389	1609	-	1
06-28 01:00 AM	10002389	1608	-	2
06-27 01:00 AM	10002389	1606	-	1
06-26 01:00 AM	10002389	1605	-	4
06-25 01:00 AM	10002389	1601	-	1
06-24 01:00 AM	10002389	1600	-	1
06-23 01:00 AM	10002389	1599	-	1
06-22 01:00 AM	10002389	1598	-	1
06-21 01:00 AM	10002389	1597	-	2
06-20 01:00 AM	10002389	1595	-	1

Processing time: 1 seconds

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 MOSAIC 1.0.38.8



TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Road, Discovery Bay, CA 94503-9376
 Telephone: (925) 634-1131 Fax: (925) 513-2705

CLAIM FORM

Claim # 100831

The following claim is submitted to the Town of Discovery Bay CSD pursuant to Section 910 et seq. of the California Government Code.

1. The name, mailing address and phone number of claimant is as follows:

Name: David & Jan McWilliams
 Mailing address: Discovery Bay, CA 94505
 Phone number: _____

2. The name, mailing address and phone number of person to receive notices concerning this claim is as follows:

Name: Same as above
 Mailing address: _____
 Phone number: _____

3. Provide the date, time and location of the occurrence or event giving rise to the claim asserted. 7/23/10, 8/14/10, 8/19/10, 8/27/10
Discovery Bay, CA 94505

4. Provide a description of the circumstances of the occurrence or event giving rise to the claim asserted. Brown, unsanitary water - See attached page for additional comments.

5. Provide a description of loss, injury, damage, indebtedness or obligation incurred to the extent known at this time. Account # 1-011-620-026-2.01
Bill for service 7/1/10 - 7/31/10 = \$45.77
Bill for service 8/1/10 - 8/31/10 - have not received yet.

8/27/2010

Town of Discovery Bay
1800 Willow Lake Rd
Discovery Bay, CA 94505

Re: Claim attached

To Whom It May Concern:

This letter is being attached to the claim form to summarize the problems we have been experiencing. On July 23, 2010 at approximately 8:00p.m., I filled my bath tub to give my 5 year old daughter a bath and the water was dark brown. I called the emergency after hour number and spoke with Virgil. He told me that he had no idea what the problem was and had not heard of any other complaints and suggested that I run both my front and back hose for 45 minutes into the street to clean out the water line. I did what he suggested and the water was then clear, when I refilled the bath tub. The morning of August 14, 2010 we then had the same problem, we were leaving to go out of town for my daughter's birthday and I did not have time to call the company or deal with the problem. We waited until we arrived at our destination to take our showers. Again, the morning of August 19, 2010 we experienced the same problem. I called the Town of Discovery Bay, explaining the issue and was told my name and number would be forwarded to the water company and they would call me to resolve the issue. I never heard from them. On the morning of August 27, 2010 we again had the same problem. I called the Town of Discovery Bay, was told my contact information would be given to the water company, and once again I never heard from them.

Neither The Town of Discovery Bay or the water company has not done one thing at this point to resolve this issue, or even bother to respond to my phone calls. In the meantime, we are expected to live with brown, unsanitary, unhealthy water and let the water run for 45 minutes to clear out the water lines at our expense. This is totally unacceptable. We will not be paying the attached water bill for \$45.77 for service dates 7/1/2010 - 7/31/2010, nor will we pay for the bill for service date 8/1/2010 - 8/31/2010 (which we have not received yet) or any subsequent bills, until this issue has been resolved. We will also be contacting the Discovery Bay Press, explaining the problems we have encountered, and request that they make the residents of Discovery Bay fully aware of the disgusting, unsanitary water we are being forced to endure and the unprofessional customer service support of the company who is now responsible for maintaining the town's water service.

We look forward to a quick response and resolution to this unnecessary situation.

Sincerely,

David & Jan McWilliams

Completed claim forms must be mailed or delivered to the Town of Discovery Bay CSD at 1800 Willow Lake Road, Discovery Bay, CA 94505.

Claims will be deemed filed on the date of actual receipt by the Secretary at the Secretary of the Board of Directors of the Town of Discovery Bay CSD's Office, or, if mailed, as of the date of deposit in the mail.

TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Rd
Discovery Bay, CA 94505

Phone: 925-634-1131
Fax: 925-513-2705
email: acctfodb@sbcglobal.net



STATEMENT

Office Hours: 9:00 AM to 5:00 PM Weekdays

CUSTOMER ADDRESS:

McWilliams Jan
1789 Wilde Dr
Discovery Bay CA 94505

SERVICE ADDRESS		
PREVIOUS BAL.	DUE DATE:	TOTAL AMOUNT DUE
47.32	08/27/10	-93.09

45.77

Service from	Service to	Account Number		Service Address	
07/01/10	07/31/10				
METER READINGS				DESCRIPTION	AMOUNT
Previous	Current	Read Date	Total Consumption	Water	45.77
1611	1668	07/31/10	57		
Payments Received: Date Received: Adjustments this period:				CURRENT CHARGES 45.77	

MESSAGE:

Welcome to The Town of Discovery Bay CSD's
NEW Water & Wastewater Billing System.

Effective July 1, 2010 the rate for water will be \$0.803 per CCF (748 gallons)
Effective July 1, 2010 the rate for sewer will be \$532.86 for the year.
(Sewer charges will be on your property taxes, not on this billing.)

Thank You for Conserving Our Precious Water Resources!

If Previous Balance Already Paid - Thank You and
Please Pay Current Charges

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

TOWN OF DISCOVERY BAY CSD
1800 Willow Lake Rd * Discovery Bay, CA 94505

1-011-620-026-2.01
McWilliams Jan
Discovery Bay CA 94505

ACCOUNT #	
DUE DATE	08/27/10
TOTAL AMOUNT DUE	-93.09 45.77

SERVICE ADDRESS:

AMOUNT ENCLOSED: \$ _____

Received 9/20/10

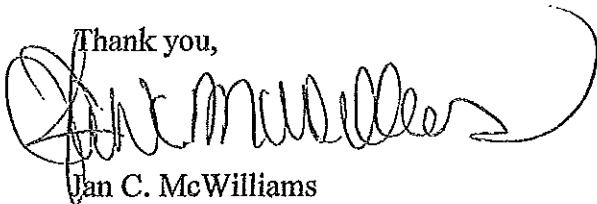
9/16/2010

Town of Discovery Bay
1800 Willow Lake Rd
Discovery Bay, CA 94505

To Whom It May Concern:

I am attaching this amendment to my original claim which was previously filed on 8/27/10. At the time, I included my water bill for the month of 8/1/10 – 8/31/10, but I did not have the actual bill yet so I did not know the exact dollar amount. I just received this bill in the mail today and have updated and initialed the previous claim form for the correct amount which is \$96.36 for the months of July and August. If you have any questions please feel free to contact me.

Thank you,

A handwritten signature in black ink, appearing to read "Jan C. McWilliams", with a large, sweeping flourish at the end.

Jan C. McWilliams

8/27/2010

Town of Discovery Bay
1800 Willow Lake Rd
Discovery Bay, CA 94505

Re: Claim attached

To Whom It May Concern:

This letter is being attached to the claim form to summarize the problems we have been experiencing. On July 23, 2010 at approximately 8:00p.m., I filled my bath tub to give my 5 year old daughter a bath and the water was dark brown. I called the emergency after hour number and spoke with Virgil. He told me that he had no idea what the problem was and had not heard of any other complaints and suggested that I run both my front and back hose for 45 minutes into the street to clean out the water line. I did what he suggested and the water was then clear, when I refilled the bath tub. The morning of August 14, 2010 we then had the same problem, we were leaving to go out of town for my daughter's birthday and I did not have time to call the company or deal with the problem. We waited until we arrived at our destination to take our showers. Again, the morning of August 19, 2010 we experienced the same problem. I called the Town of Discovery Bay, explaining the issue and was told my name and number would be forwarded to the water company and they would call me to resolve the issue. I never heard from them. On the morning of August 27, 2010 we again had the same problem. I called the Town of Discovery Bay, was told my contact information would be given to the water company, and once again I never heard from them.

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We look forward to a quick response and resolution to this unnecessary situation.

Sincerely,

David & Jan McWilliams

received
9/16/10
\$50.59
total claim
\$96.36
JW



TOWN OF DISCOVERY BAY CSD

1800 Willow Lako Road, Discovery Bay, CA 94505-9376
Telephone: (925) 634-1131 Fax: (925) 513-2705

CLAIM FORM

Claim # 100831 - Amended

The following claim is submitted to the Town of Discovery Bay CSD pursuant to Section 910 et seq. of the California Government Code.

1. The name, mailing address and phone number of claimant is as follows:

Name: David & Jan McWilliams
Mailing address: Discovery Bay, CA 94505
Phone number: _____

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Name: Same as above
Mailing address: _____
Phone number: _____

3. Provide the date, time and location of the occurrence or event giving rise to the claim asserted.

7/23/10, 8/14/10, 8/19/10, 8/27/10
Discovery Bay, CA 94505

4. Provide a description of the circumstances of the occurrence or event giving rise to the claim asserted.

Brown, unsanitary water - See attached page for additional comments.

5. Provide a description of loss, injury, damage, indebtedness or obligation incurred to the extent known at this time.

Account # 1-011-120-026-2.01
Bill for service 7/1/10 - 7/31/10 - \$45.77
Bill for service 8/1/10 - 8/31/10 - have not received yet.
received 9/16/10 - \$50.59

total claim amount \$96.36

TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Rd
Discovery Bay, CA 94505

Phone: 925-634-1131
Fax: 925-513-2705
email: acctodb@sbcglobal.net



STATEMENT

Office Hours: 9:00 AM to 6:00 PM Weekdays

CUSTOMER ADDRESS:

McWilliams Jan
Discovery Bay CA 94505

SERVICE ADDRESS		
PREVIOUS BAL.	DUE DATE:	TOTAL AMOUNT DUE
93.09	09/27/10	96.36

Service from	Service to	Account Number		Service Address	
08/01/10	08/31/10				
METER READINGS				DESCRIPTION	AMOUNT
Previous	Current	Read Date	Total Consumption	Water	50.59
1668	1731	08/31/10	63		
Payments Received: 47.32CR Date Received: 08/02/10 Adjustments this period:				CURRENT CHARGES	
				50.59	

MESSAGE:

Welcome to The Town of Discovery Bay CSD's
NEW Water & Wastewater Billing System.

Effective July 1, 2010 the rate for water will be \$0.803 per CCF (748 gallons)
Effective July 1, 2010 the rate for sewer will be \$532.50 for the year.
(Sewer charges will be on your property taxes, not on this billing.)

Thank You for Conserving Our Precious Water Resources!

If Previous Balance Already Paid - Thank You and
Please Pay Current Charges

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

TOWN OF DISCOVERY BAY CSD
1800 Willow Lake Rd * Discovery Bay, CA 94505

ACCOUNT #	
DUE DATE	09/27/10
TOTAL AMOUNT DUE	96.36

McWilliams Jan
Discovery Bay CA 94505

SERVICE ADDRESS:

AMOUNT ENCLOSED: \$ _____



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Sherry Carli, Accounts Assistant
Submitted By: Rick Howard, General Manager *RH*

Agenda Title

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 \$328,710.70

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

Town of Discovery Bay CSD Operating and Capital Budgets

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

Discovery Bay Lighting & Landscape District #8 Operating and Capital Budgets

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

Discovery Bay Lighting & Landscape District #9 Operating Budget & Capital Budgets

AGENDA ITEM: D-4

Request for authorization to pay invoices
 For the Meeting on October 6, 2010
 Town of Discovery Bay CSD
 For Fiscal Year's 7/10 - 6/11

Acct Code			
1	7002	Express Employment Inv# 98851925-2, dtd 9/15/10	Payroll for Temp Services w/e 9/12/10 \$729.30
2	7002	Express Employment Inv# 98836106-9, dtd 9/08/10	Payroll for Temp Services w/e 9/05/10 \$953.25
3	7002	Express Employment Inv# 98875729-0, dtd 9/22/10	Payroll for Temp Services w/e 9/19/10 \$890.09
		Sub-Total	\$2,572.64
4	7005	Nuemiller & Beardslee Inv# 234822, dtd 9/14/10	General services performed through 8/31/10 \$4,523.75
5	7010	Big Dog Computer Inv# 20090930-10, dtd 9/25/10	Remote assistance web subscription fee Sept \$85.00
6	7010	Incrementum Inv# 281, dtd 9/10/10	Laserfiche Software Assurance Plan \$819.38
7	7010	Luhdorff & Scalmanini Inv# 26105, dtd 8/29/10	Wells 1B, 2, 4A, 5A, 2009 Testing/Pumps & Well 1B \$580.00
8	7010	Luhdorff & Scalmanini Inv# 26114, dtd 8/29/10	DB CSD Water Master Plan Prof Serv thru Aug 29,2010 \$1,925.00
9	0809-002	Luhdorff & Scalmanini Inv# 26100, dtd 8/29/10	Well & Pump Station 6 Design & Const. \$5,611.98
		Sub-Total	\$8,116.98
10	7135	EnerPower Inv# 55846, dtd 9/9/10	Electric Energy Charges Well 2 for 7/13/10 - 8/10/10 \$89.00
11	7137	EnerPower Inv# 55844, dtd 9/9/10	Electric Energy Charges Newport L.S. for 7/14/10 - 8/12/10 \$198.00
12	7137	EnerPower Inv# 55845, dtd 9/9/10	Electric Energy Charges Lakeshore L.S. for 7/12/10 - 8/10/10 \$92.00
		Sub-Total	\$379.00
		WATER	
13	7135	PG&E / Acct# 2943721807-5	Newport WTP 08/13-09/13/10 \$15,801.96
14	7135	PG&E / Acct# 2990602600-9	Willow Lake WWTP 07/13-09/10/10 \$16,642.11
15	7135	PG&E / Acct# 3349549227-5	Well #3 DB Blvd & Edgeview 08/12-9/10/10 \$64.41
16	7135	PG&E / Acct# 6760524303-8	Irr. Controller (Newport @ Well 4A) 08/13-09/13/10 \$17.44
17	7135	PG&E / Acct# 7068319849-6	Well #5 08/11-09/09/10 \$8,734.71
18	7135	PG&E / Acct# 8351173112-3	Well #2 08/12-09/10/10 \$4,296.74
19	7135	PG&E / Acct# 8609981202-5	Well #1 (Gas) 08/12-09/10/10 \$16.93
20	7135	PG&E / Acct# 8651647866-5	Well #1 08/12-09/11/10 \$7,701.61
		Sub-Total	\$63,275.91
		SEWER	
21	7137	PG&E / Acct# 0631986334-3	Newport Lift Station 08/13-09/13/10 \$3,122.57
22	7137	PG&E / Acct# 1182741894-5	Pump Station D 08/12-09/11/10 \$125.33
23	7137	PG&E / Acct# 1318320217-8	Pump Station A 08/12-09/11/10 \$69.85
24	7137	PG&E / Acct# 2068717691-5	Pump Station G 08/13-09/13/10 \$42.00
25	7137	PG&E / Acct# 2172798825-1	Pump Station R 08/13-09/13/10 \$49.17
26	7137	PG&E / Acct# 2527623613-8	Pump Station S 08/14-09/14/10 \$582.83
27	7137	PG&E / Acct# 3016215915-3	Pump Station F 08/11-09/09/10 \$578.06
28	7137	PG&E / Acct# 3101013157-6	Lakes 4 Lift Station 08/12-09/10/10 \$160.61
29	7137	PG&E / Acct# 3497478293-9	Lakeshore Lift Station 08/11-09/09/10 \$690.37
30	7137	PG&E / Acct# 3881134135-3	WWTP #1 08/13-09/13/10 \$10,846.01
31	7137	PG&E / Acct# 4193709211-6	Pump Station C 08/13-09/13/10 \$69.14
32	7137	PG&E / Acct# 4201000159-4	Golf Course Valve Station 08/14-09/14/10 \$51.98
33	7137	PG&E / Acct# 4225081240-3	Disc WWTP & Pump Station W 08/13-09/13/10 \$30.96
34	7137	PG&E / Acct# 4516230421-1	Pump Station H 08/12-09/10/10 \$17.45
35	7137	PG&E / Acct# 7234986505-4	Pump Station J 08/12-09/10/10 \$261.75
36	7137	PG&E / Acct# 7312115758-7	WWTP #2 08/13-09/14/10 \$20,707.58
37	7137	PG&E / Acct# 7630923070-4	Pump Station E 08/11-09/09/10 \$503.85
38	7137	PG&E / Acct# 8343916134-6	Fern Ridge Circle/Hofmann 08/10-09/08/10 \$715.86
39	7137	PG&E / Acct# 8440119997-5	Knightsen School Pump Station 08/12-09/10/10 \$21.64
		Sub-Total	\$38,647.01
40	7952	PG&E / Acct# 0414062075-0, dtd 07/14/10	3502 Yacht Drive Irrigation Contrl \$1.14
41	7250	American Water Works Assoc Inv# 7000259958, dtd 9/2/10	Membership dues for 12/01/10-11/30/11 \$198.00
42	7250	CCSDA Dtd 9/17/10	Discovery Bay CSD dues for 2010-2011 fiscal year \$50.00
43	7290	CCSDA Meeting dtd 10/18/10	GM attending - meal cost \$24.00
	7730	CCSDA Meeting dtd 10/18/10	1 Director attending - meal cost \$24.00
		Sub-Total	\$48.00
44		<u>Capital One Visa - Statement for Aug 15 - Sept 14, 2010</u>	
	7290	Staff Training	\$256.62
	7300	General Repairs Water / Sewer	\$848.86
	7510	Web Site / Internet	\$159.94
	7520	Wireless	\$136.85
	7550	Telephone	\$370.94
	7670	Office Equipment / Software	\$470.56
	7690	Maint / Fuel	\$468.04
	7952	Miscellaneous	\$520.62
	7950	Miscellaneous - Reimbursable	\$58.08
		Sub-Total	\$3,290.51

AGENDA ITEM – D-4

45	7300	American Retrofit Systems	Inv# 4432, dtd 9/08/10	P2 amp unit ok replace run light	\$150.00
46	7300	American Retrofit Systems	Inv# 4433, dtd 9/10/10	Remove & Re-Install VFD for fan 11-12 Bio chamber B	\$200.00
47	7300	American Retrofit Systems	Inv# 4437, dtd 9/14/10	power failure at Newport WP & elec room at WL WP	\$150.00
48	7300	American Retrofit Systems	Inv# 4438, dtd 9/15/10	check influent pump work pump vac wet well	\$300.00
49	7300	American Retrofit Systems	Inv# 4442, dtd 8/10/10	WWTP2 replacemnt of lighting conduit in shop stock P2	\$875.00
50	7300	American Retrofit Systems	Inv# 4444, dtd 9/24/10	dryer auger motor overload reset	\$150.00
51	7300	American Retrofit Systems	Inv# 4446, dtd 9/21/10	Elec out on P2VFD unit	\$100.00
52	7300	American Retrofit Systems	Inv# 4448, dtd 9/27/10	Labor to ck VFD for RAS 1-2-3 WWTP1	\$100.00
53	7300	American Retrofit Systems	Inv# 4449, dtd 9/30/10	L&M work on Condenser WWTP2	\$220.00
54	7300	American Retrofit Systems	Inv# 4450, dtd 9/30/10	L&M to replace DC power Influent 3-4-5 WWTP2	\$600.00
55	7300	American Retrofit Systems	Inv# 4451, dtd 9/29/10	Labor to check Influent motor & VFD WWTP2	\$600.00
56	7300	American Retrofit Systems	Inv# 4452, dtd 9/28/10	Labor to install new Teco VFD WWTP2	\$600.00
				Sub-Total	\$4,045.00
57	7300	J.W. Backhoe & Constr.	Inv# 1401, dtd 9/14/10	1611 Duna Point Ct.	\$2,721.75
58	7300	J.W. Backhoe & Constr.	Inv# 1402, dtd 9/14/10	Sewage pump inside wet well in Plant #2	\$784.25
59	7300	J.W. Backhoe & Constr.	Inv# 1407, dtd 9/27/10	Leak repair North side of Club house & South side	\$6,263.70
60	7300	J.W. Backhoe & Constr.	Inv# 1410, dtd 9/28/10	Leak repair 5433 Drake Court	\$2,407.12
				Sub-Total	\$12,176.82
61	7300	R & B Company	Inv# S1224241.001, dtd 9/7/10	Repair of Fire Hydrants valve w/sleeve	\$633.90
62	7300	R & B Company	Inv# S1225369.001, dtd 7/31/10	Brass hex bushing low head 2 x 1	\$164.99
63	7300	R & B Company	Inv# S1226810.001, dtd 9/7/10	Brass hex bushing low lead 2x1 returned units	-\$164.99
64	7300	R & B Company	Inv# S1230070.001, dtd 9/7/10	Electric conduits at UV concrete vault	\$32.67
				Sub-Total	\$666.57
65	7300	Radiant Industrial Solutions	Inv# 23145, dtd 9/9/10	Quartz, Domed, Norm. 63" Trojan 3000	\$1,125.41
66	7300	Siemens	Inv# 5564504343, dtd 9/15/10	Flow Meter for Willow Lake water meter plant	\$1,300.17
67	7300	Trench Plate Rental	Inv# 15-07384-10, dtd 9/14/10	Inflation Hose and Blocking/Multi-Plug	\$201.60
68	7300	UPS	Inv# 000012X417380, dtd 9/18/10	Repair Return	\$11.71
69	7300	USABlueBook	Inv# 230512, dtd 9/08/10	Poly tubing black 7' hvy-duty service/valve box cleaner	\$322.89
70	7320	R & M Signs	Dtd 9/10/10	2 sets of Auto Door Signs	\$70.00
71	7330	BCS	Inv# S15780283, dtd 9/07/10	Chemicals for 1800 Newport Drive	\$1,582.92
72	7330	BCS	Inv# S15780284, dtd 9/07/10	Chemicals for 1800 Willow Lake Drive	\$1,019.32
73	7330	BCS	Inv# S15782981, dtd 9/13/10	Chemicals for 1800 Newport Drive	\$1,165.44
74	7330	BCS	Inv# S15782982, dtd 9/13/10	Chemicals for 1800 Willow Lake Drive	\$998.45
75	7330	BCS	Inv# S15786735, dtd 9/22/10	Chemicals for 1800 Newport Drive	\$1,134.12
76	7330	BCS	Inv# S15786734, dtd 9/22/10	Chemicals for 1800 Willow Lake Drive	\$779.27
				Sub-Total	\$6,679.52
77	7330	Nalco	Inv# 95418070, dtd 08/08/10	Chemicals	\$4,483.73
78	7410	Ricoh	Inv# 409976661, dtd 09/01/10	Copier Maint	\$226.40
79	7420	MailFinance	Inv# N1928513, dtd 9/21/10	Postage machine	\$69.56
80	7420	Neopost	Inv# xxxx-xxxx-xxxx-4658, dtd 9/06/10	Postage	\$1,650.70
81	7320	Office Depot	Inv# 532324906001, dtd 09/07/10	Office Supplies	\$22.13
82	7430	Office Depot	Inv# 532023619001, dtd 08/31/10	Office Supplies	\$24.41
83	7430	Office Depot	Inv# 532324959001, dtd 09/02/10	Office Supplies	\$4.60
84	7430	Office Depot	Inv# 532023594001, dtd 08/31/10	Office Supplies	\$51.21
85	7430	Office Depot	Inv# 532532558001, dtd 09/03/10	Office Supplies	\$1.79
86	7430	Office Depot	Inv# 532534616001, dtd 09/03/10	Office Supplies	\$10.13
87	7430	Office Depot	Inv# 533170842001, dtd 09/09/10	Office Supplies	\$36.76
88	7680	Office Depot	Inv# 533171267001, dtd 09/09/10	Office Supplies	\$166.53
89	7430	Office Depot	Inv# 534250451001, dtd 09/17/10	Office Supplies	\$52.57
90	7680	Office Depot	Inv# 534250451001, dtd 09/17/10	Office Supplies	\$55.50
91	7430	Office Depot	Inv# 534251229001, dtd 09/17/10	Office Supplies	\$23.15
				Sub-Total	\$448.78
92	7630	Watersavers Irrigation Inc.	Inv# I992780, dtd 8/26/10	For spray work @ plant #2	\$26.22
93	7952	Watersavers Irrigation Inc.	Inv# I985311, dtd 8/05/10	36" Rubber tire z-strap tie Slifer Park***	\$67.74
94	7952	Watersavers Irrigation Inc.	Inv# I998904, dtd 9/16/10	Wmatic 24V solenoid for valves ***	\$60.50
				Sub-Total	\$154.46
95	7665	Ag-Con Construction, Inc.	Inv# 6630, dtd 9/15/10	Door Renovation repair for Solar Drying bldgs	\$1,965.33
96	7680	Frank Cramer	dtd 9/13/10	Purchase of desk Well 1B office	\$30.00
97	7690	Holt of California	Inv# PS080080642, dtd 09/15/10	For forklift light bracket	\$21.04
98	7690	Brentwood Tire Co.	Inv #19719, dtd 09/03/10	Service on HHR	\$55.35

99	7690	Phil's Diesel Inc	Inv# 51824, dtd 09/22/10	Service for boom truck 2006	\$380.12
100	7720	Brian Dawson	Directors Expense Report for meetings in September 2010		\$400.00
101	7950	CCC Tax Collector	Bill # 10 002739 2, dtd 9/14/10	Well 1B Land Parcel # 004-075-007-7 00	\$14.64
102	7950	CCC Tax Collector	Bill # 10 007344 2, dtd 9/14/10	WWTP #1 Parcel # 008-330-017-8 00	\$480.86
103	7950	CCC Tax Collector	Bill # 10 007356 2, dtd 9/14/10	Golf Valve Station P# 008-330-066-5 00	\$100.64
104	7950	CCC Tax Collector	Bill # 10 007360 2, dtd 9/14/10	WWTP #2 oper bldgs P# 008-340-033-3 00	\$70.70
105	7950	CCC Tax Collector	Bill # 10 007363 2, dtd 9/14/10	WWTP #2 Land 50 acres P# 008-340-040-8 0	\$3,187.04
106	7950	CCC Tax Collector	Bill # 10 007364 2, dtd 9/14/10	WWTP #2 18 acres P# 008-340-041-6 00	\$1,187.82
107	7950	CCC Tax Collector	Bill # 10 012180 2, dtd 9/14/10	Newport water treatment plant P# 011-220-036-5 00	<u>\$50.66</u>
				Sub-Total	\$5,092.36
108	7952	Brentwood Reprographics	Inv# 2010-2725, dtd 9/16/10	Landscape Plans	\$23.10
109	7952	CCC Clerk	dtd 9/17/10	DB Blvd. / Sandpoint Road Landscape Plantings	\$50.00
110	7952	CCC Clerk	dtd 9/17/10	Ravenswood Park - Splash Pad	<u>\$100.00</u>
				Sub-Total	\$150.00
111	7952	Gates & Associates	Inv# 31265, dtd 9/8/10	Professional services for period ended 9/5/10 *** ***To be reimbursed by Zone 57	\$3,785.96
112	7952	Valley Crest	Inv# 3611589, dtd 9/10/10	Landscape Maint for September *** ***To be reimbursed by Zone 35, 57, 61	\$5,460.00
113	0910-007	TrojanUV	Inv# SLS/10187943A, dtd 09/15/10	UV3000 Disinfection System (Retainage)	\$43,636.64
114	0910-014	Golden State Flow Measurement	Inv# I-029986, dtd 9/16/10	Registers	\$16,002.94
115	0910-014	Golden State Flow Measurement	Inv# I-029987, dtd 9/16/10	Registers	<u>\$4,777.99</u>
				Sub-Total	\$20,780.93
116	0910-019	Parkson Corporation	Inv# AR1/9100260, dtd 9/28/10	One mole for Bio Solids	\$42,607.50
117	1011-001	Rain for Rent	Inv# 045026763, dtd 09/08/10	UV Bypass pipeline project	\$5,589.50
				TODB TOTAL...	\$275,618.47
Community Center Fund					
1		Brentwood Embroidery & Sewing	Inv# 4776, dtd 9/21/10	Embroidered shirts	\$335.90
				Caselle Utility Account Total...	\$335.90

Acct. #	TOWN OF DISCOVERY BAY CSD OPERATING BUDGET 2010/2011 Approved at 06/16/10 Meeting	2009/2010 Budget	2009/2010 YTD ACTUALS	2009/2010 % of Budget YTD	2010/2011 Budget	2010/2011 YTD Expenses	16.67%	Aug 10 Month to Date Expenses	25.00%	Sep 10 Month to Date Expenses	33.33%	Oct 10 Month to Date Expenses	41.67%	Nov 10 Month to Date Expenses	50.00%	Dec 10 Month to Date Expenses	Pending Approval 10/06/10	2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD	
																					8.33%
7000	Contract Services																				
7001	General Manager	\$102,000	\$103,719	102%	\$130,000	\$10,735		\$10,735											\$10,735	8%	
7002	District Staff	\$221,000	\$388,678	176%	\$270,000	\$46,835		\$46,835											\$48,496	18%	
7003	Staff Water Related																				
7004	Landscape Related (Reimb)																				
7005	District Benefits	\$50,000	\$0	0%	\$2,500														\$0	0%	
7006	Legal	\$60,000	\$67,417	112%	\$80,000	\$7,366		\$7,366											\$0	0%	
7007	Consulting Services	\$130,000	\$104,787	81%	\$210,000	\$21,427		\$21,427											\$15,275	7%	
7008	Veolia Operations	\$1,020,000	\$1,079,476	106%	\$1,173,000	\$83,362		\$83,362											\$42,773	4%	
7009	Veolia Prov & Corrective Fund	\$48,000	\$101,819	212%	\$80,000	\$3,560		\$3,560											\$250,066	21%	
7010	NPDES Permit		\$0	0%	\$24,000														\$15,842	20%	
7011	Staff Water Related																		\$0	0%	
7012	Outsource of Water Billing																		\$0	0%	
7013	Audit	\$19,000	\$21,025	111%	\$35,000														\$0	0%	
7014	Electrical Cost (water)	\$300,000	\$328,208	109%	\$300,000	\$8,892		\$8,892											\$91,000	30%	
7015	Electrical Cost (sewer)	\$300,000	\$371,784	124%	\$325,000	\$6,510		\$6,510											\$70,404	22%	
7016	Public Comm & Noticing	\$10,000	\$13,367	134%	\$5,000	\$228		\$228											\$388	8%	
7017	Election Expenses	\$500	\$0	0%	\$12,000														\$0	0%	
7018	Rent - Public Meetings	\$6,000	\$28,073	468%	\$16,000	\$120		\$120											\$0	0%	
7019	Permits	\$50,000	\$29,283	59%	\$50,000	\$6,821		\$6,821											\$120	1%	
7020	NPDES NOV Fines (\$)	\$3,500	\$1,716	49%	\$2,500	\$1,551		\$1,551											\$7,396	15%	
7021	Staff Training	\$300,000	\$554,147	185%	\$350,000	\$95,401		\$95,401											\$1,531	5%	
7022	General Repairs Water / Sewer	\$15,000	\$0	0%	\$15,000														\$217,154	62%	
7023	NTR / SIP Testing	\$3,000	\$4,699	157%	\$3,000	\$1,78		\$1,78											\$283	9%	
7024	Special Equipment/Signage	\$40,000	\$27,757	69%	\$65,000	\$4,964		\$4,964											\$28,123	43%	
7025	Chemicals/Odor Materials	\$5,000	\$4,697	94%	\$2,500	\$251		\$251											\$408	9%	
7026	Copier Maint	\$7,000	\$17,497	250%	\$8,000	\$941		\$941											\$1,176	47%	
7027	Postage	\$3,000	\$29,109	970%	\$1,000	\$64		\$64											\$1,265	16%	
7028	Office Supplies	\$3,000	\$4,849	162%	\$4,500	\$731		\$731											\$224	22%	
7029	Web Site/Internet	\$2,500	\$6,371	255%	\$4,000	\$195		\$195											\$1,191	26%	
7030	Telephone	\$10,000	\$23,632	236%	\$15,000	\$373		\$373											\$575	14%	
7031	Site Maintenance /Landscape	\$5,000	\$21,877	438%	\$10,000	\$110		\$110											\$679	5%	
7032	Office Bldg / Improvements	\$5,000	\$30,035	601%	\$8,000	\$1,504		\$1,504											\$1,965	2%	
7033	Office Equipment / Software	\$1,000	\$1,456	146%	\$1,000	\$78		\$78											\$1,534	19%	
7034	Office Furnishings	\$3,000	\$6,183	206%	\$3,500	\$427		\$427											\$78	8%	
7035	Tools	\$18,000	\$25,323	141%	\$19,000	\$5,505		\$5,505											\$718	2%	
7036	Maint / Fuel	\$36,000	\$25,038	70%	\$36,000	\$1,200		\$1,200											\$5,898	3%	
7037	Compensation	\$1,000	\$3,312	331%	\$600	\$268		\$268											\$5,566	15%	
7038	Training	\$1,000	\$161,203	16120%	\$10,000	\$5,545		\$5,545											\$0	0%	
7039	Misc. - Reimbursable																		\$6,165	5%	
7040	Misc. - Zones Reimbursable																		\$77	1%	
7041	Reimbursement (Hoffmann)		\$0	0%	\$100,000	\$8,755		\$8,755											\$10,009	10%	
7042	Insurance	\$60,000	\$102,503	171%	\$6,000														\$0	0%	
7043	General Liability																		\$0	0%	
7044	Worker's Comp																		\$0	0%	
7045	County Services	\$3,000	\$5,163	172%	\$5,500														\$0	0%	
7046	Revenue Collection	\$600	\$0	0%	\$700														\$0	0%	
7047	Investment Fee		\$0	0%															\$0	0%	
7048	Data Processing		\$0	0%															\$0	0%	
7049	Accounting (AP, AR, GL)		\$0	0%															\$0	0%	
7050	Public Works - permits	\$5,000	\$21,130	424%	\$6,000	\$81,100		\$81,100											\$0	0%	
7051	Reimbursements to Town of DB																		\$0	0%	
7052	TOTAL	\$2,919,100	\$3,711,273	127%	\$3,697,800	\$132,301		\$479,351	\$223,695									\$0	\$895,347	25%	

Acct. # SEWER	TOWN OF DISCOVERY BAY CSD CAPITAL IMPROVEMENT PROGRAM 2010/2011 Approved at 6/16/10 Meeting	2009/2010 ACTUALS	2009/2010 % of Budget YTD	2010/2011 BUDGET	8.33%	Jul 10 M-T-D Exp.	16.67%	Aug 10 M-T-D Exp.	25.00%	Sep 10 M-T-D Exp.	33.33%	Oct 10 M-T-D Exp.	41.67%	Nov 10 M-T-D Exp.	50.00%	Dec 10 M-T-D Exp.	Plan to Approve 10/06/10	2010/2011 YTD REIMB.	2010/2011 ACTUALS	2010/2011 % of Budget YTD	
																					2010/2011 YTD REIMB.
0910-004	Rehab Manholes	\$0	0%	\$15,000					\$14,893										\$14,893		99%
0910-005	Landscape Plant #1	\$2,636	53%	\$5,000																	0%
0910-006	Replace Sewer Main	\$0	0%					\$151,290	\$7,450										\$158,740		#DIV/0!
0910-007	UV System	\$457,297	114%			\$4,489		\$28,439	\$49,796								\$43,637		\$82,124		#DIV/0!
0910-008	Salinity Project	\$0	0%	\$200,000																	0%
0910-009	Pumps / Motors Replacement	\$35,470	71%																		0%
0910-010	Wetlands	\$8,304	1%																		0%
1011-001	By-Pass Pipeline	\$0		\$85,000																	#DIV/0!
1011-002	Replace PLC's	\$0		\$20,000						\$5,590											0%
1011-003	Bio-Solids Pumps (2) Wet Well	\$0		\$22,000																	0%
1011-004	Rehab Lift Station W			\$60,000																	0%
1011-005	Bypass Valve Lift Station S			\$12,000																	0%
1011-006	Metal Cover for UV Area			\$125,000																	0%
1011-007	Clarifier Cleaning Devices			\$25,000																	0%
1011-008	Paving for Bio-Solids Area			\$15,000																	0%
1011-009	New Moles (2)			\$80,000																	0%
1011-010	Road Crossing Ramps			\$25,000																	0%
	Water Sub Total	\$581,375	36%	\$769,000		\$4,489	\$179,729	\$71,539	\$816									\$0	\$91,834	\$0	#DIV/0!
0809-002	Well #6 Design & Drill Test Hole	\$475,615	216%					\$38,782													0%
0910-011	Security Door Locks (12)	\$12,980	0%	\$6,000																	0%
0910-012	Ladder Vandal Guard	\$0	0%	\$2,000																	0%
0910-013	Pumps / Motors Replacement	\$2,972	20%																		0%
0910-014	Water Meter Program	\$63,079	13%	\$500,000		\$250													\$20,781	\$250	#DIV/0!
	Water Meter Program: Reimbursements			(\$500,000)																	0%
1011-011	Filter Media Replacement			\$40,000																	0%
1011-012	Stabilize Around Willow Lake																				0%
1011-013	Rehab Well(s)			\$30,000																	#DIV/0!
1011-014	Replace Water Mains			\$50,000																	0%
1011-015	Water Meter Trailer			\$20,000																	0%
	Water Sub Total	\$555,237	106%	\$148,000		\$250	\$38,782	\$816	\$816									\$0	\$26,393	\$0	#DIV/0!
1011-016	Pickup Truck (1)			\$20,000																	0%
1011-017	K-Rail for Bulk Material			\$15,000																	0%
1011-018	Portable Message Units			\$30,000																	0%
1011-019	GPS Tracking Device			\$12,000																	0%
1011-020	Replace Fence Near Marina			\$15,000																	0%
1011-021	New Chairs for Board Room			\$6,000																	0%
	Other Sub Total	\$7,251	19%	\$98,000		\$0	\$0	\$0	\$0									\$0	\$0	\$0	#DIV/0!
0102-00	Pipeline Replace Reserve	\$0																			0%
	Reimbursement to Town of DB	\$0																			0%
	Total CIP Budget	\$1,143,864	71%	\$1,015,000		\$4,739	\$218,512	\$72,354	\$72,354									\$0	\$118,227	\$0	#DIV/0!
																			\$295,605	\$0	#DIV/0!

Request for authorization to pay invoices
 For the Meeting on October 6, 2010
 Town of Discovery Bay, D.Bay L&L Park #8
 For Fiscal Year's 7/10 - 6/11

Acct Code						
1	2100	Office Depot	Inv# 533170879001, dtd 09/09/10	Office Supplies		\$47.26
2	2100	Office Depot	Inv# 534250451001, dtd 9/17/10	Office Supplies		\$32.05
					Sub-Total	\$79.31
3	2120	PG&E / Acct# 0869258994-1	(Sprink Contr) DB Blvd. & Willow Lake		08/12-09/10/10	\$16.85
4	2120	PG&E / Acct# 2068897992-9	DB Blvd across from 510		08/13-09/13/10	\$195.48
5	2120	PG&E / Acct# 2249446019-3	(Sprinkler) Disco Point, Tr #4077, Lot 71		08/12-09/10/10	\$17.65
6	2120	PG&E / Acct# 2800977208-9	(Irri Contr) 9295Beacon PI @ Str Lite		08/13-09/13/10	\$18.44
7	2120	PG&E / Acct# 3736907925-8	(Sprink Contr) E/S Edgview Dr N/O DB Blvd		08/12-09/10/10	\$16.85
8	2120	PG&E / Acct# 4111412785-9	(Sprink Contr) DB Blvd & Seal Way		08/12-09/10/10	\$16.85
9	2120	PG&E / Acct# 4455555569-5	(Sprinkler) Disco Point, Tr #3653, Lot 17		08/12-09/10/10	\$17.65
10	2120	PG&E / Acct# 5465914049-2	(Sprinkler) DB Blvd. & Spinnaker		08/12-09/10/10	\$16.85
11	2120	PG&E / Acct# 7135420365-6	(Sprinkler) Disco Point, Tr# 4077, Lot 65		08/12-09/10/10	\$17.65
12	2120	PG&E / Acct# 7452568975-3	(Sprink Contr) S/E cnr DB Blvd & Willow Lk		08/12-09/10/10	\$16.85
13	2120	PG&E / Acct# 7696548482-7	(Sprinkler) DB Blvd, Tr# 4178, Lot 5		08/12-09/10/10	\$17.65
14	2120	PG&E / Acct# 8009270258-0	@ Clipper Dr w/o Cove Ct 7723 Marina Dr		08/12-09/10/10	\$33.70
					Sub-Total	\$402.47
15	2130	Watersavers Irrigation	Inv# 1991341, dtd 8/23/10	Misc Irrigation repair parts		\$52.44
16	2282	Watersavers Irrigation	Inv# 1997669, dtd 9/13/10	Repairs for Islands on DB Blvd.		\$210.31
17	2282	Watersavers Irrigation	Inv# 1997094, dtd 9/13/10	Nstock valve coupling unit, starttr blend, o-ring		\$443.46
18	2282	Watersavers Irrigation	Inv# 1998156, dtd 9/14/10	Repairs for Cabrillo Point Edgeview		\$180.83
19	2282	Watersavers Irrigation	Inv# 1998716, dtd 9/15/10	Repairs for Cabrillo Point		\$48.55
20	2130	Watersavers Irrigation	Inv# 1999821, dtd 9/20/10	Repairs for Edgeview		\$21.44
21	2282	Watersavers Irrigation	Inv# 1999821, dtd 9/20/10	Repairs for Edgeview		\$376.82
22	2282	Watersavers Irrigation	Inv# 11000208, dtd 9/21/10	Repairs for Edgeview		\$198.46
23	2130	Watersavers Irrigation	Inv# 11000692, dtd 9/22/10	Weathermatic solenoid pipe cutter,planting mattock		\$29.60
24	2282	Watersavers Irrigation	Inv# 11000692, dtd 9/22/10	Weathermatic solenoid pipe cutter,planting mattock		\$58.01
25	2282	Watersavers Irrigation	Inv# 11001047, dtd 9/23/10	Irrigation parts for DB Blvd.		\$8.07
26	2282	Watersavers Irrigation	Inv# 11001460, dtd 9/24/10	Repairs Discovery Bay Island		\$271.36
					Sub-Total	\$1,899.35
27	2200	California Park & Rec Society	Inv# 120434, dtd 09/21/10	Renewel membership for safety course		\$120.00
28		Capital One - Visa Statement for Aug 15 - Sept 14, 2010				
	2270	Maintenance of Equipment				\$80.19
	2272	Fuel for Equipment				\$106.43
	4953	Vehicle				\$463.50
					Sub-Total	\$650.12
29	2271	Brentwood Tire Company	Inv# 19815, dtd 9/15/10	Service on Steve's Landscape Truck		\$533.74
30	2271	Brentwood Tire Company	Inv# 19875, dtd 9/21/10	Service on 1999 Chevy for brakes		\$352.14
					Sub-Total	\$885.88
31	2282	American Retrofit System	Inv# 4445, dtd 09/23/10	Replace broken photo cell		\$125.00
32	2282	Trugreen	Inv# 780869, dtd 07/23/10	Lawn Service		\$625.00
33	2282	Valley Crest	Inv# 3610665, dtd 9/10/10	Landscape Maint for September		\$8,457.00
34	2282	Village Nurseries	Inv# 11037239, dtd 9/28/10	Misc Plants for Cornell Park		\$275.12
35	2310	Big Dog Computer	Inv# 20090930-10, dtd 9/25/10	IT work for Landscape Computers		\$170.00
36	2360	SDRMA	Inv# 34401, dtd 9/14/10	Property and Liability for Ford F150 year 2010-2011		\$527.74
37	2479	CCC Tax Collector	Bill# 10 003233 2, dtd 9/14/10	Cornell Park Parcel # 004-200-013-3 00		\$633.08
38	2479	CCC Tax Collector	Bill# 10 006959 2, dtd 9/14/10	Corner of area @ WL & DB Blvd 008-210-024-9.00		\$13.18
39	2479	CCC Tax Collector	Bill# 10 007355 2, dtd 9/14/10	Front entrance DB Blvd 008-330-065-7 00		\$10.18

40	2479	CCC Tax Collector	Bill# 10 007680 2, dtd 9/14/10	Landscape Comm area Newport Dr 008-460-21-2 00	\$91.70
41	2479	CCC Tax Collector	Bill# 10 007912 2, dtd 9/14/10	Strip of land Common area on Hwy 4 008-510-033-7 00	\$19.78
42	2479	CCC Tax Collector	Bill# 10 008079 2, dtd 9/14/10	Landscp common area Clipper & Baiboa 008-550-047-8 00	<u>\$10.24</u>
				Sub-Total	\$778.16
43	4829	Brentwood Reprographics	Inv# 2010-2725, dtd 9/16/10	Landscape Plans	\$23.10
44	4829	Bruce Jett Assoc	Inv# 15654, dtd 8/31/10	Design for Discovery Bay Blvd.	\$1,380.10
45	4829	Green Valley Landscape	Inv# 755, dtd 9/2/10	Willow Lake Landscaping Improvements Phs 1	\$32,394.37
				TOTAL	\$48,792.72

County Acct#	Town of Discovery Bay/D.Bay L&L Park #8 Operating Expense Budget 10/11 Approved at 6/16/10 Meeting	2009/2010 Budget	2009/2010 Actuals	2009/2010 % of Budget YTD	2010/2011 Budget	8.33% Jul 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	25.00% Sep 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses	50.00% Dec 10 Month to Date Expenses	Plan to Approve 10/6/2010	2010/2011 Actuals	2010/2011 % of Budget YTD
2100	Office Expenses	\$500	\$1,076	215%	\$850	\$105	\$105	\$51				\$79	\$156	18%
2102	Books, Periodicals & Subscriptions	\$50	\$25	49%	\$150								\$0	0%
2103	Postage	\$50	\$0	0%	\$50								\$0	0%
2120	Communications (Messenger, Radio, etc.)	\$1,500	\$1,140	76%	\$1,785			\$60					\$60	3%
2130	Utilities (Street Lights, Water, & Garbage)	\$105,000	\$89,858	86%	\$117,000	\$239	\$7,702	\$12,060				\$402	\$20,001	17%
2130	Small Tools & Instruments	\$1,000	\$875	87%	\$750	\$100	\$736	\$107				\$103	\$943	126%
2131	Minor Equipment, Furniture Less than \$1000.	\$500	\$1,208	242%	\$75								\$0	0%
2170	Household Items	\$800	\$1,209	151%	\$900			\$879					\$879	98%
2190	Public Notices	\$100	\$633	633%	\$150								\$0	0%
2200	Memberships	\$200	\$0	0%	\$450							\$120	\$0	0%
2250	Rent & Lease of Equipment	\$100	\$95	95%	\$500			\$220					\$220	44%
2251	Computer Software	\$500	\$0	0%									\$0	#DIV/0!
2270	Maintenance of Equipment	\$700	\$1,858	265%	\$950							\$80	\$0	0%
2271	Automotive Supplies & Repairs	\$1,300	\$9	1%	\$2,000		\$159					\$886	\$159	8%
2272	Gasoline/Fuel for Equipment	\$4,100	\$2,246	55%	\$4,000		\$244	\$368				\$106	\$612	15%
2281	Maintenance of Buildings	\$5,000	\$5,402	109%	\$5,300		\$350	\$350					\$700	13%
2282	Grounds Maintenance	\$250,000	\$189,315	76%	\$166,484	\$9,915	\$30,450	\$1,854				\$11,278	\$42,220	25%
2284	Requested Maintenance from County (3620)	\$500	\$0	0%									\$0	#DIV/0!
2301	Auto Mileage/Employee Reimbursement	\$300	\$790	263%	\$100								\$0	0%
2303	Other Travel Employee Expenses	\$200	\$102	51%	\$1,500								\$0	0%
2310	Professional Services	\$10,000	\$11,116	111%	\$8,100	\$366		\$400				\$170	\$766	9%
2310	Staff Payroll	\$63,000	\$39,064	62%	\$72,000		\$11,671	\$726					\$12,397	17%
2360	Insurance	\$8,000	\$10,389	130%	\$5,200							\$528	\$0	0%
2470	Road/Construction Materials (Street Signs)	\$1,000	\$0	0%	\$500								\$0	0%
2479	Other Special Expenses	\$5,000	\$5,610	116%	\$3,500		\$647	\$69					\$708	20%
2490	Miscellaneous Services & Supplies	\$200	\$21	10%	\$300								\$0	0%
3590	Taxes & Assessments	\$4,500	\$0	0%									\$0	#DIV/0!
3611	Infund Exp - Gov/Gov (Investment Svcs&Property Tax Adm. Costs)	\$500	\$0	0%	\$500								\$0	0%
5011	Reimbursement-Gov/Gov County Administration Chrgs	\$500	\$0	0%	\$500								\$0	0%
Misc.	Reserves		\$0										\$0	0%
	Total Expenses	\$465,100	\$362,238	78%	\$394,494	\$10,619	\$52,065	\$17,134	\$0	\$0	\$0	\$14,532	\$79,819	20%

Miscellaneous Adjustments:

County Acct#	Town of Discovery Bay/D.Bay L&L Zone #8 Capital / Asset Budget 10/11 Approved at 6/16/10 Meeting Account Description	2009/2010 Budget	2009/2010 Actuals	2009/2010 % of Budget YTD	2010/2011 Budget	Jul 10 Month to Date Expenses	Aug 10 Month to Date Expenses	Sep 10 Month to Date Expenses	Oct 10 Month to Date Expenses	Nov 10 Month to Date Expenses	Dec 10 Month to Date Expenses	Approve 10/6/2010	2010/2011 Actuals	2010/2011 % of Budget YTD
4265	Various Improvements	\$7,500	\$4,842	65%	\$7,500								\$0	0%
4546	Structure & Walkway Repairs	\$3,500	\$0	0%	\$3,500								\$0	0%
4789	DB L&L Zone #8 Playground Equipment	\$3,000	\$0	0%	\$115,000								\$0	0%
4829	DB L&L Zone #8 Landscape Master Plan Entrar	\$0	\$0		\$0								\$0	#DIV/0!
4834	DB L&L Zone #8 Landscape Clipper Drive Phas	\$0	\$0		\$0								\$0	#DIV/0!
4834	Cornell Park - Misc. Projects (1)	\$233,100	\$9,314	4%	\$350,000	\$21	\$1,965	\$3,188				\$33,798	\$5,174	1%
4953	Vehicle Purchase	\$3,000	\$0	0%	\$7,500								\$0	0%
4956	Tools & Sundry Equipment	\$1,000	\$26	3%	\$1,000			\$17,030				\$464	\$17,030	#DIV/0!
	Total	\$251,100	\$14,182	6%	\$484,500	\$21	\$1,965	\$20,218	\$0	\$0	\$0	\$34,261	\$22,204	5%

*** DB L&L Zone #8 Misc. Projects (1)
1 Willow Lake Rd \$120,000
2 Discovery Bay Blvd. (East) \$230,000
\$350,000

**Request for authorization to pay invoices
For the Meeting on October 6, 2010
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/10 - 6/11**

<u>Acct Code</u>				
1	2100	Office Depot	Inv# 527688354002, dtd 9/14/10	Office Supplies \$4.35
2	2100	Office Depot	Inv# 533170880001, dtd 9/14/10	Office Supplies \$21.29
3	2100	Office Depot	Inv# 533170842001, dtd 9/09/10	Office Supplies \$12.69
4	2100	Office Depot	Inv# 533170878001, dtd 9/09/10	Office Supplies \$9.82
			Sub-Total	\$48.15
5	2103	UPS	Inv# 000012X417370, dtd 9/11/10	Plans to builder exchange \$15.50
6		<u>Capital One - Visa Statement for Aug 15 - Sept 14, 2010</u>		
	2110	Communications		\$59.84
	2270	Maintenance of Equipment		\$80.19
	2272	Fuel for Equipment		\$211.09
	4265	Various Improvements		<u>\$146.16</u>
				\$497.28
7	2130	Watersavers Irrigation	Inv# I992780, dtd 8/26/10	Spray work at Plant #2 \$22.88
8	2130	Watersavers Irrigation	Inv# I1001047, dtd 9/23/10	Irrigation parts for Ravenswood \$50.72
9	2130	Watersavers Irrigation	Inv# I1001463, dtd 9/24/10	Union Razorback roundpoint shovel <u>\$26.89</u>
			Sub-Total	\$100.49
10	2200	California Park & Rec Society	Inv# 120434, dtd 9/21/10	Membership renewel safety course \$40.00
11	2282	Cleary Bros	Inv# B009088, dtd 9/10/10	Monthly Maint for September 2010 \$2,920.00
12	2360	SDRMA	Inv# 34401, dtd 9/14/10	Property and Liability Ford F150 \$175.25
13	4265	Brentwood Reprographics	Inv# 2010-2725, dtd 9/16/10	Landscape Plans \$23.08
14	4546	Brentwood Reprographics	Inv# 2010-2725, dtd 9/16/10	Landscape Plans \$23.10
15	4265	Brentwood Reprographics	Inv# 2010-2788, dtd 9/22/10	Plans for Ravenswood Park \$30.00
16	4265	Brentwood Reprographics	Inv# 2010-2813, dtd 9/23/10	Plans for Splash Pad <u>\$19.09</u>
			Sub-Total	\$95.27
17	4265	Bruce Jett Assoc.	Inv# 15664, dtd 8/31/10	Ravenswood Park Splash Pad \$60.48
18	4265	UPS	Inv# 000012X417360, dtd 09/04/10	Shipping Plans \$11.19
			TOTAL	\$3,963.61

Town of Discovery Bay/ L&L #9 Ravenswood
Operating Expense Budget
Approved at 6/16/10 Meeting

County Acc#	Account Description	2009/2010 Budget	2009/2010 YTD ACTUALS	2009/2010 % of Budget YTD	2010/2011 Budget	Jul 10 Month Expenses	Aug 10 Month Expenses	Sep 10 Month Expenses	Oct 10 Month Expenses	Nov 10 Month Expenses	Dec 10 Month Expenses	Planned to Pay 10/6/2010	2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD
2100	Office Expenses	\$150	0	0%	\$150	\$51	\$51	\$51	\$51	\$51	\$51	\$48	\$102	\$102	68%
2102	Books, Periodicals & Subscriptions	\$50	60	120%	\$50							\$48			0%
2103	Postage	\$50	1,497	2993%	\$50		\$60					\$48			0%
2110	Communications (Messenger, Radio, etc.)	\$100	0	0%	\$650		\$60					\$60			9%
2120	Utilities (Street Lights, Water, & Garbage)	\$5,000	0	0%	\$12,500		\$1,497								12%
2130	Small Tools & Instruments	\$100	193	193%	\$100							\$100			0%
2131	Minor Equipment, Furniture Less than \$1000.	\$100	253	253%	\$500										0%
2170	Household Items	\$0	581	#DIV/0!	\$700										0%
2190	Public Notices	\$50	38	76%	\$150		\$53	\$193					\$193		28%
2200	Memberships	\$50	0	0%	\$165			\$200					\$253		159%
2250	Rent & Lease of Equipment	\$500	0	0%	\$500							\$40			0%
2251	Computer Software	\$200	109	55%	\$200										0%
2270	Maintenance of Equipment	\$300	0	0%	\$300							\$80			0%
2271	Automotive Supplies & Repairs	\$300	0	0%	\$500										0%
2272	Gasoline/Fuel for Equipment	\$54,000	32,593	60%	\$48,540	\$81	\$3,720	\$3,970				\$211			0%
2282	Grounds Maintenance	\$100	129	129%	\$100								\$7,771		16%
2301	Auto Mileage/Employee Reimbursement	\$5,000	2,890	58%	\$2,000		\$2,100	\$255					\$0		0%
2303	Other Travel Employee Expenses	\$13,000	356	3%	\$25,500								\$3,195		160%
2310	Professional Services	\$5,000	0	0%	\$1,850										0%
2360	Insurance	\$5,000	0	0%	\$1,850										0%
2370	Road/Construction Materials (Street Signs)	\$5,000	1,249	25%	\$500		\$333					\$175			0%
2479	Other Special Expenses	\$1,000	0	0%	\$500										0%
2490	Miscellaneous Services & Supplies	\$1,000	0	0%	\$500										0%
3530	Taxes & Assessments	\$100	0	0%	\$500										0%
5011	Reimbursement-Gov/County Admin. Chrgs	\$100	0	0%	\$500										0%
Misc.	Reserves	\$85,150	\$9,993	47%	\$95,955	\$921	\$7,814	\$4,669	\$0	\$0	\$0	\$3,651	\$73,404	\$73,404	14%
	Total Expenses														

Reserves=
Total Reserves
* Maintenance includes bioswales/mitigation areas.
* Future budget for utilities etc. to be based on actuals.

Town of Discovery Bay/L&L #9 Ravenswood
Capital / Asset

For 2007/08 there is no planned Capital Improvement
Plans
Miscellaneous Adjustments:

County Acct#	Account Description	2010/2011 Budget	Town of Discovery Bay/D.Bay L&L Zone #9 Capital / Asset Budget 10/11					Planned to Pay 10/6/2010	2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD
			8.33% Jul 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	25.00% Sep 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses				
4226	Various Park	\$0									
4265	Various Improvements	\$87,865		\$2,891			\$290			2,891	3%
4546	Structure & Walkway Repairs	\$11,000		\$750	\$17,640		\$23			18,390	167%
4789	Playground Equipment	\$0									
4956	Tools & Sundry Equipment	\$0									
	Total	\$98,865	\$0	\$3,641	\$17,640	\$0	\$313	\$0	\$0	21,281	22%



Town of Discovery Bay CSD AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Calista Anderson, Administrative Assistant & Liz Hardy, Accounts Assistant
Submitted By: Calista Anderson, Administrative Assistant & Rick Howard, General Manager

Agenda Title

District Financials

Recommended Action

Receive and File

Executive Summary

DB Lighting & Landscaping Zone #8

The account total fund balance before reserves for DB #8 is \$2,063,302.00
Less the reserves of \$300,000, we have a fund balance available of \$1,763,302.00

DB Lighting & Landscaping Zone #9

The account total fund balance before reserves for DB #9 is \$235,465.00
Less the reserves of \$56,195, we have a fund balance available of \$179,270.00

Town of Discovery Bay CSD Water & Sewer

The account total fund balance before reserves for Water & Sewer is \$4,060,934.88
Less the reserves of \$3,000,000, we have a fund balance available of \$1,060,934.88

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

Attachments

- D.Bay L&L Zone #8 Budget vs. Actuals for 2010-2011 through September 13, 2010
- D.Bay L&L Zone #9 Budget vs. Actuals for 2010-2011 through September 13, 2010
- Town Of Discovery Bay CSD Budget vs. Actuals for 2010-2011 through September 13, 2010

AGENDA ITEM: D-5

D.Bay L&L Park #8 District
Revenue & Expenditure Budget vs. Actuals Worksheet 2010-2011
August 12, 2010 through September 13, 2010 Period 2

FP
 RH
 LH file

Revenue:	Acct. Code	2010/11 Budget	2010/11 Actuals
Current Funds in Contra Costa County	740/750	\$1,732,129	\$1,763,945
Accounts Payable - Yr End	500		(\$43,400)
Retainage Account	510		
Due to Other Funds - Yr End	540		(\$334)
Disbursements	830	(\$5,885)	
Current Property Taxes	9010	\$381,210	\$425,703
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		
SRAF State Rev Transfer	9018		
Property Taxes-Current Unsecured	9020	\$18,029	
Property Taxes-Prior-Unsecured	9035		
Earnings on Investment	9181	\$1,000	
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		
Misc Revenue & Services	9799&9975		\$670
Total Revenue		\$2,126,484	\$2,136,584

Expenditure: Operating Expenses	Acct. Code	2010/11 Budget	2010/11 Actuals
Office Expenses, Books, Postage	2100	(\$850)	(\$105)
Books, Periodicals & Subscriptions	2102	(\$150)	
Postage	2103	(\$50)	
Communications	2110	(\$1,785)	(\$60)
Utilities (Street Lights, Water & Garbage)	2120	(\$117,000)	(\$14,539)
Small Tools & Instruments	2130	(\$750)	(\$920)
Minor Equipment, Furniture less than \$1000	2131	(\$975)	
Household Items	2170	(\$900)	
Public Notices	2190	(\$150)	
Memberships	2200	(\$450)	
Rent & Lease of Equipment	2250	(\$500)	(\$220)
Computer Software	2251		
Maintenance of Equipment	2270	(\$950)	
Automotive Supplies & Repairs	2271	(\$2,000)	(\$159)
Gasoline	2272	(\$4,000)	(\$612)
Maintenance of Buildings	2281	(\$5,300)	(\$700)
Grounds Maintenance	2282	(\$166,484)	(\$40,840)
Requested Maintenance from County	2284/3620		
Auto Mileage/Employee Reimbursement	2301	(\$100)	
Other Travel Employee Expenses	2303	(\$1,500)	
Professional Services/Specialized Services	2310	(\$8,100)	(\$766)
Staff Payroll	2310	(\$72,000)	(\$11,671)
Insurance	2360	(\$5,200)	
Road/Construction Materials (Street Signs)	2470	(\$500)	
Other Special Expenses	2479	(\$3,500)	(\$706)
Miscellaneous Services & Supplies	2490	(\$300)	
Taxes & Assessments	3530/3550		
Interfund Exp.(Investment & Property Tax Adm.)	3611	(\$500)	
Reimbursement for County Adm. Costs	5011	(\$500)	
Total Operating Expenses		(\$394,494)	(\$71,297)

Expenditure: Capital/Asset	Acct. Code	2010/11 Budget	2010/11 Actuals
Various Improvements	4265	(\$7,500)	
Structure & Walkway Repairs	4546	(\$3,500)	
Playground Equipment	4789	(\$115,000)	
Landscape Master Plan	4829		
Disc. Projects - Willow Lake Road		(\$120,000)	(\$1,970)
Disc. Projects - South Point			
Disc. Projects - Laguna Court			
Disc. Projects - Discovery Point (Small Island)			
Disc. Projects - Discovery Bay Blvd (East)		(\$230,000)	(\$16)
Ornell Park	4834	(\$7,500)	
Vehicle Purchase	4853		
Tools & Sundry Equipment	4956	(\$1,000)	
Total Capital/Asset		(\$484,500)	(\$1,986)
TOTAL EXPENSES & CAPITAL		(\$878,994)	(\$73,282)
TOTAL FUND BALANCE BEFORE RESERVES		\$1,247,490	\$2,063,302
RESERVES			(\$300,000)
GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES			(\$373,282)
FUND BALANCE AVAILABLE			\$1,763,302

D.Bay L&L Park #9 District
 Revenue & Expenditure Budget vs. Actuals Worksheet 2010-11
 August 12, 2010 through September 13, 2010 *Period 2*

EP
RH
LH file

Revenue:	Acct. Code	2010/11 Budget	2010/11 Actuals
Current Funds in Contra Costa County	740/750	\$234,262	\$283,892
Accounts Payable - Yr End	500		(\$23,966)
Retainage Account	510		(\$8,910)
Disbursements	830		
Current Property Taxes	9010	\$82,500	
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		
SRAF State Rev Transfer	9018		
Property Taxes-Current Unsecured	9020		
Property Taxes-Prior-Unsecured	9035		
Earnings on Investment	9181		
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		
Misc Revenue & Services	9799&9975		
Total Revenue		\$316,762	\$251,015

Expenditure: Operating Expenses	Acct. Code	2010/11 Budget	2010/11 Actuals
Office Expenses, Books, Postage	2100	(\$150)	(\$51)
Books, Periodicals & Subscriptions	2102	(\$50)	
Postage	2103	(\$50)	
Communications	2110	(\$650)	(\$60)
Utilities (Street Lights, Water & Garbage)	2120	(\$12,500)	(\$1,497)
Small Tools & Instruments	2130	(\$100)	
Minor Equipment, Furniture less than \$1000	2131	(\$500)	
Household Items	2170	(\$700)	
Public Notices	2190	(\$150)	(\$53)
Memberships	2200	(\$165)	
Rent & Lease of Equipment	2250		
Computer Software	2251	(\$500)	
Maintenance of Equipment	2270	(\$200)	
Automotive Supplies & Repairs	2271	(\$300)	
Gasoline	2272	(\$500)	
Maintenance of Buildings	2281		
Grounds Maintenance	2282	(\$48,540)	(\$6,721)
Requested Maintenance from County	2284/3620		
Auto Mileage/Employee Reimbursement	2301		
Other Travel Employee Expenses	2303	(\$250)	
Professional Services/Specialized Services	2310	(\$2,000)	(\$3,195)
Staff Payroll	2310	(\$25,500)	
Insurance	2360	(\$1,850)	
Road/Construction Materials (Street Signs)	2470		
Other Special Expenses	2479	(\$500)	(\$333)
Miscellaneous Services & Supplies	2490	(\$300)	
Taxes & Assessments	3530/3550	(\$500)	
Interfund Exp.(Investment & Property Tax Adm.)	3611		
Reimbursement for County Adm. Costs	5011		
Total Operating Expenses		(\$95,955)	(\$11,910)

Expenditure: Capital/Asset	Acct. Code	2010/11 Budget	2010/11 Actuals
Various Parking Lot Improvements	4226		
Various Improvements (Splash Pad)	4265	(\$87,865)	(2,891)
Structure & Walkway Repairs (Solar)	4546	(\$11,000)	(750)
Playground Equipment	4789		
Tools & Sundry Equipment	4956		
Total Capital/Asset		(\$98,865)	(\$3,641)
TOTAL EXPENSES & CAPITAL		(\$194,820)	(\$15,551)
TOTAL FUND BALANCE BEFORE RESERVES		\$121,942	\$235,465

RESERVES (\$56,195)

GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES (\$71,746)

FUND BALANCE AVAILABLE \$179,270

TOWN OF DISCOVERY BAY CSD
 Transaction Detail Report for Aug 12, 2010 through September 13, 2010
 Period 02 for 2010/11

Ca / Ca
RH / PR
Un / full

DATE	FOR	SAMOUNT
	Receivables for Town of Discovery Bay CSD BAC Account	
	Balance of Account as of Aug 11, 2010 (balance from prior period)	\$29,370.65
	Deposit on 8/12/10	\$700.39
	Balance of Account as of Aug 12, 2010	\$30,071.04
08/12/10-09/13/10	Deposits Made	\$60,116.51
	Balance of Account & Deposits Made Total =	<u>\$89,487.16</u>

Payables Made from Town of Discovery Bay CSD BAC Account	
08/12/10-09/13/10 Checks/Payroll made out from checking account	\$22,732.40

Balance of Checking Account as of Sept 13, 2010	\$66,754.76
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Total Year-to Date Payables Paid from Town of Discovery Bay CD ECC Acct	\$155,063.31
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BEGINNING FUND BALANCE FOR TOWN OF DB CSD IN COUNTY FUND	\$5,908,529.57
08/12/10-09/13/10 Accounts Payable - Year End	(\$394,955.18)
Due to other funds - Year End	\$0.00
Sub-Total	<u>\$5,513,574.39</u>

REVENUE

For Fiscal Year Starting 7/1/09

Year-to-date Sewer & Water Service Charge for Tax Roll 09/10	\$0.00
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Year-to-date Investments	\$0.00
08/12/10-09/13/10 Earnings on Investments	\$1,440.79
Sub-Total	<u>\$1,440.79</u>

Year-to-Date Miscellaneous Income	\$0.00
08/12/10-09/13/10 Misc.	\$0.00

SUB-TOTAL REVENUE	<u>\$1,440.79</u>
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GRAND TOTAL Fund Balance & Revenue	<u>\$5,515,015.18</u>
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EXPENDITURES

Year-to-date Warrants Paid by CCC for Town of D.Bay CSD	\$0.00
08/12/10-09/13/10 Warrants Paid	\$892,422.85

TOTAL EXPENDITURES	<u>\$892,422.85</u>
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TOTAL BALANCE AT COUNTY OF CONTRA COSTA	\$4,622,592.33
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TOTAL YEAR TO DATE PAYABLES FROM BAC & CCC	\$1,047,486.16
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TOTAL BALANCE AT COUNTY OF CONTRA COSTA	\$4,622,592.33
TOTAL BALANCE IN TOWN OF DISCOVERY BAY CSD BAC	\$66,754.76
TOTAL HELD FOR RESERVES	<u>(\$3,000,000.00)</u>
SUBTOTAL	\$1,689,347.09
TOTAL BALANCE OF ENCUMBRANCES	<u>(\$628,412.21)</u>

GRAND TOTAL FUNDS LESS RESERVES & ENCUMBRANCES	\$1,060,934.88
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Detail List of Encumbrances

Lift Station F	Repair and Surveying + Change Order #1	(\$76,276.80)
WWTP#1	Wetlands Trial Project	(\$169,486.00)
Well #6	Well and Pump Design	(\$3,994.74)
U.V. System	U.V. System upgrade	(\$331.47)
Parkson	Thermo System Moles for Bio-Solids	(\$78,000.00)
Herwit	Wastewater Master Plan (Ecologic)	(\$174,245.50)
LSCE	Water Master Plan	(\$126,077.70)
	Total	<u>(\$628,412.21)</u>



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Fairin Perez, Landscape Manager

Submitted By: Rick Howard, General Manager

Agenda Title

Consideration of contract approval for play structure removal in the play areas on the south side of Cornell Park.

Recommended Action

Approve and authorize the General Manager to contract with Playgrounds Unlimited for demolition and removal of the play structure located on the south side of Cornell Park in an amount not to exceed \$6,630.00.

Executive Summary

During this years budget discussion, replacement of the Cornell Park play structures located on the south side of the park was approved by the Board. There are two composite structures and one free standing swing set that has exceeded their life expectancy. Due to their age and current condition, Staff recommends immediate removal.

Staff has collected bids for demolition and removal of the features and has attached copies of the submitted proposals for your consideration. Based on industry experience and cost advantages, Staff recommends contracting the removal service with M.A.K Associates, Inc., DBA Playgrounds Unlimited.

It should be noted that design services have been contracted with Gates & Associates for the playground replacement project and design is currently underway.

Fiscal Impact:

Amount Requested - \$6,630

Sufficient Budgeted Funds Available?: Yes

Zone #8 Category: Capital Fund# 4789

Previous Relevant Board Actions for This Item

Approval and Adoption of the Proposed Final 2010-2011 Operating and Capital Improvement Budgets for the Discovery Bay Lighting & Landscaping Zone #8 & Zone #9 – June 16, 2010

Approval and authorize the General Manager to contract design services with Gates & Associates for the Playground replacement project at Cornell Park. – September 15, 2010

Attachments

Discovery Bay Lighting & Landscaping Zone #8 Final Budget 2010-2011
Playgrounds Unlimited, Proposal #12496 – Cornell Park Playground Demolition
Who Built Creative Builders Inc., Proposal – Cornell Park Playground Demolition
TF Construction, Proposal – Cornell Park Playground Demolition

AGENDA ITEM: D-6

D.Boy L&L Park #8 District
Revenue & Expenditure Budget vs. Actuals Worksheet 2009-2010
FINAL Budget for 2010-11

Revenue:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Current Funds in Contra-Costa County	740	\$1,219,783	\$1,451,185	\$1,456,919	\$1,723,467	118%	\$1,723,467	\$1,732,129
Accounts Payable - Yr End	500				\$16		\$16	
Retainage Account	510	\$16	\$16		\$5,072		\$5,072	
Disbursements	830	(\$5,987)	(\$8,585)		\$423,567	85%	\$423,567	
Current Property Taxes	9010	\$662,676	\$539,369	\$500,000	(\$1,786)		(\$1,786)	
Property Tax Supplemental/Unitary/Secured	9011/1930/81	\$13,438	\$12,687		(\$45,668)		(\$45,668)	
SIRAF State Rev Transfer	9018				\$17,623		\$17,623	
Property Taxes-Current Unsecured	9020	\$17,889	\$18,578		\$104		\$104	
Property Taxes-Prior-Unsecured	9035	(\$893)	\$244		\$1,800		\$1,800	
Earnings on Investment	9181	\$28,510	\$9,262	\$7,000	\$2,383		\$2,383	
H/O Prop. Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580	\$5,914	\$5,617					
Misc Revenue & Services	9799/9897/5	\$3,603	\$13,640					
Total Revenue		\$1,845,846.00	\$2,044,011.00	\$1,963,919	\$2,116,238		\$2,116,434	\$2,126,484

108%
% Yr End Estimate vs. Budget

Expenditure:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Operating Expenses								
Office Expenses, Books, Postage	2100	(\$588)	(\$941)	(\$500)	(\$1,237)	247%	(\$1,237)	(\$850)
Books, Periodicals & Subscriptions	2102			(\$50)		0%		(\$150)
Postage	2103			(\$50)		0%		(\$50)
Communications	2110	(\$35)	(\$1,016)	(\$1,500)	(\$772)	51%	(\$900)	(\$50)
Utilities (Street Lights, Water & Garbage)	2120	(\$111,902)	(\$100,693)	(\$105,000)	(\$74,844)	71%	(\$93,256)	(\$117,000)
Small Tools & Instruments	2130		(\$1,167)	(\$1,000)	(\$642)	64%	(\$642)	(\$750)
Minor Equipment, Furniture less than \$1,000	2131	(\$981)	(\$334)	(\$500)	(\$742)	148%	(\$742)	(\$975)
Household Items	2170	(\$1,318)	(\$283)	(\$800)	(\$1,095)	137%	(\$1,095)	(\$900)
Public Notices	2190	(\$377)	(\$90)	(\$100)		0%	(\$100)	(\$150)
Memberships	2200	(\$165)		(\$200)		0%		(\$450)
Rent & Leases of Equipment	2250			(\$100)		0%		(\$500)
Computer Software	2251			(\$500)		0%		(\$500)
Maintenance of Equipment	2270	(\$331)	(\$518)	(\$700)	(\$1,544)	221%	(\$1,550)	(\$850)
Automotive Supplies & Repairs	2271	(\$3,759)	(\$1,673)	(\$1,300)	(\$9)	1%	(\$9)	(\$2,000)
Gasoline	2272	(\$3,221)	(\$2,081)	(\$4,100)	(\$1,804)	44%	(\$2,010)	(\$4,000)
Maintenance of Buildings	2281	(\$4,686)	(\$4,947)	(\$5,000)	(\$4,193)	84%	(\$4,791)	(\$5,300)
Grounds Maintenance	2282	(\$132,100)	(\$140,870)	(\$250,000)	(\$158,909)	64%	(\$172,122)	(\$166,484)
Requested Maintenance from County	2284/3520			(\$500)		0%		
Auto Mileage/Employee Reimbursement	2301	(\$241)		(\$300)	(\$790)	263%	(\$850)	(\$700)
Other Travel/Employee Expenses	2303			(\$300)		0%		(\$1,500)
Professional Services/Specialized Services	2310	(\$5,671)	(\$1,860)	(\$10,000)	(\$13,551)	136%	(\$13,551)	(\$8,100)
Staff Payroll	2310	(\$57,796)	(\$18,332)	(\$63,000)	(\$26,866)	43%	(\$35,200)	(\$72,000)
Insurance	2360	(\$5,500)	(\$7,101)	(\$5,000)	(\$5,097)	64%	(\$5,097)	(\$5,200)
Road/Construction Materials (Street Signs)	2470	(\$12,437)	(\$1,438)	(\$1,000)	(\$3,319)	66%	(\$3,319)	(\$500)
Other Special Expenses	2479	(\$165)	(\$470)	(\$500)	(\$225)	113%	(\$225)	(\$300)
Miscellaneous Services & Supplies	2490	(\$946)	(\$4,152)	(\$4,500)		0%		(\$300)
Taxes & Assessments	3530/3550			(\$500)		0%		(\$500)
Inflund Exp./Investment & Property Tax Adm.)	3511			(\$400)		0%		(\$500)
Reimbursement for County Adm. Costs	5011			(\$400)		0%		(\$500)
Total Operating Expenses		(\$345,120)	(\$237,748)	(\$465,100)	(\$295,629)	64%	(\$336,798)	(\$394,494)

72%
% Yr End Estimate vs. Budget

Expenditure:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Capital/Assst								
Various improvements	4265	(\$1,460)	(\$7,418)	(\$7,500)	(\$4,842)	65%	(\$6,850)	(\$7,500)
Structure & Walkway Repairs	4546	(\$1,358)		(\$3,500)		0%		(\$3,500)

Playground Equipment	4789												
Landscape Master Plan	4829	(\$16,557)	(\$6,635)	(\$3,000)	0%							(\$115,000)	
Misc. Projects - Willow Lake Road				(\$150,000)	0%	(\$453)						(\$20,000)	
Misc. Projects - South Point				(\$50,600)	0%								(\$459)
Misc. Projects - Laguna Court				(\$39,000)									
Misc. Projects - Discovery Point (Small Island)				(\$31,000)								(\$7,500)	
Misc. Projects - Discovery Bay Blvd (East)													
Cornell Park	4894		(\$788)	(\$3,000)	0%							(\$12,500)	
Vehicle Purchase	4853		(\$16,586)	(\$1,000)	0%							(\$15,000)	
Tools & Sundry Equipment	4956	(\$49,525)	(\$31,435)	(\$288,600)	2%	(\$5,301)						(\$47,509)	(\$484,500)
Total Capital/Asset													
		(\$300,000)	(\$300,000)	(\$300,000)									(\$300,000)
Reserves													
Grand Total of Operating/Capital/Reserves		(\$694,645)	(\$619,164)	(\$1,053,700)	57%	(\$384,305)						(\$1,178,994)	
Revenue Total minus Operating/Capital/Reserves		\$1,151,201	\$1,424,827	\$910,219	n/a	\$1,515,308						\$947,490	
Fund Balance													\$1,732,129

% Yr End Estimate vs. Budget 15%

M.A.K. Associates, Inc. DBA

PlayGrounds Unlimited

1175 Willow Avenue
Sunnyvale, CA 94086
Phone: 408-244-9848
FAX: 408-244-9847
License #: 756794

Estimator
Richard MacDermott
Phone: 408-639-5096
FAX: 408-519-6811

TOWN OF DISCOVERY BAY
RECEIVED
9-9-10

Background for file
Call me file
General info
Estimate No. 12496
Ver. 1

Shipping Information

SHIP TO:	
Contact	_____
Company	<u>Cornell Park</u>
Address 1	_____
Address 2	_____
City State Zip	<u>Discovery Bay CA</u>

Company Information

ESTIMATE FOR:	Client ID <u>13827</u>
Name	<u>Town of Discovery Bay</u>
Address 1	<u>1555 Riverlake Rd.</u>
Address 2	_____
City State Zip	<u>Discovery Bay Ca 94514</u>
Contact	_____
Phone	<u>925-634-1733</u> FAX _____

Estimate No 12496 Ver 01 Date 9/9/2010 Associate RM Change Order # _____ Vendor ID PGU-
 Job No _____ Job Name Cornell Park Job Contact Name _____

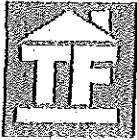
Scope of Work	Contract
01 Remove and dispose the two (2) existing play structures and the 1-Bay arch swing set. All equipment shall be removed and disposed of off-site, to include the removal of the existing concrete footings. All existing wood fiber surfacing will be pulled back, yet will remain in the box for the new equipment installation.	\$6,630.00
Totals	\$6,630.00
Other	
Grand Total	\$6,630.00

Special Instructions

Terms & Conditions

By signing below you acknowledge and agree to our Contract; Exclusions, Conditions, & Payment Terms which are to be included in, and supersede any additional contracts or sub-contract agreements made separately based on this "Estimate". Unless otherwise specified above we Exclude Responsibility for: material delivery &/or off loading equipment, removal of packaging accumulated by equipment supplied by others, project security, landscape & hardscape repair based on access route to site, delays or returns due to layout conflicts, missing or damaged components & hardware, removal of spoils from job site, locating underground; utilities, pipes, obstructions in work area, permits, engineering, material testing, soil samples, play equipment certifications. Conditions: Grades (rough grade to be taken + or - one tenth of one inch), adequate access to work site provided for workmen, materials, tools, & equipment. Estimate good for 90 Days. Payment Terms: Material balance due on delivery / Installation balance due upon completion of project.

Print Name: _____ Sign: _____ Date: _____



TF Construction

General Contractor - Lic # 906928
6926 Bluegrass Ct / Livermore CA 94551
T 510.813.9756 floyd2141@comcast.net

TOWN OF DISCOVERY BAY
RECEIVED

09-20-2020

Date

11/17/10

Customer	Product	Estimated install date
Fairin Perez Landscape Manager Town of Discovery Bay CSD	Removal of Play structures	TBD

Item No.	Labor Scope	Unit Price		Amount
1	Quote is for Removal of play structures. There are two play structures that need to be removed at Cornell park in Discovery Bay. * All Material to be dismantled and Hauled off			\$7,800.00
		Total		\$7,800.00
		Deposit		
		Balance Due		

Comments:

** All personnel that will be working on this project is a direct employee of TF Construction and is covered under insurance liability and will be paid based on their hourly rate.

** Extra cost could occur if any unexpected problems or damage that are unrelated to the work being performed.

TF Construction Signature

Customer Signature



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

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

Agenda Title

Consideration of contract approval for partition replacements for Cornell Park restroom facilities.

Recommended Action

Approve and authorize the General Manager to contract removal and replacement services with TF Construction for the Restroom Partition Replacement project at Cornell Park.

Executive Summary

During this year's budget discussion, replacement of the Cornell Park Restroom Partitions approved. Staff has collected bids for removal and replacement of the features and has attached copies of the submitted proposals for your review. Replacement partitions will be replaced with Phenolic materials, instead of the typical laminate option. Phenolic, though slightly more expensive than a typical laminate application, has proven to be more vandal and graffiti resistant than its counterpart. Based on industry experience, license verification and cost advantages, Staff recommends contracting the design service with TF Construction in an amount not to exceed \$7,000.00.

Fiscal Impact:

Amount Requested - \$7,000
Sufficient Budgeted Funds Available?: Yes
Zone #8 Category: Capital Fund# 4834

Previous Relevant Board Actions for This Item

Approval and Adoption of the Proposed Final 2010-2011 Operating and Capital Improvement Budgets for the Discovery Bay Lighting & Landscaping Zone #8 & Zone #9 -- June 16, 2010

Attachments

Discovery Bay Lighting & Landscaping Zone #8 Final Budget 2010-2011
TF Construction, Proposal – Cornell Park Partition Replacement
Cummins Contracting & Supply, Proposal – Cornell Park Partition Replacement
JD Specialties, Proposal No. 141372-R – Cornell Park Partition Replacement

AGENDA ITEM: D-7

D.Bay L&L Park #8 District
 Revenue & Expenditure Budget vs. Actuals Worksheet 2009-2010
 FINAL Budget for 2010-11

Revenue:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Current Funds in Contra Costa County	740	\$1,219,783	\$1,451,185	\$1,456,919	\$1,723,467	118%	\$1,723,467	\$1,732,129
Accounts Payable - Yr End	500							
Retainage Account	510	\$16	\$16		\$16		\$16	
Disbursements	800	(\$5,987)	(\$6,595)		(\$5,072)		(\$5,072)	(\$5,385)
Current Property Taxes	9010	\$662,675	\$539,369	\$500,000	\$423,567	85%	\$423,567	\$381,210
Property Tax Supplemental/Utility/Secured SRAP/State Rev Transfer	9011/12/20/31	\$13,436	\$12,697		(\$1,786)		(\$1,786)	
Property Taxes-Current Unsecured	9018				(\$45,668)		(\$45,668)	
Property Taxes-Prior-Unsecured	9020	\$17,889	\$18,576		\$17,623		\$17,623	\$18,029
Earnings on Investment	9035	(\$993)	\$244		\$104		\$104	
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9439/9580	\$29,510	\$9,282	\$7,000	\$1,604		\$1,604	\$1,000
Misc Revenue & Services	9798/99975	\$5,814	\$5,617		\$2,383		\$2,383	
		\$3,803	\$13,640					
Total Revenue		\$1,845,846.00	\$2,044,071.00	\$1,963,919	\$2,116,434	108%	\$2,116,434	\$2,126,484

Expenditure:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Operating Expenses	2100	(\$588)	(\$341)		(\$1,237)	247%	(\$1,237)	(\$350)
Office Expenses, Books, Postage	2102							(\$160)
Books, Periodicals & Subscriptions	2103							(\$50)
Postage	2110	(\$35)	(\$1,018)		(\$772)		(\$800)	(\$1,785)
Utilities (Street Lights, Water & Garbage)	2120	(\$111,902)	(\$100,683)	(\$105,000)	(\$74,844)	71%	(\$93,258)	(\$117,000)
Small Tools & Instruments	2130		(\$1,167)	(\$1,000)	(\$842)	84%	(\$750)	
Minor Equipment, Furniture less than \$1,000	2131	(\$861)	(\$285)		(\$742)	148%	(\$742)	(\$975)
Household Items	2176	(\$1,318)	(\$300)		(\$1,095)	137%	(\$1,095)	(\$900)
Public Notices	2190	(\$377)	(\$80)					(\$150)
Memberships	2200	(\$185)		(\$100)				(\$450)
Rent & Lease of Equipment	2250			(\$100)				(\$300)
Computer Software	2251			(\$500)				
Maintenance of Equipment	2270	(\$311)	(\$818)					(\$950)
Automotive Supplies & Repairs	2271	(\$3,758)	(\$1,673)	(\$1,300)	(\$9)	1%	(\$9)	(\$2,000)
Gasoline	2272	(\$3,221)	(\$2,081)	(\$4,100)	(\$1,804)	44%	(\$2,070)	(\$4,000)
Maintenance of Buildings	2281	(\$4,868)	(\$4,947)	(\$5,000)	(\$4,183)	84%	(\$4,781)	(\$5,300)
Grounds Maintenance	2282	(\$132,100)	(\$140,870)	(\$250,000)	(\$188,909)	64%	(\$172,122)	(\$168,483)
Requested Maintenance from County	2284/3620			(\$500)				
Auto Mileage/Employee Reimbursement	2301	(\$241)		(\$300)	(\$790)	263%	(\$850)	(\$100)
Other Travel Employee Expenses	2303			(\$200)				(\$1,500)
Professional Services/Specialized Services	2310	(\$3,871)	(\$1,860)	(\$10,000)	(\$13,551)	136%	(\$13,551)	(\$2,100)
Staff Payroll	2310	(\$57,798)	(\$18,332)	(\$63,000)	(\$26,866)	43%	(\$35,300)	(\$72,000)
Insurance	2360	(\$5,500)	(\$7,101)	(\$8,000)	(\$5,097)	64%	(\$5,200)	(\$5,200)
Road/Construction Materials (Street Signs)	2470	(\$12,437)		(\$1,000)				(\$500)
Other Special Expenses	2479	(\$165)	(\$1,438)	(\$5,000)	(\$3,319)	66%	(\$3,319)	(\$3,500)
Miscellaneous Services & Supplies	2490	(\$846)	(\$470)	(\$200)	(\$225)	113%	(\$225)	(\$300)
Taxes & Assessments	3530/3550		(\$4,152)	(\$4,500)				
Interfund Exp./Investment & Property Tax Adm.	3611			(\$500)				(\$500)
Reimbursement for County Adm. Costs	5011	(\$345,120)	(\$287,748)	(\$465,100)	(\$285,629)	64%	(\$335,795)	(\$394,494)
Total Operating Expenses		(\$345,120)	(\$287,748)	(\$465,100)	(\$285,629)	64%	(\$335,795)	(\$394,494)

Expenditure: Capital/Asset	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Vancous Improvements	4265	(\$31,480)	(\$7,418)	(\$7,500)	(\$4,842)	65%	(\$6,350)	(\$7,500)
Structure & Walkway Repairs	4546	(\$1,388)	(\$3,566)					(\$3,500)



TF Construction

General Contractor - Lic # 906928
6926 Bluegrass Ct / Livermore CA 94551
T 510.813.9756 floyd2141@comcast.net

Date 09/27/10

Customer	Product	Estimated install date
Fairin Perez Landscape Manager Town of Discovery Bay CSD	Bathroom stall partitions	

Item No.	Labor Scope	Unit Price	Amount
1	<p>Quote is for replacing restroom partitions at two park locations in Discovery bay 2 mens and 2 womens restrooms.</p> <p>Material to be used = Phenolic color to TBD before ordering Stainless Steel Hardware</p> <p>* Work is proposed at prevailing wages</p>		\$7,000.00
		Total	\$7,000.00
		Deposit	
		Balance Due	

Comments:

*** Extra cost could occur if any unexpected problems or damage that are unrelated to the work being performed.



1030 Kansas Avenue, P.O. Box 5217
Modesto, CA 95352
e-mail: bobh@cumminscontracting.com

(209) 523-4523
(209) 524-0336 fax
CA Lic.# 641814

Date: April 15, 2010 Job No.
Attention: Bob Abbadie
Operation: Park Restrooms

TO: Town Of Discovery Bay
1800 Willow Lake Road
Discovery Bay, CA, 94505-9376

Location:
Phone: 925-634-1131
Fax: 925-513-2705

PROPOSAL

SCHEDULE AND PRICES: Cummins Contracting and Supply, Inc, hereinafter called Contractor, proposes to furnish material and/or labor described herein according to the following specification. (Any added work extra). Upon Approval, Materials Portion will be due upon receipt.

We propose to furnish all of the necessary labor, materials and equipment to complete the following scope of work:

SCOPE OF WORK

Park Restrooms:
Remove and haul off 6 existing toilet compartments
Install 6 new toilet compartments

**Option # 1: Floor Mounted, Overhead Braced, Solid Poly/Plastic
Heavy Duty Aluminum Hinges
Continuous Aluminum Channel Wall Brackets**

For the sum of: \$ 12,789.00

**Option # 2: Floor Mounted, Overhead Braced, Powder Coated, Metal
Standard Hinges
Chrome "U" Wall Brackets**

For the sum of: \$ 7,772.00

This is quoted as a prevailing wedge job

Excludes: Weekend or after hours work

Any unforeseen problems that may arise will be handled at our standard time and materials rate.

Terms: Cash upon completion unless otherwise specified. (OR) Finance charge of 1-1/2% per month (annual percentage rate of 18%) will be applied to previous months balance after deducting payments and credits received prior to 10th day of each current month.
LIMITATIONS: This proposal is rendered for immediate acceptance and the price quoted is guaranteed for 30 days. This proposal shall become a binding agreement only upon the Contractor's written acceptance hereof upon the Contractor's commencing performance; and upon such acceptance of commencement or performance, this shall constitute the entire contract and be binding upon the parties hereto.
It is further understood, that the Contractor shall not be responsible for damage or delay due to strikes, fire, accidents, or other causes beyond his reasonable control. If purchaser cancels this contract he agrees to pay Contractor 10% of the contract.
Contractor shall not be bound by any representations, promises, or warranties not contained in this Proposal which the Purchaser has read and understands and no change shall bind Contractor unless signed by his duly authorized official subsequent to signing or approval of this agreement.
PURCHASER AGREES TO PAY ALL COSTS OF COLLECTION, INCLUDING ATTORNEY'S FEES INCURRED IN THE EVENT OF THE LITIGATION TO COLLECT AMOUNT OF CONTRACT.
ORDERS FOR MADE-TO-MEASURE GOODS ARE NOT SUBJECT TO CANCELLATION.

Acceptance: _____

Approved for Cummins Contracting and Supply, Inc.

Date Approved: _____

Submitted by: Bob Holloway

By: Bob Holloway

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD. ANY QUESTIONS CONCERNING MAY BE REFERRED TO THE REGISTRAR - CONTRACTORS STATE LICENSE BOARD, 3132 BRADSHAW RD, SACRAMENTO, CA, MAILING ADDRESS: P.O. BOX 2600, SACRAMENTO, CA 95828 - STATE CONTRACTORS LICENSE #641814.



HAUAN & AREGIS, INC.

SPECIALTIES

www.jdspecialtiesco.com

LICENSE NO: 798303
(TOILET PARTITIONS & ACCESSORIES)
3149 TOMAHAWK DRIVE STOCKTON, CA 95205
TEL. (209) 467-0324 * FAX (209) 467-0327

QUOTATION

DATE	NUMBER
4/27/2010	141372-R

TOWN OF DISCOVERY BAY
RECEIVED
4.27.2010

CUSTOMER/ADDRESS
TOWN OF DISCOVERY BAY BOB ABBADIE / FAIRIN PEREZ TEL 925 567-6458 FAX 925 513-2705

PROJECT NAME	LOCATION	TERMS	ESTIMATOR
CORNELL PARK	DISCOVERY BAY	Net 30	DAN AREGIS
DESCRIPTION		TOTAL AMOUNT	
6 HEAD RAIL BRACED TOILET COMPARTMENTS, SOLID "HDPE" PLASTIC, ALUMINUM STIRRUP BRACKETS, STAINLESS STEEL SHOES, 8" ALUMINUM WRAP-AROUND HINGES, STANDARD HARDWARE. COLOR: BEIGE PER ATTACHED DRAWINGS **ADD \$480.00 FOR REMOVAL OF EXISTING PARTITIONS** <i>yes</i> ***NOT RESPONSIBLE FOR HOLES IN FLOOR OR WALLS FROM EXISTING PARTITIONS*** ****ADD \$856.00 FOR PHENOLIC IN LIEU OF SOLID PLASTIC**** <i>yes</i>		5,677.00 + 480.00 + 856.00 <hr/> 7,013 (7013)	
PRICE INCLUDES TAX AND INSTALLATION		TOTAL AMOUNT	\$5,677.00

(1) THIS QUOTE EXCLUDES DEMO, PATCHING, BLOCKING, BACKING AND CUT-OUTS. (2) PRICE INCLUDES OUR STANDARD INSURANCE OF \$1,000,000 PER OCCURANCE / \$2,000,000 AGGREGATE, THERE WILL BE AN ADD FOR ANY ADDITIONAL COVERAGE. (3) WAIVERS OF SUBROGATION ON WORKERS COMP. & AUTO ARE EXCLUDED, IF REQUIRED ADD \$100. FOR PER WAIVER. (4) JD SPECIALTIES IS AN OPEN SHOP PAYING PREVAILING WAGE.

**NO PACKING ABOVE 2nd
FLOOR WITHOUT
ELEVATOR ACCESS.**

ACCEPTED BY: _____



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

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

Agenda Title

Placement and Location of "Director Comments" portion of Agenda

Recommended Action

As Necessary

Executive Summary

At the September 15, 2010 Board Meeting, Director Tetreault inquired about the determination to place the "Director Comments" portion of the Agenda at the beginning of the Agenda for the first meeting of the month and at the end of the Agenda for the second meeting of the month. Director Tetreault requested that the "Director Comments" portion of the agenda be placed at the beginning of each agenda so that those members of the public that are in attendance are able to be better informed about issues and items of interest.

After a brief discussion, it was directed to place the item on the next agenda for a more thorough discussion.

At the January 7, 2004 Board Meeting, it was requested by Director Piepho that the "Director Comments" section be rotated every other month from the front to the end of the Agenda. Since that time, Director Comments are at the front of the agenda for the first meeting of the month and at the end of the agenda for the second meeting of the month.

However, pursuant to Board Policy §III.A.11. "Agenda formats, and the rules governing the running of the meetings will be up to the President and be governed by current and open meeting laws." Consequently, setting the format of the agenda is at the discretion of the President of the Board.

Staff is prepared to facilitate any changes to the agenda format pursuant to the direction of the President consistent with Board policy.

Fiscal Impact:

Amount Requested \$ N/A

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

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

Previous Relevant Board Actions for This Item

January 7, 2004
Board Policy

Attachments

January 7, 2004 Minutes
Board Policy §III.A.11

AGENDA ITEM: E-1



TOWN OF DISCOVERY BAY

1800 Willow Lake Road, Discovery Bay, CA 94514

Telephone: (925) 634-1131 Fax: (925) 513-2705

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
January 7, 2004
1800 Willow Lake Road, Discovery Bay, California

	<u>Board Members</u>
President-Ray Tetreault	(925) 516-2155
V. President-Bob Doran	(925) 634-5137
Treasurer-Maureen Murray	(925) 634-2170
Director-David Piepho	(925) 516-2358
Director-Barry Hinds	(925) 516-5869

A. ROLL CALL

The meeting was called to order at 7:00 p.m. by President Tetreault who led the Pledge of Allegiance. The four current Directors were present.

B. PUBLIC COMMENTS

There were no public comments made. President Tetreault then presented a dedication and service award to Mr. Hess. Recognition for Mr. Hess's years of service was also made by Brenda de la Ossa from the Supervisor Greenberg's office as well as Mary Piepho of Assemblyman Guy Houston's office, the Byron Union School District, and Mr. & Mrs. Piepho. The meeting then temporarily adjourned for refreshments.

C. DEPUTY SHERIFF'S REPORT

Lieutenant Mitch Lemay introduced the new East County Resident Deputy Tom Roybal. He also introduced Deputy Alonzo Terry. He then reported that for the month of December there were 3 residential burglaries, 7 thefts from autos, 9 arrests, 16 parking citations, and 1 moving citation and 3 vehicles that were towed. Lemay said the marine patrol also recovered stolen property from some of the boats at the marina, which also led to 4 -5 arrests. He then commented that the burglaries since then seem to be declining.

D. CHP REPORT

Officer Mark Mitchell reported that on Highway 4, classified under "other speeds" there were 33 for the month and 13 unsafe speeds. In addition there were 5 people cited on the wrong side of the road, 1 for stop signs and signals, 1 right of way, 7 other rules of the road, and 17 seatbelts, 3 equipment violations, 7 registrations, and all other was 21. On Vasco Road between Camino Diablo and Alameda County line there were 611 maximum speeds, 24 unsafe speeds, 3 wrong side of the road, 2 stop signs and signals, 2 other rules of the road, 32 seatbelts, 12 and equipment violations, 11 registrations, and all other violations were 31. Discussion then turned to the intersection at Camino Diablo on Vasco Road and the problems it is causing, as it is not a right hand turn lane only, as it was intended to be. Director Piepho asked that the Board put on an agenda this topic in order to write a letter to the County, regarding this dangerous intersection. Director Piepho also mentioned a call he received regarding the excessive amount of speeding on Cabrillo Point.

E. DISTRICT FINANCIAL REPORT

General Manager Virgil Koehne reported that there is a little over \$1.7 million dollars in the account.

F. CONSENT CALENDAR

1. Minute(s) previous meeting(s) of December 17th 2003
2. Various District Invoices

A motion was made by Vice President Doran to approve the Consent Calendar with correction given to Item 8 on page 2, changing the word "partial" to "parcel", and it was 2nd. The motion carried (4 yes, 0 no, 0 abstain).

G. NEW BUSINESS FOR BOARD CONSIDERATION

1. *Administration of Oath of Office for new Directors*
President Tetreault administered the Oath of Offices to both Vice President Doran, and Director Barry Hinds.
2. *Nominate and Appoint new District Board Officers for the 2004 Year*
Director Piepho nominated President Tetreault as President, and it was 2nd. The motion carried (5 yes, 0 no, 0 abstain). Nominations were then open for Vice President when Director Piepho nominated Vice President

would like to attend the January 26th, 2004 meeting at 10:00 am at the Pleasant Hill Community Center. It was noted that Vice President Doran, Director Piepho and Director Hinds would attend.

I. DIRECTORS' COMMENTS & STATUS REPORTS

President Tetreault – Commented that he felt a tool that would be helpful for Board members would be a report for whenever there has been an interruption in service to water/sewer. He explained that he would be looking for a one-page report that would include such items as date and time of interruption, and the length and cause of interruption. He added that if then the cause of the interruption were due to a weakness in our system, it would then be able to be tracked and therefore corrected. In addition, any trends would be able to be well noted. Director Piepho suggested it being an “Unusual Occurrence Report” which was also said could be e-mailed to the Directors. President Tetreault thanked Board members for having him serve as President another term.

Director Piepho – Commented again that he would like to see the “Directors Comments” section moved to the front of the agenda and rotated every other month. It was re-iterated that this would begin to transpire on the second meeting of the month. In addition, Director Piepho spoke about a private magazine that was mailed out to boat owners that focused on Discovery Bay, however it featured a family on the cover breaking several laws. He suggested agendaizing this for further discussion and possibly also have Legal Counsel review it as well. It was then suggested that Director Piepho also contact the Marine Patrol and Coast Guard too. He too thanked Board members for their service.

Director Hinds - Reported a beaver damn problem on Newport Drive where the drainage ditch is. Virgil Koehne responded that the problem is in process of being addressed. He also made reference to the signs along Newport Drive regarding the planting of vegetation and commented that he felt that trying to enforce this is challenging.

Vice President Doran – Made inquiries as to if the diffuser failed. Virgil then explained that hydraulically that they might not in fact be able to put in the “Y”. Vice President Doran then indicated that he would relay this back to Reclamation 800 District. In addition, he inquired about where things stood on the park rules. It was said that the M-8 Committee is scheduled to review them at this time. He then inquired as to the date and time of their plant inspection with Director Piepho. He then commented that at the Reclamation 800 meeting they plan to discuss the landscaping of the levy’s including the benches that were talked about, and voiced that he was not sure that the benches belong along Discovery Bay Boulevard.

Treasurer Murray – No Report

J. GENERAL MANAGER'S REPORT

Virgil Koehne gave an incident report of two interruptions in the water and 2 sewage overflows. At the Newport lift station, the pump caused a trip, which in turn caused the sewage to back up inside the pipes. The other occurred on Beaver Lane where a pipe developed a grease seal. Virgil also reported that a 30 to 40-ft. tree fell over on to a truck. He said the owner wanted the Town’s insurance carrier to take care of it, and the insurance company said it was an act of God, so that they would need to go through their own insurance for repairs.

K. CORRESPONDENCE RECEIVED & SENT

I. Received – Water Demand & Supply Evaluation from Luhdorff & Scalmanini (Virgil commented that this is the final report on the evaluation) New copies to be provided as well.

L. ADJOURNMENT

The meeting was adjourned at 9:04 p.m. to the next regular meeting on January 21, 2004 at 1800 Willow Lake Road, located in back of Delta Community Presbyterian Church.

SUB-COMMITTEE'S & THEIR MEETING TIMES

- M-8 & Zone 57 – 4th Wednesday of each month at 7pm & 8pm, 1800 Willow Lake Road
- Community Center Meeting – January 14, 2004 at 7pm, 1800 Willow Lake Road

Sim 1/13/04

6. Be well informed on the provisions of laws, ordinances and resolutions as they affect conduct of the Board.
 7. Attend meetings with promptness and regularity.
 8. Elect officers and confirm standing and ad hoc committee members and District representatives to external agencies
 9. Initiate, review and approve plans that will satisfy future requirements, including a long-range plan (five to ten years)
 10. Review and act upon plans and recommendations submitted by the Board committees and the General Manager. This action includes adoption, rejection, amendment or return to committee.
-
11. Agenda formats, and the rules governing the running of the meetings will be up to the President and be governed by current open meeting laws.
-
12. Single Board members will not represent the whole of the Board in other open or closed meetings without prior sanction by a majority direction of the Board.
 13. Board members are elected by their constituents and as such must conduct themselves in an ethical manner.

B. GENERAL CONDUCT OF BOARD OF DIRECTORS AND OFFICERS

1. No member of the Board or Officer of the District shall:
 - a. Represent his or her position as that of the Board unless the Board has acted upon that position.
 - b. Make unsolicited statements to anyone other than the Board during Board deliberations.
 - c. Issue any writings or statements to the press or public without clearly distinguishing which statements are his or her own and which are established Board positions. (Any writing not previously approved by the Board shall be on personal stationery and shall omit title and Board affiliation.)
 - d. Place on the agenda any item for Board action without providing to every Board member documentation he or she deems necessary for a decision at least twenty-four (24) hours prior to the meeting.
2. PREPARATION AND COMMITMENT

Board meetings will be notice^d according to the Ralph M. Brown Act of 1993, as amended.

The parliamentary procedure for conducting all meeting will be The New Robert's Rules of Order Revised.

The Board meets its obligations to the electorate by performing as a legislative, administrative and control body.

The Board has standing committees and appoints ad hoc committees as the need arises. The District's General Manager may serve as a member of these committees

director In the discharge of their duties, Board members act as a Board and not as individuals. *An individual*
He/she has no legal or moral right to speak for the Board, unless specifically authorized to do so by action of the Board.

III. RESPONSIBILITIES

A. Responsibilities of the Board Members.

1. To select a General Manager as the Board's chief administrative officer and professional advisor and properly delegate to him the authority and responsibility to execute its policies, enforce its rules and regulations, and administer the facilities, programs, and services of the District. Provide the General Manager with the necessary personnel and resources to carry out his responsibilities.
2. To adopt a District budget that provides the best possible facilities, programs, and services, within the limits of fiscal responsibility, to the people of the District.
3. To adopt a comprehensive set of Board policies and administrative procedures to govern the operation of the District. These policies and procedures shall be amended and revised as appropriate and shall be compiled and published in a Board Policies and Administrative Regulations Manual. The District shall keep at its offices a master copy of such manual, which shall be kept for all purposes the official record of the Board policies and administrative regulation of the District.
4. By motion, resolution, or ordinance conduct the business of the Board, taking those actions that ensure that satisfactory services are provided throughout the community.
5. Keep informed on agenda items and on-going business of the Board.



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

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

Agenda Title

Acceptance of bid and Contract Award to James Breneman for the Ravenswood Spray Park Capital Improvement Construction Project.

Recommended Action

Accept lowest responsible bid for the Ravenswood Spray Park Capital Improvement Project and award construction contract to James Breneman and authorize the Board President to execute related contract documents.

Executive Summary

Staff received Board authorization to contract design services for the Ravenswood Park Splash Pad Project on May 15, 2010 and project funding was approved on the 2010-2011 Operating and Capital Improvement Budget (June 16, 2010) Final drawings and specifications were received on August 13, 2010 and the project was released for public bid on August 26, 2010. The bid opening took place on September 28 at 2:00 p.m.

Out of the nine responsive bidders, James Breneman was the lowest at a total package (Mobilization/Site Protection, Grading, Splash Pad Equipment, Plumbing/Water Connections, Sewer Connection, Electrical Connections, Concrete, and Misc.) bid amount of One Hundred and Eleven Thousand Dollars (\$111,000). Bids ranged from a low of \$111,000 to \$184,077.

Staff thoroughly reviewed the complete bid package and licenses(s) status and found all bid documents to be in compliance and satisfactory.

Staff recommends the Board accept the lowest responsible bidder and awarding the contract for the Ravenswood Splash Pad to James Breneman. It should be noted that approval and award of this contract will require staff to return at a later date to modify the Discovery Bay Lighting & Landscaping Zone 9 Budget, as the total package cost is \$23,135 over the originally approved budget of \$87,865. That budget amendment will come before the board during the mid-year budget review in late January 2011.

Fiscal Impact:

Amount Requested - \$111,000

Sufficient Budgeted Funds Available?: No (Will require \$23,135 in Reserves)

Zone # 9 Category: Capital Fund# 4265

Previous Relevant Board Actions for This Item

Motion to Approve obtaining design bids for the water play feature and the lighting features (Ravenswood Park) – March 3rd, 2010.

Motion to Approve the design cost not exceed \$21,000 (Splash Pad – Ravenswood Park) – May 19th, 2010

Approval and Adoption of the Proposed Final 2010-2011 Operating and Capital Improvement Budgets for the Discovery Bay Lighting & Landscaping Zone #8 & Zone #9 – June 16, 2010

Attachments

Ravenswood Spray Park, Bid Summary

Bid Table for James Breneman

Discovery Bay Lighting 7 Landscaping Zone #9 Final Budget 2010-2011

AGENDA ITEM: E-2

BID SUMMARY
Ravenswood Spray Park

Owner: Town of Discovery Bay CSD
Project: Ravenswood Spray Park
Date: Sept. 28, 2010 @ 2:00p.m.

Opened: Calista Anderson
Witness: Sue Heint

CONTRACTOR / COMPANY NAME	DATE RCVD	TIME RCVD	Acknow	Addenda	BIDDER'S RESPON.	NON COLLUSION AFFIDAVIT	BOND	BID FORM	Total Bid \$
Blossom Valley Construction	9/28/2010	1:21p.m.	yes	yes	yes	yes	yes	yes	\$120,908.00
James Breneman	9/28/2010	1:31p.m.	yes	yes	yes	yes	yes	yes	\$111,000.00
Playground Unlimited	9/28/2010	1:35p.m.	yes	yes	yes	yes	yes	yes	\$125,555.00
Haskell & Haskell	9/28/2010	1:36p.m.	yes	yes	yes	yes	yes	yes	\$136,509.00
McFadden Construction	9/28/2010	1:39p.m.	yes	yes	yes	yes	yes	yes	\$139,650.00
Tricon Construction	9/28/2010	1:43p.m.	yes	yes	yes	yes	yes	yes	\$132,700.00
G&G Builders	9/28/2010	1:45p.m.	yes	yes	yes	yes	yes	yes	\$158,358.00
E.E. Gilbert Construction	9/28/2010	1:46p.m.	yes	yes	yes	yes	yes	yes	\$133,755.00
Western Water Feature	9/28/2010	1:50p.m.	yes	yes	yes	yes	yes	yes	\$184,077.00

Bid Summary for Ravenswood Spray Park 9/28/2010

Bid Table
Ravenswood Park – Splash Pad (Spray Park)

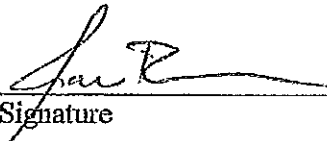
Bid Dollar Amount:

Bid Item #1 – Mobilization & Site Protection	\$ <u>3000.00</u>
Bid Item # 2 – Grading	\$ <u>11300.00</u>
Bid Item #3 – Splash Pad Equipment (Includes: Plumbing/Water Connections)	\$ <u>59400.00</u>
Bid Item #4 – Sewer Connection	\$ <u>2300.00</u>
Bid Item #5 – Landscape Drainage	\$ <u>2700.00</u>
Bid Item #6 – Electrical Connections	\$ <u>2600.00</u>
Bid Item #7 - Concrete (Pad and Pathways)	\$ <u>28000.00</u>
Bid Item #8 – Miscellaneous (Tree Removal, Start up, etc.)	\$ <u>1700.00</u>

Total: \$ 111,000.00

Written total dollar amount ONE HUNDRED ELEVEN THOUSAND

Authorized signature of Bidder:



Signature

JAMES BRENNAN

Printed Name

9/28/10

Dated

D.Bay L&L Park #9 District
 Revenue & Expenditure Budget vs. Actuals Worksheet 2009-2010
 Proposed FINAL Budget for 2010-11

Revenue:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Current Funds in Contra Costa County	740	\$83,412	\$186,736	\$247,587	\$242,637	98%	\$242,637	\$234,262
Accounts Payable - Yr End	500							
Retainage Account	510							
Disbursements	830	(\$88)	(\$103)					
Current Property Taxes	9010	\$87,493	\$87,493	\$87,514	\$82,418	94%	\$82,418	\$82,500
Property Tax Supplemental/Utility/Secured	9011/13/30/31							
SRA's State Rev Transfer	9018							
Property Taxes-Current Unsecured	9020							
Property Taxes-Prior-Unsecured	9035							
Earnings on Investment	9181	\$1,285	\$916					
H/O Prop Tax Relief/State Aid/in Lieu Taxes	9385/9435/9580							
Misc Revenue & Services	9799/93975							
Total Revenue		\$172,104	\$254,442	\$335,101	\$325,055	97.0%	\$325,055	\$316,762

Expenditure:	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru May	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Operating Expenses	2100							
Office Expenses, Books, Postage	2102	(\$50)	(\$50)	(\$50)	(\$50)	0%	(\$50)	(\$150)
Books, Periodicals & Subscriptions	2103	(\$50)	(\$50)	(\$50)	(\$50)	0%	(\$50)	(\$50)
Communications	2110	(\$100)	(\$37)	(\$100)	(\$37)	37%	(\$100)	(\$50)
Utilities (Street Lights, Water & Garbage)	2120	(\$5,000)	(\$5,317)	(\$5,000)	(\$5,317)	106%	(\$5,200)	(\$12,500)
Small Tools & Instruments	2130	(\$100)	(\$53)	(\$100)	(\$53)	53%	(\$100)	(\$100)
Minor Equipment, Furniture less than \$1000	2131	(\$100)	(\$100)	(\$100)	(\$100)	0%	(\$100)	(\$500)
Household Items	2170	\$0	(\$532)	(\$500)	(\$532)	76%	(\$532)	(\$700)
Public Notices	2180	(\$81)	(\$50)	(\$50)	(\$50)	0%	(\$100)	(\$150)
Memberships	2200	(\$500)	(\$500)	(\$500)	(\$500)	0%	(\$500)	(\$165)
Rent & Lease of Equipment	2250	\$0	\$0	\$0	\$0	0%	\$0	(\$500)
Computer Software	2251	(\$200)	(\$108)	(\$200)	(\$108)	55%	(\$150)	(\$200)
Maintenance of Equipment	2270	(\$300)	(\$300)	(\$300)	(\$300)	0%	(\$300)	(\$300)
Automotive Supplies & Repairs	2271	(\$500)	(\$500)	(\$500)	(\$500)	0%	(\$500)	(\$500)
Gasoline	2272	(\$75)	(\$153)	\$0	\$0	0%	\$0	(\$500)
Maintenance of Buildings	2281	(\$2,114)	(\$2,114)	(\$54,000)	(\$20,783)	38%	(\$32,573)	(\$48,540)
Grounds Maintenance	2282	(\$15)	(\$15)	(\$100)	(\$128)	128%	(\$150)	(\$250)
Requested Maintenance from County	2301	(\$373)	(\$1,900)	(\$5,000)	(\$3,066)	61%	(\$3,066)	(\$2,000)
Auto Mileage/Employee Reimbursement	2303	(\$3,855)	(\$3,882)	(\$13,000)	(\$5,000)	38%	(\$6,430)	(\$25,500)
Other Travel Employee Expenses	2310							(\$1,850)
Professional Services/Specialized Services	2310							
Staff Payroll	2360							
Insurance	2470							
Road/Construction Materials (Street Signs)	2470							
Other Special Expenses	2479	\$0	(\$1,249)	\$0	(\$1,249)	0%	(\$1,249)	(\$500)
Miscellaneous Services & Supplies	2490	(\$550)	(\$423)	(\$1,000)	(\$423)	42%	(\$423)	(\$500)
Taxes & Assessments	3530/3550							
Intfund Exp. (Investment & Property Tax Adm.)	3611							
Reimbursement for County Adm. Costs	5011	(\$5,368)	(\$9,543)	(\$85,150)	(\$31,880)	37%	(\$57,493)	(\$95,955)
Total Operating Expenses		(\$6,368)	(\$9,543)	(\$85,150)	(\$31,880)	37%	(\$57,493)	(\$95,955)

Expenditure: Capital/Asset	Acct. Code	2007/2008 Actuals	2008/2009 Actuals	2009/10 Budget	2009/10 Actuals thru April	2009/10 % of Budget	2009/10 Estimates for Yr End	2010/11 Proposed Budget
Various Parking Lot Improvements	4228			\$0				
Various Improvements (Splash Pad)	4265		(\$1,269)	\$0			(\$2,000)	(\$27,855)

Addition of water feature will increase water/pooler

Addition of 2nd Landscape Vehicle

Vendor Contract 35,040; Repair/Replace 13500

LM 12420; MM 7,170; Admin 5,975

3.5% of total policy

Structure & Walkway Repairs (Solar)	4546								
Playground Equipment	4789			(530,000)			0%	(17,300)	(\$11,000)
Tools & Sundry Equipment	4856								
Total Capital/Asset				(\$1,259)		\$0	0%	(\$39,300)	(\$98,865)
Reserves									
				(\$167,000)	(\$247,587)	(\$218,071)			(\$121,942)
Grand Total of Operating/Capital/Reserves				(\$5,368)	(\$362,737)	(\$249,891)	69%	(\$90,793)	(\$316,762)
Revenue Total minus Operating/Capital/Reserves	Fund Balance			\$165,736	\$77,630	\$75,164	n/a	\$234,262	\$0



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

October 6, 2010

Prepared By: Rick Howard, General Manager

Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park.

Recommended Action

Approve lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park and authorize the President of the Board to execute all associated lease documents.

Executive Summary

Staff has been working with T-Mobile West Corporation for the placement of a cellular antenna to be located on District owned property at the Newport Lift Station adjacent to Slifer Park.

The antenna will be a mono-palm antenna, disguised to resemble a palm tree. The antenna height will be approximately 70'. All associated transmission, electrical, and equipment cabinets will be enclosed within the confines of the Newport Lift Station. The initial term of the lease is five years. There are five (5) renewal terms, with each renewal term set at five (5) years, for a maximum total lease term of thirty (30) years. T-Mobile will pay the District \$2,000 per month during the initial lease period, for a total of \$120,000 for the initial five year term. Subsequent to the initial term, rent will increase by 15% for each five year renewal period. The total amount the District will receive if the lease continues to the thirty year termination period will be approximately \$1,050,000.

All associated documents relating to site plans and specifications are attached as a part of this report. Staff is in the process of working with T-Mobile West to finalize the terms of the agreement. Once the agreement has been finalized, it will be distributed to the Board and made a part of the public record.

Fiscal Impact:

Amount Requested \$

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

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

Previous Relevant Board Actions for This Item

This item has been before the Board on the following occasions:

July 1, 2009, February 3, 2010, March 17, 2010, April 21, 2010, and May 5, 2010

Attachments

1. Lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park.
2. Associated Site Plans

AGENDA ITEM: E-3

SITE LEASE TRANSMITTAL

Site Number: BA51985B
 Site Name: Slifer Park
 Market: Sacramento/Nevada

Date Turned In: _____

Site Acquisition Coordinator: John DaCruz

<p><u>Attached please find:</u></p> <p><input checked="" type="checkbox"/> 3 Landlord-signed leases</p> <p><input checked="" type="checkbox"/> 1 Landlord-signed/notarized memorandums</p> <p><input type="checkbox"/> Owner Authorization Agreement</p> <p><input type="checkbox"/> Landlord-signed W-9</p> <p><input type="checkbox"/> Authorization to sign lease (if applicable)</p>	<p><u>Market Information</u></p> <p>Market Entity Name: T-Mobile West Corporation</p> <p>Type of Entity: Delaware corporation</p> <p>Market address: 2380-A Bisso Lane Concord, CA 94520</p> <p>Director Name: _____</p> <p>Director Title: _____</p>
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NOTE: Enter a space (" ") into any fields which do not apply

<u>Landlord Information</u>	
<p>Landlord Name: Discovery Bay Community</p> <p>Landlord Entity: Services District, also know as (i.e. individual, corporation, LLC, etc.) Town of Discovery Bay</p> <p>Mailing Address: Community Services District</p> <p>Phone Number: 1800 Willow Lake Road</p> <p>Fax Number: Discovery Bay, CA 94505 925-634-1131</p>	<p>2nd Landlord Name: _____</p> <p>Additional Mailing Address (if any): _____</p> <p>Mailing Address: _____</p> <p>Phone Number: _____</p> <p>Fax Number: _____</p>

<p><u>Site Information</u></p> <p>Site Address: corner of Newport Drive and Slifer Drive</p> <p>Square Footage: Discovery Bay, CA 94505 630 square feet</p> <p>Parcel Number: 011-350-012</p>	<p><u>Option Terms</u></p> <p>Option Amount: \$2,000.00 = two thousand dollars</p> <p>Option Term: twelve (12) months</p> <p>Option Renewal Amt: \$2,000.00 = two thousand dollars</p> <p>Option Renewal Term: twelve (12) months</p>
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<u>Lease Terms</u>
<p>Payee Name: Discovery Bay Community Service District</p> <p>Rent Amount: \$2,000.00 = two thousand dollars</p> <p>Rent Frequency: Monthly</p> <p>Rent Increase: 15% = fifteen percent (increase over preceding Term)</p> <p>Lease Term: five (5) years</p> <p>Renewal Terms: five (5) additional five-year terms</p> <p>Cancel Terms: sixty (60) days prior</p> <p>Insurance: One Million (\$1,000,000.00)</p>

Instructions: *The preamble and section 12 and signature blocks and Addendum and exhibits and MOL are unprotected. Be sure to check these carefully and format properly – make corrections. BE CAREFUL!*

Comments (no non-standard terms)

Approved by:			
_____	_____	_____	_____
Real Estate Manager	Date	General Manager/Director	Date

SITE LEASE WITH OPTION

THIS SITE LEASE WITH OPTION (this "Lease") is by and between Discovery Bay Community Services District, also known as Town of Discovery Bay, a Community Services District ("Landlord") and T-Mobile West Corporation, a Delaware corporation ("Tenant").

1. Option to Lease.

(a) In consideration of the payment of two thousand and no/100 dollars (\$2,000.00) (the "Option Fee") by Tenant to Landlord, Landlord hereby grants to Tenant an option to lease the use of a portion of the real property described in the attached Exhibit A (the "Property"), on the terms and conditions set forth herein (the "Option"). The Option shall be for an initial term of twelve (12) months, commencing on the Effective Date (as defined below) (the "Option Period"). The Option Period may be extended by Tenant for an additional twelve (12) months upon written notice to Landlord and payment of the sum of two thousand and no/100 dollars (\$2,000.00) ("Additional Option Fee") at any time prior to the end of the Option Period.

(b) During the Option Period and any extension thereof, and during the term of this Lease, Landlord agrees to cooperate with Tenant in obtaining, at Tenant's expense, all licenses and permits or authorizations required for Tenant's use of the Premises (as defined below) from all applicable government and/or regulatory entities (including, without limitation, zoning and land use authorities, and the Federal Communications Commission ("FCC") ("Governmental Approvals"), including all land use and zoning permit applications, and Landlord agrees to cooperate with and to allow Tenant, at no cost to Landlord, to obtain a title report, zoning approvals and variances, land-use permits, and Landlord expressly grants to Tenant a right of access to the Property to perform surveys, soils tests, and other engineering procedures or environmental investigations on the Property necessary to determine that Tenant's use of the Premises will be compatible with Tenant's engineering specifications, system design, operations and Governmental Approvals. Notwithstanding the foregoing, Tenant may not change the zoning classification of the Property without first obtaining Landlord's written consent. During the Option Period and any extension thereof, Landlord agrees that it will not interfere with Tenant's efforts to secure other licenses and permits or authorizations that relate to other property. During the Option Period and any extension thereof, Tenant may exercise the Option by so notifying Landlord in writing, at Landlord's address in accordance with Section 12 hereof.

(c) If Tenant exercises the Option, then, subject to the following terms and conditions, Landlord hereby leases to Tenant the use of that portion of the Property sufficient for placement of the Antenna Facilities (as defined below), together with all necessary space and easements for access and utilities, as generally described and depicted in the attached Exhibit B (collectively referred to hereinafter as the "Premises"). The Premises, located at corner of Newport Drive and Slifer Drive, Discovery Bay, CA 94505, comprises approximately 630 square feet.

2. Term. The initial term of this Lease shall be five (5) years commencing on the date of the exercise of the Option (the "Commencement Date"), and terminating at midnight on the last day of the month of the initial term (the "Initial Term").

3. Renewal. Tenant shall have the right to extend this Lease for five (5) additional and successive five-year terms (each a "Renewal Term") on the same terms and conditions as set forth herein. This Lease shall automatically renew for each successive Renewal Term unless Tenant notifies Landlord, in writing, of Tenant's intention not to renew this Lease, at least thirty (30) days prior to the expiration of the Initial Term or any Renewal Term. If Tenant shall remain in possession of the Premises at the expiration of this Lease or any Renewal Term without a written agreement, such tenancy shall be deemed a month-to-month tenancy under the same terms and conditions of this Lease.

4. Rent.

(a) From and after the Commencement Date, Tenant shall pay Landlord or designee, as rent, two thousand and no/100 dollars (\$2,000.00) per month ("Rent"). The first payment of Rent shall be due within twenty (20) days following the Commencement Date and shall be prorated based on the days remaining in the month following the Commencement Date, and thereafter Rent will be payable monthly in advance by the fifth day of each month to Landlord at the address specified in Section 12 below. If this Lease is terminated for any reason (other than a default by Tenant) at a time other than on the last day of a month, Rent shall be prorated as of the date of termination and all prepaid Rent shall be immediately refunded to Tenant. Landlord, its successors, assigns and/or designee, if any, will submit to Tenant any documents required by Tenant in connection with the payment of Rent, including, without limitation, an IRS Form W-9.

(b) Upon the commencement of any Renewal Term hereunder, Rent will be increased for each such Renewal Term over the monthly or annual installment of Rent payable during the preceding Renewal Term by fifteen percent (15%).

5. Permitted Use. The Premises may be used by Tenant for the transmission and reception of radio communication signals and for the construction, installation, operation, maintenance, repair, removal or replacement of related facilities, including, without limitation, tower and base, antennas, microwave dishes, equipment shelters and/or cabinets and related activities.

6. Interference. Tenant shall not use the Premises in any way which interferes with the use of the Property by Landlord, or lessees or licensees of Landlord with equipment installed prior in time to Tenant's installation. Similarly, Landlord shall not use, nor shall Landlord permit its lessees, licensees, employees, invitees or agents to use, any portion of the Property in any way which interferes with the operations of Tenant. Such interference shall be deemed a material breach by the interfering party, who shall, upon written notice from the other, be responsible for terminating said interference. In the event any such interference does not cease promptly, the parties acknowledge that continuing interference may cause

this Lease, then all Rent shall abate until the Premises and/or the Antenna Facilities are restored to the condition existing immediately prior to such damage or destruction; or

(e) at the time title to the Property transfers to a condemning authority, pursuant to a taking of all or a portion of the Property sufficient in Tenant's determination to render the Premises unsuitable for Tenant's use. Landlord and Tenant shall each be entitled to pursue their own separate awards with respect to such taking. Sale of all or part of the Property to a purchaser with the power of eminent domain in the face of the exercise of the power shall be treated as a taking by condemnation; or

(f) upon thirty (30) days written notice by Tenant if Tenant determines that the Property or Antenna Facilities are inappropriate or unnecessary for Tenant's operations due to economic reasons.

(g) within ninety (90) days of the termination of this Lease, Tenant shall remove the Antenna Facilities from the Premises and shall restore the Premises to the condition in which it existed immediately prior to the Commencement Date, reasonable wear and tear and casualty excepted, and Tenant shall remove all foundations installed by Tenant to a level that one (1) foot below grade.

9. Default and Right to Cure. Notwithstanding anything contained herein to the contrary and without waiving any other rights granted to it at law or in equity, each party shall have the right, but not the obligation, to terminate this Lease on written notice pursuant to Section 12 hereof, to take effect immediately, if the other party (i) fails to perform any covenant for a period of thirty (30) days after receipt of written notice thereof to cure.

10. Taxes. Landlord shall pay when due all real property taxes for the Property, including the Premises. In the event that Landlord fails to pay any such real property taxes or other fees and assessments, Tenant shall have the right, but not the obligation, to pay such owed amounts and deduct them from Rent amounts due under this Lease. Notwithstanding the foregoing, Tenant shall pay any personal property tax, real property tax, possessory interest tax or any other tax or fee which are directly attributable to the presence of installation of the Tenant's Antenna Facilities, only for so long as this Lease has not expired of its own terms or is not terminated by either party. Landlord hereby grants to Tenant the right to challenge, whether in a Court, Administrative Proceeding, or other venue, on behalf of Landlord and/or Tenant, any personal property or real property tax assessments that may affect Tenant. If Landlord receives notice of any personal property or real property tax assessment against the Landlord, which may affect Tenant and is directly attributable to Tenant's installation, Landlord shall provide timely notice of the assessment to Tenant sufficient to allow Tenant to consent to or challenge such assessment. Further, Landlord shall provide to Tenant any and all documentation associated with the assessment and shall execute any and all documents reasonably necessary to effectuate the intent of this Section 10.

11. Insurance and Subrogation and Indemnification.

(a) Tenant shall provide Commercial General Liability Insurance in an aggregate amount of One Million and no/100 dollars (\$1,000,000.00). Tenant may satisfy this requirement by obtaining the appropriate endorsement to any master policy of liability insurance Tenant may maintain.

(b) Landlord and Tenant hereby mutually release each other (and their successors or assigns) from liability and waive all right of recovery against the other for any loss or damage covered by their respective first party property insurance policies for all perils insured thereunder. In the event of such insured loss, neither party's insurance company shall have a subrogated claim against the other. To the extent loss or damage is not covered by their first party property insurance policies, Landlord and Tenant each agree to indemnify and hold harmless the other party from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, to the extent caused by or arising out of (a) the negligent acts or omissions or willful misconduct in the operations or activities on the Property by the indemnifying party or the employees, agents, contractors, licensees, tenants and/or subtenants of the indemnifying party, or (b) a breach of any obligation of the indemnifying party under this Lease. Notwithstanding the foregoing, this indemnification shall not extend to indirect, special, incidental or consequential damages, including, without limitation, loss of profits, income or business opportunities to the indemnified party or anyone claiming through the indemnified party. The indemnifying party's obligations under this section are contingent upon (i) its receiving prompt written notice of any event giving rise to an obligation to indemnify the other party and (ii) the indemnified party's granting it the right to control the defense and settlement of the same. Notwithstanding anything to the contrary in this Lease, the parties hereby confirm that the provisions of this section shall survive the expiration or termination of this Lease. Tenant shall not be responsible to Landlord, or any third-party, for any claims, costs or damages (including, fines and penalties) attributable to any pre-existing violations of applicable codes, statutes or other regulations governing the Property, including the Premises.

12. Notices. All notices, requests, demands and other communications shall be in writing and are effective three (3) days after deposit in the U.S. mail, certified and postage paid, or upon receipt if personally delivered or sent by next-business-day delivery via a nationally recognized overnight courier to the addresses set forth below. Landlord or Tenant may from time to time designate any other address for this purpose by providing written notice to the other party.

If to Tenant, to:
T-Mobile USA, Inc.
12920 SE 38th Street
Bellevue, WA 98006

Attn: PCS Lease Administrator

With a copy to:
Attn: Legal Dept.

(b) Each party agrees to furnish to the other, within twenty (20) days after request, such truthful estoppel information as the other may reasonably request.

(c) This Lease constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements. There are no representations or understandings of any kind not set forth herein. Any amendments to this Lease must be in writing and executed by both parties.

(d) Each party agrees to cooperate with the other in executing any documents (including a Memorandum of Lease in substantially the form attached hereto as Exhibit C) necessary to protect its rights or use of the Premises. The Memorandum of Lease may be recorded in place of this Lease by either party. In the event the Property is encumbered by a mortgage or deed of trust, Landlord agrees, upon request of Tenant, to obtain and furnish to Tenant a non-disturbance and attornment agreement for each such mortgage or deed of trust, in a form reasonably acceptable to Tenant. Tenant may obtain title insurance on its interest in the Premises. Landlord agrees to execute such documents as the title company may require in connection therewith.

(e) This Lease shall be construed in accordance with the laws of the state in which the Property is located.

(f) If any term of this Lease is found to be void or invalid, such finding shall not affect the remaining terms of this Lease, which shall continue in full force and effect. The parties agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable. Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof. No provision of this Lease will be deemed waived by either party unless expressly waived in writing signed by the waiving party. No waiver shall be implied by delay or any other act or omission of either party. No waiver by either party of any provision of this Lease shall be deemed a waiver of such provision with respect to any subsequent matter relating to such provision.

(g) The persons who have executed this Lease represent and warrant that they are duly authorized to execute this Lease in their individual or representative capacity as indicated.

(h) This Lease may be executed in any number of counterpart copies, each of which shall be deemed an original, but all of which together shall constitute a single instrument.

(i) All Exhibits referred to herein and any Addenda are incorporated herein for all purposes. The parties understand and acknowledge that Exhibit A (the legal description of the Property) and Exhibit B (the Premises location within the Property), may be attached to this Lease and the Memorandum of Lease, in preliminary form. Accordingly, the parties agree that upon the preparation of final, more complete exhibits, Exhibits A, and/or B, as the case may be, which may have been attached hereto in preliminary form, may be replaced by Tenant with such final, more complete exhibit(s). The terms of all Exhibits are incorporated herein for all purposes.

(j) If Landlord is represented by any broker or any other leasing agent, Landlord is responsible for all commission fee or other payment to such agent, and agrees to indemnify and hold Tenant harmless from all claims by such broker or anyone claiming through such broker. If Tenant is represented by any broker or any other leasing agent, Tenant is responsible for all commission fee or other payment to such agent, and agrees to indemnify and hold Landlord harmless from all claims by such broker or anyone claiming through such broker.

The effective date of this Lease is the date of execution by the last party to sign (the "Effective Date").

EXHIBIT A

Legal Description

The Property is legally described as follows:

THE LAND DESCRIBED HEREIN IS SITUATED IN THE STATE OF CALIFORNIA, COUNTY OF CONTRA COSTA, UNINCORPORATED AREA, AND IS DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL "D", AS SAID PARCEL IS SHOWN AND SO DESIGNATED ON THE OFFICIAL MAP OF SUBDIVISION 7686, RECORDED MARCH, 23, 2000, IN BOOK 418 OF MAPS AT PAGE 26, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWESTERN CORNER OF SAID PARCEL;

THENCE FROM SAID POINT OF BEGINNING, ALONG THE WESTERN LINE OF SAID PARCEL, THE FOLLOWING TWO COURSES:

1) NORTH 44 DEGREES 28'44" WEST 12.010 METERS, AND

2) ALONG THE ARC OF A TANGENT 169.600 METER RADIUS CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 01 DEGREES 07'40", AN ARC DISTANCE OF 3.339 METERS;

THENCE LEAVING SAID WESTERN LINE, NORTH 44 DEGREES 41'00" EAST, 9.681 METERS;

THENCE, NORTH 45 DEGREES 19'00" WEST, 3.100 METERS;

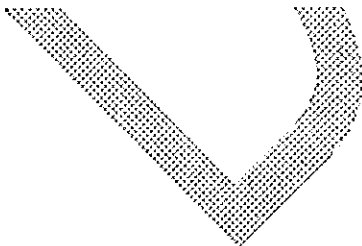
THENCE, NORTH 44 DEGREES 41'00" EAST, 12.121 METERS;

THENCE, SOUTH 45 DEGREES 19'00" EAST, 14.179 METERS;

THENCE, SOUTH 44 DEGREES 41'00" WEST, 5.486 METERS;

THENCE, SOUTH 45 DEGREES 19'00" EAST 10.323 METERS TO A POINT ON THE EASTERN LINE OF SAID PARCEL.

A.P.N. 011-350-012



T-MOBILE WEST CORPORATION:

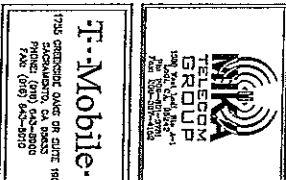
T-Mobile

SITE NAME:

SLIFER PARK

SITE NUMBER:

BA51985B



1705 GARDNER BLVD. SUITE 100
 FORT WORTH, TEXAS 76104
 Phone: (817) 544-8800
 Fax: (817) 544-8810

SUPER PARK
 BA51985B
 CORNER OF NEWPORT
 DRIVE & SLIFER DRIVE
 DISCOVERY BAY, CA
 94505

CURRENT ISSUE DATE:
2.9.10
 ISSUED FOR:
100% ZONING

STAMP:

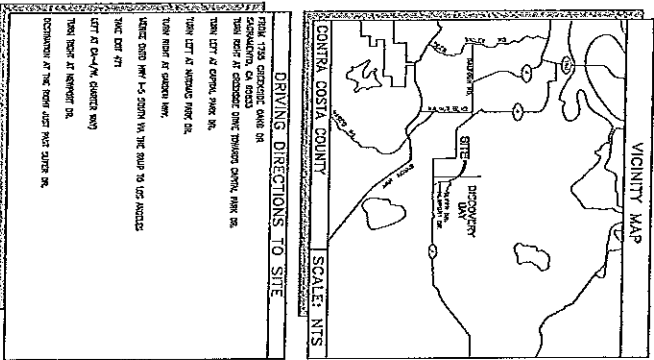
PROJECT NO:	BA51985B
DOMAIN BY:	DBR/BALS
CHECKED BY:	SAL ARIZ, JR.
DATE:	1/29/2010
ISSUE:	100% ZONING
NO.	3121100
DATE:	1/29/2010
ISSUE:	100% ZONING

SHEET TITLE: **T-1**

SHEET NUMBER: **T-1**

FILE SUBMITTAL:

FILE NAME:



PROJECT DATA

SITE ADDRESS: 1705 GARDNER BLVD SUITE 100, FORT WORTH, TEXAS 76104
 PROJECT NAME: SUPER PARK
 SITE NUMBER: BA51985B

OWNER: T-MOBILE WEST CORPORATION
 PROJECT MANAGER: SAL ARIZ, JR.
 PHONE: (817) 544-8800
 FAX: (817) 544-8810

APPLICABLE CODE COMPLIANCE

1. CALIFORNIA ADMINISTRATIVE CODE
 2. CALIFORNIA HEALTH CARE CODE
 3. CALIFORNIA MEDICAL CODE
 4. CALIFORNIA BUSINESS AND PROFESSIONS CODE
 5. CALIFORNIA LABOR CODE
 6. CALIFORNIA WELFARE AND INSTITUTIONAL CODE
 7. CALIFORNIA EDUCATION CODE
 8. CALIFORNIA FIRE CODE
 9. CALIFORNIA PENAL CODE
 10. CALIFORNIA GOVERNMENT CODE
 11. CALIFORNIA CIVIL CODE
 12. CALIFORNIA EVIDENCE CODE
 13. CALIFORNIA PROBATE CODE
 14. CALIFORNIA VEHICLE CODE
 15. CALIFORNIA WILLS AND TESTAMENTS CODE
 16. CALIFORNIA UNIFORM COMMERCIAL CODE
 17. CALIFORNIA UNIFORM TRANSFER ON DEATH ACT
 18. CALIFORNIA UNIFORM FIDUCIARY INSTRUMENTS ACT
 19. CALIFORNIA UNIFORM PROBATE ACT
 20. CALIFORNIA UNIFORM REAL PROPERTY LEGATION ACT

PROJECT CONTACT

LANDLORD: T-MOBILE WEST CORPORATION
 1705 GARDNER BLVD SUITE 100
 FORT WORTH, TEXAS 76104
 PHONE: (817) 544-8800
 FAX: (817) 544-8810

APPLICABLE: 100% ZONING

PROJECT CONTACT: SAL ARIZ, JR.
 1705 GARDNER BLVD SUITE 100
 FORT WORTH, TEXAS 76104
 PHONE: (817) 544-8800
 FAX: (817) 544-8810

PROJECT TEAM

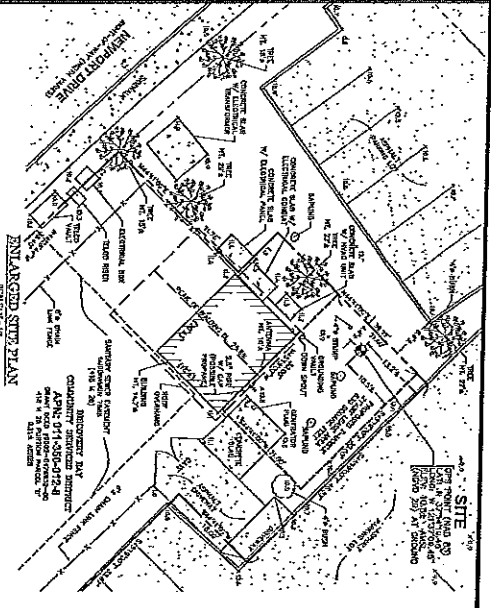
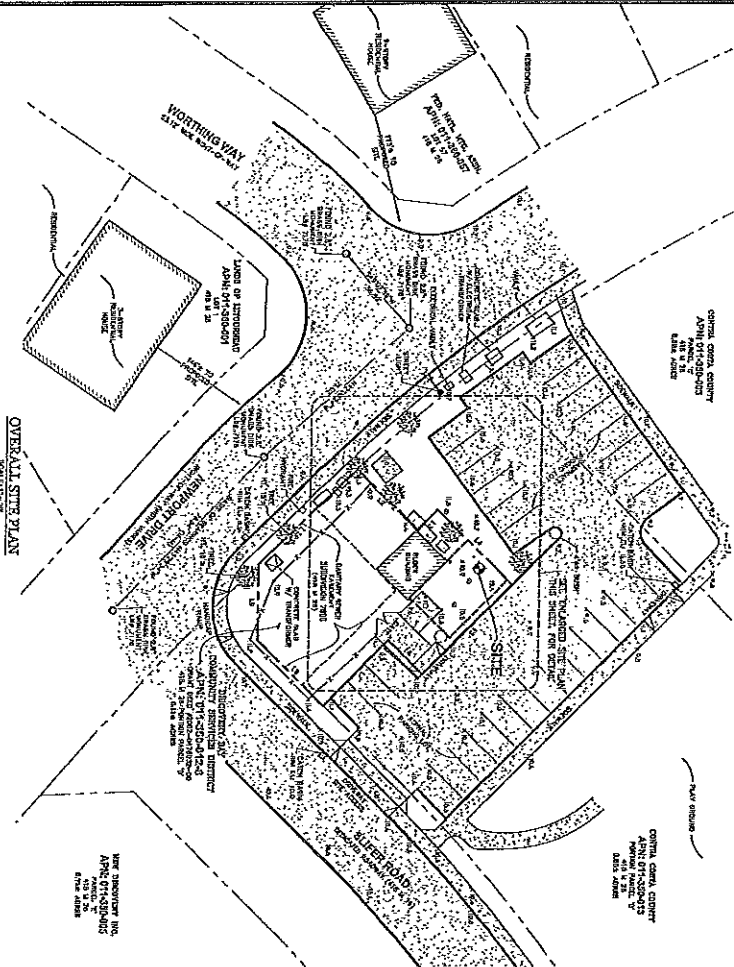
REGISTERED ARCHITECT/ENGINEER/SURVEYOR
 SAL ARIZ, JR.
 1705 GARDNER BLVD SUITE 100
 FORT WORTH, TEXAS 76104
 PHONE: (817) 544-8800
 FAX: (817) 544-8810

SIGNATURE BLOCK

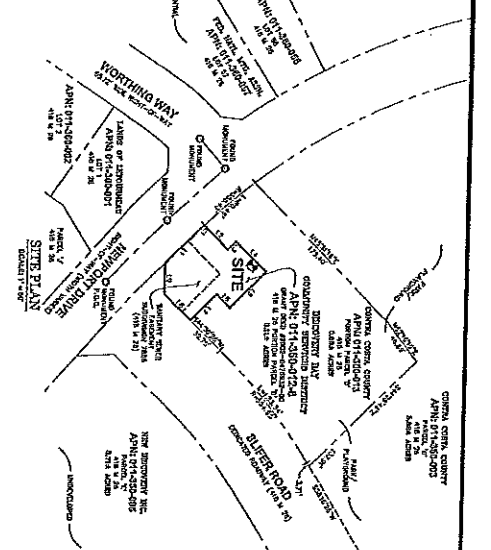
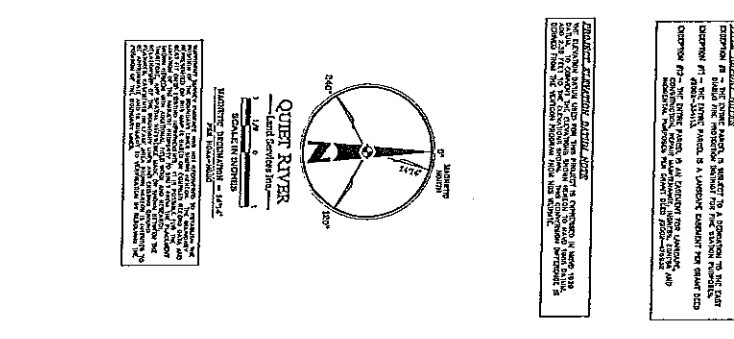
REFS.	SIGNATURE	DATE
LANDLORD:		
PER ENGINEER:		
PER ARCHITECT:		
PER SURVEYOR:		
PER OTHER:		

SHEET INDEX

SHEET NO.	TITLE
1	OVERVIEW
2	TITLE SHEET
3	GENERAL NOTES, LEGENDS & APPENDICES
4	TOPOGRAPHIC SURVEY
5	SITE PLAN & UTILITIES DRIBT
6	SCENIC & SOIL EXAMINING
7	REPORT & RECOMMENDATIONS



NO.	DESCRIPTION	DATE
1	AS-BUILT	11/20/09
2	REVISION	11/20/09
3	REVISION	11/20/09
4	REVISION	11/20/09
5	REVISION	11/20/09
6	REVISION	11/20/09
7	REVISION	11/20/09
8	REVISION	11/20/09
9	REVISION	11/20/09
10	REVISION	11/20/09



GENERAL NOTES:

- This is a preliminary plan. It is not intended to be used for construction without the approval of the local authority having jurisdiction.
- The owner is responsible for obtaining all necessary permits and approvals from the local authority having jurisdiction.
- The owner is responsible for providing all necessary information and data to the engineer.
- The engineer is not responsible for any errors or omissions in this plan.
- The engineer is not responsible for any changes or modifications to this plan.
- The engineer is not responsible for any claims or damages arising from the use of this plan.
- The engineer is not responsible for any claims or damages arising from the use of this plan.
- The engineer is not responsible for any claims or damages arising from the use of this plan.
- The engineer is not responsible for any claims or damages arising from the use of this plan.
- The engineer is not responsible for any claims or damages arising from the use of this plan.

CLIENT INFORMATION:

Client: **QUIVER RIVER**
 Address: **2033 West Van Hook Road, Astoria, OR 97103**
 Phone: **(503) 325-1234**
 Email: **info@quiverriver.com**

PROJECT INFORMATION:

Project Name: **QUIVER RIVER TELECOM GROUP**
 Project No: **100% ZONING**
 Issue Date: **01.20.09**

QUIVER RIVER
 2033 West Van Hook Road, Astoria, OR 97103
 (503) 325-1234
 www.quiverriver.com

PROJECT NO: BAJ10838
DRAWN BY: MAS
CHECKED BY: KMM
DATE: 11/20/09
TITLE: 100% ZONING

SHEET NUMBER: C1

TOPOGRAPHIC SURVEY

DATE: 11/20/09

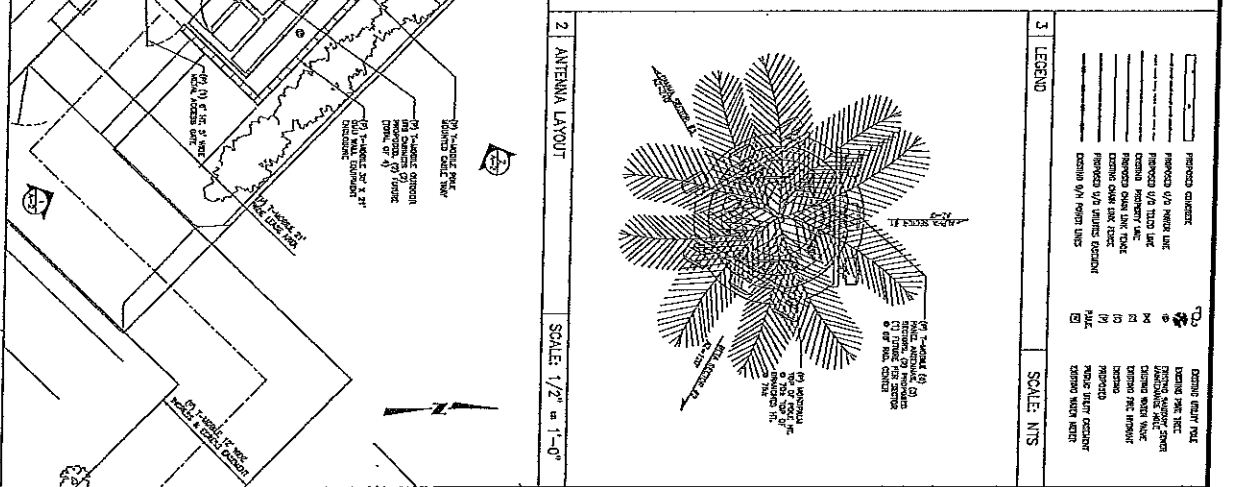
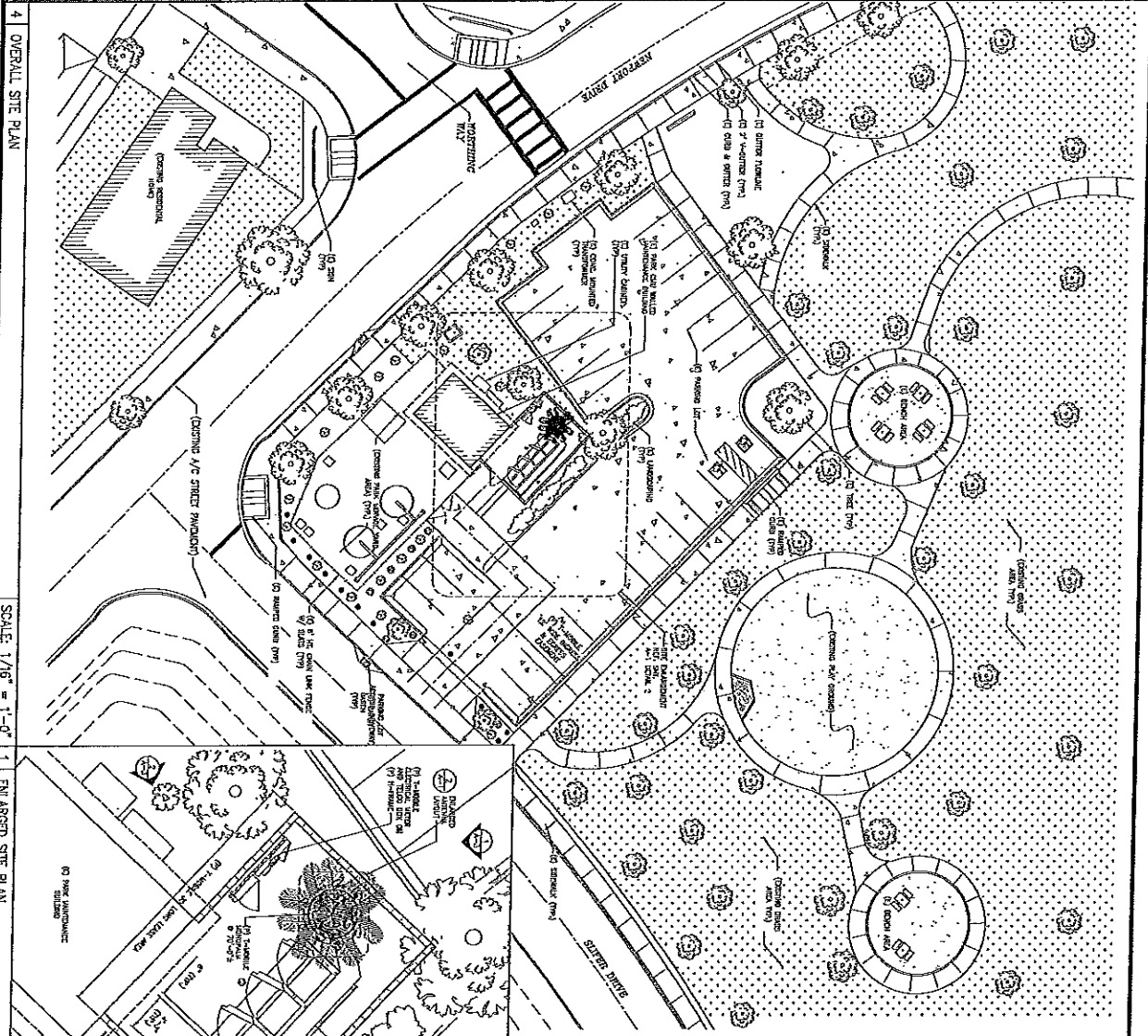
QUIVER RIVER TELECOM GROUP
 2033 West Van Hook Road, Astoria, OR 97103
 (503) 325-1234
 www.quiverriver.com

F-Mobile
 1735 EMERSON OAKS DRIVE
 SUITE 200
 ASTORIA, OR 97103
 PHONE: (503) 325-1234
 FAX: (503) 325-1234

SUPER PARK
 1735 EMERSON OAKS DRIVE
 SUITE 200
 ASTORIA, OR 97103
 PHONE: (503) 325-1234
 FAX: (503) 325-1234

NEWPORT DR. @ SLIVER RD.
 DISCOVERY BAY OJ BARBERS
 COURTESY COSTA COUNTY

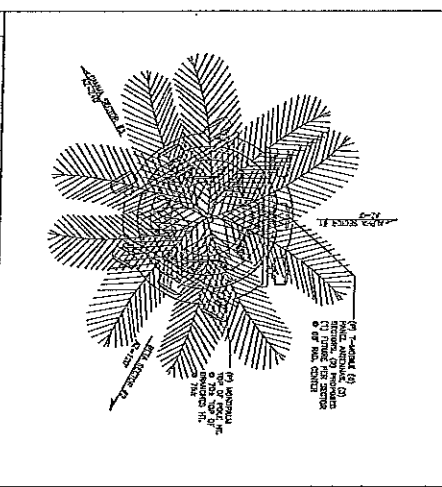
CURRENT ISSUE DATE: 01.20.09
ISSUED FOR: 100% ZONING



3 LEGEND

	PROPOSED BUILDING		EXISTING UTILITY POLE
	PROPOSED 1/2" TREE		EXISTING 1/2" TREE
	PROPOSED 1/2" SHRUB		EXISTING 1/2" SHRUB
	PROPOSED 1/2" GROUND COVER		EXISTING 1/2" GROUND COVER
	PROPOSED 1/2" LAWN		EXISTING 1/2" LAWN
	PROPOSED 1/2" SIDEWALK		EXISTING 1/2" SIDEWALK
	PROPOSED 1/2" DRIVEWAY		EXISTING 1/2" DRIVEWAY
	PROPOSED 1/2" PARKING LOT		EXISTING 1/2" PARKING LOT
	PROPOSED 1/2" ROAD		EXISTING 1/2" ROAD
	PROPOSED 1/2" UTILITY LINE		EXISTING 1/2" UTILITY LINE

SCALE: NTS



4 OVERALL SITE PLAN

SCALE: 1/16" = 1'-0"

1 ENLARGED SITE PLAN

SCALE: 3/16" = 1'-0"

PROJECT NO: BA519858

DRAWN BY: D.BARKANS

CHECKED BY: S.M. WITZ, J.R.

DATE: 11/10/00

SCALE: 1/16" = 1'-0"

100% ZONING

1755 GERRARD AVE. SUITE 100
SAN ANTONIO, TX 78205
TEL: (512) 343-2200
FAX: (512) 343-2201

T-Mobile

SUPER PARK
BA519858
CORNER OF NEWPORT DRIVE & SUPER DRIVE
DISCOVERY BAY, CA
94905

CURRENT ISSUE DATE:
2.9.10
ISSUED FOR:
100% ZONING

SHEET TITLE:
OVERALL SITE PLAN, ENLARGED SITE PLAN & ANTENNA LAYOUT

SHEET NUMBER:
A-1

1st SUBMITTAL:
2nd SUBMITTAL:
FILE NAME:



T-Mobile
 1780 SERRANO ROAD IN SUITE 100
 SACRAMENTO, CALIFORNIA 95834
 PHONE (916) 644-8000
 FAX (916) 644-0010

SULFER PARK
 BAST19SSB
 CORNER OF NEWPORT
 DRIVE & SULFER DRIVE
 DISCORD/ESTY BLDG, CA
 94505

CURRENT ISSUE DATE:
2.9.10
 ISSUED FOR:
100% ZONING

STAMP:

PROJECT NO:	BAST19SSB
DRAWN BY:	D.BARKUS
CHECKED BY:	SNL WRTZ JR
DATE	ISSUE
1/23/10	02% ZONING
2/2/10	100% ZONING

SHEET TITLE
SOUTH & EAST ELEVATIONS

SHEET NUMBER
A-2

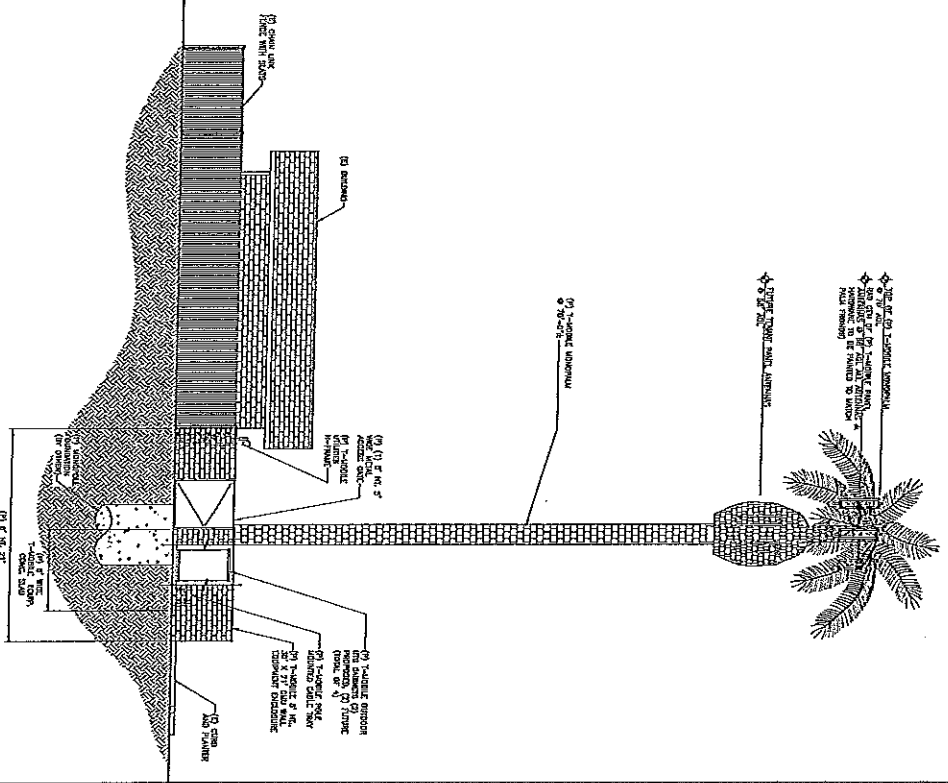
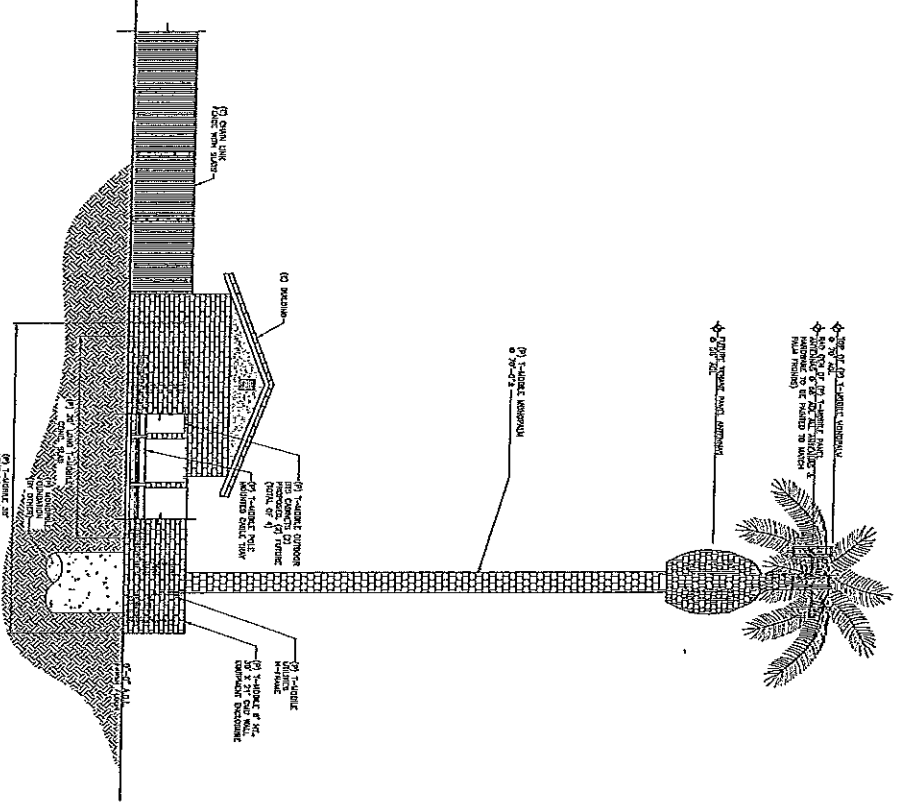
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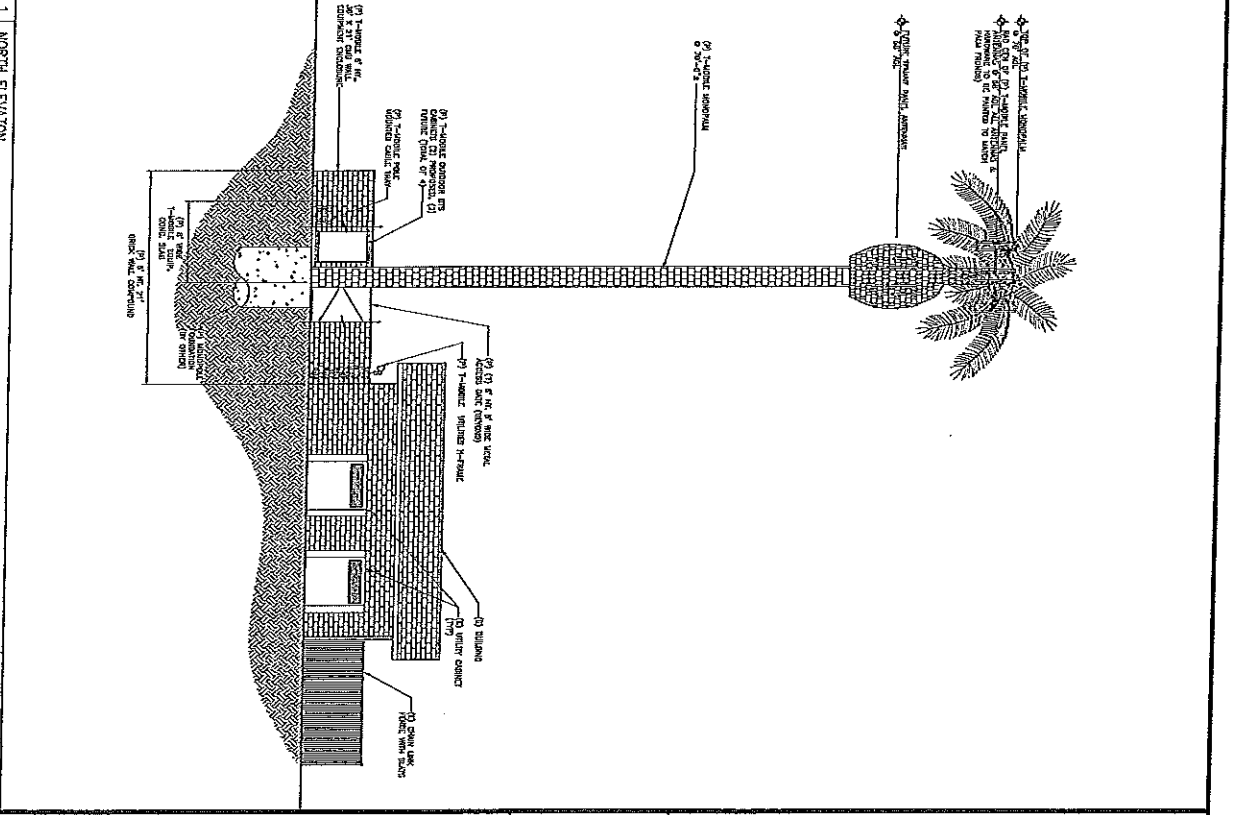
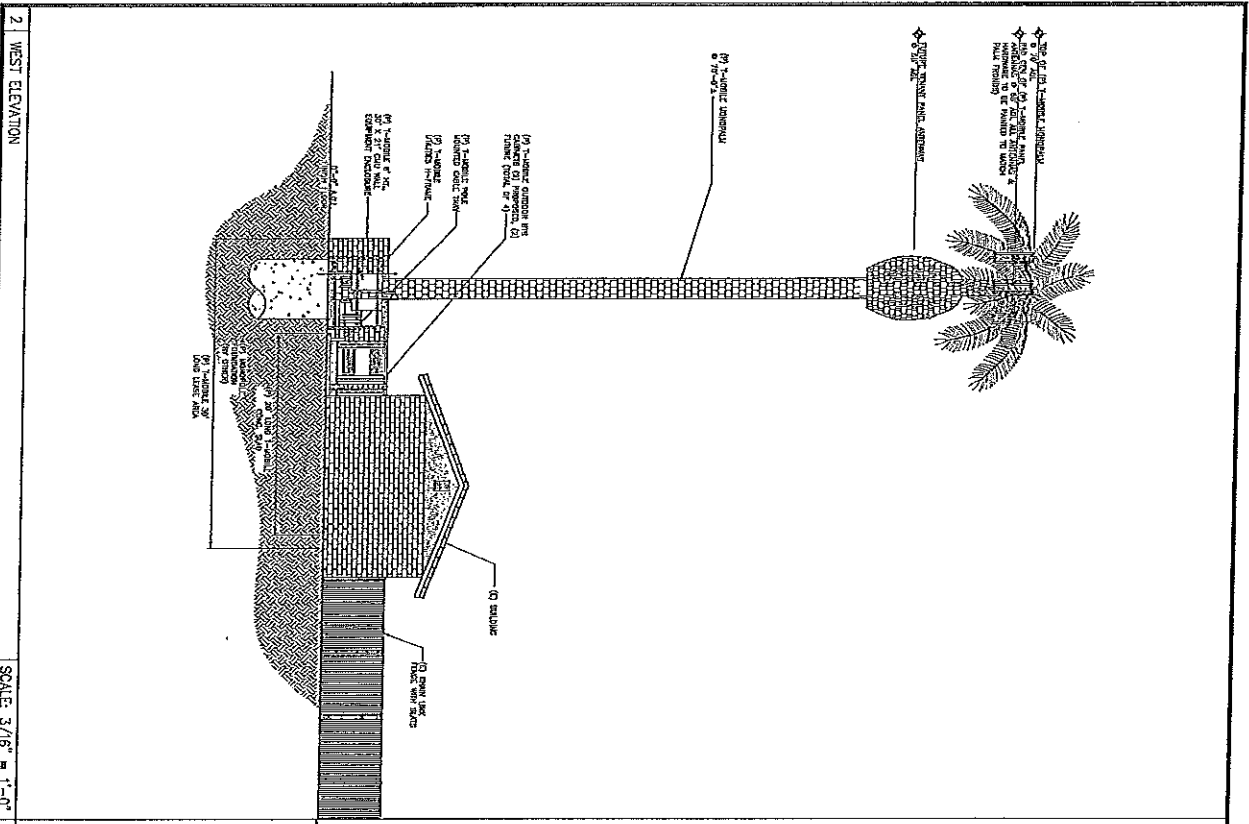
2 EAST ELEVATION

SCALE 3/16" = 1'-0"

1 SOUTH ELEVATION

SCALE 3/16" = 1'-0"





2 WEST ELEVATION

SCALE 3/16" = 1'-0" 1 NORTH ELEVATION

SCALE 3/16" = 1'-0"

	<p>T-Mobile</p> <p>1755 ENCINO CANYON BLVD SUITE 100 SAN ANTONIO, CA 78233 TEL: (512) 445-2200 FAX: (512) 445-2200</p>	<p>SILVER PARK BA51985B CORNER OF NEWPORT DRIVE & SILVER DRIVE DISCOVERY BAY, CA 94905</p>	<p>CURRENT ISSUE DATE: 2.9.10 ISSUED FOR: 100% ZONING</p>
<p>PROJECT NO.: BA51985B</p> <p>DRAWN BY: O.BARNAUS</p> <p>CHECKED BY: SAI WARTZ, JIN</p> <p>DATE: 08.04.09 1. 12.03.09 SITE REVIEW 2. 12.10.09 BOX ZONING 3. 2.2.10 100% ZONING</p>			
<p>SHEET TITLE: NORTH & WEST ELEVATIONS</p>			
<p>SHEET NUMBER: A-3</p>			
<p>1st SUBMITTAL: 2nd SUBMITTAL: FILE NAME:</p>			



MONTHLY OPERATIONS REPORT

August 2010

Town of Discovery Bay, CA

SAFETY & TRAINING:

Discovery Bay project has had "No Lost-Time" Accidents

As of August 20, 2010, Veolia Water has worked a total of 13799.75 hours of Incident Free Operation.

Training

- Blood Borne Pathogens
- Manhole Covers-Using the Proper Tools
- UV safety when conducting PM's
- Working the Buddy System
- Heat Stress, heat exhaustion, heat stroke, and heat cramps.
- Section 5.5 of the H & S Manual regarding the hazards and proper tool usage for removing manhole covers.

Crime Alert – Office of the Sheriff, Contra Costa County

Discussed residential burglaries (8) that have occurred from Aug 1-23. Also discussed a boat theft that occurred. Provided Veolia Water staff, signs to be aware of and the appropriate phone numbers should they witness something suspicious.

Compliance Summary:

- No Wastewater permit limit violations occurred in August.
- No Water violations or excursions occurred in August.
- No SSO events occurred in August.

The July data tabulated below represents no violations or excursions

Parameter	Previous Month's Performance
	July
<i>WW Influent /Effluent</i>	
Flow, MG Effluent	50.82
Influent BOD ₅ , mg/L/day, monthly avg.	153
Influent TSS, mg/L/day, monthly avg.	155
Effluent BOD ₅ , mg/L, monthly avg.	1.0
Effluent TSS, mg/L, monthly avg.	13.9
Total Coliform 7 day Median Max	23.0
Total Coliform Daily Maximum	300
TSS Effluent Composite Max Result MG/L	18
TSS Effluent Composite Max Result LBS	242

Only previous month's data is provided as current month's data has not been fully received from laboratory.

Total Wastewater Treated Million Gallons MG

Month	Totals (million gallons)
August	54.91
July	53.77
June	48.38

Total Water Produced: Million Gallons MG

Month	Willow Lake WTP	Newport WTP	Totals (million gallons)
August	126.37	90.37	216.74
July	104.54	107.79	212.33
June	33.18	110.18	143.36

The Willow Lake flow meter was replaced with the meter from the dewatering area while it is being repaired. Veolia is using the "raw water to be treated" flow data until the meter is repaired. The RAW water data does not appear to be consistent with historical flow data. The RAW flow meter will be calibrated for accuracy and a new



meter will be installed for the finish. The results for July and August are unusually high and may not reflect accurately.

Water Quality Reports:

Samples collected	No. Total Coliform Positives	No. Fecal/E. coli Positives
16	0	0

Operations Summary:

Veolia hired Shawn Norris, a resident of Discovery Bay. He has a grade II WW license and a class "B" CDL. He is scheduled to take his Water examination this Fall. Two moles were received at plant two for the Solar Driers.

Effluent Pump #3 at plant 1 was pulled and is waiting new seals for the electrical cord. The two new chemical pumps purchased seem to be functioning well. There may still be a concern for air binding as the chlorine will gas off in piping systems.

Trojan Field Technician was on site in August to continue with evaluation and repairs to the Trojan 3000 system. Parts were ordered and received based on a previous visit but sleeves had not yet come in. We were unable to submerge the unit to water test the modules. A subsequent visit has been scheduled.

28 extra Total Coliform samples were collected as a result of the triggered turbidity requirement. The NTU sensor is spiking. It is not known if the spiking is due to small particles sloughing off or fouling on the lens or if there is an electrical short causing "noise" in the trending. Veolia consulted Hach Technical Group who stated the sensor needs to be permanently mounted. Hach has explained they have the hardware for the existing sensor units. Veolia purchased an analog card that will generate a graph based on polled data each hour. It will be used as a redundant system monitoring back up to call operations if NTU has gone over the hourly average.

Ground Water Monitoring was conducted this month. The samples were collected based on consistence of conductivity, pH and temperature.

The NPDES Discharge Monitoring Reports were submitted to appropriate agencies for the month of July.

Call Outs:

Veolia Operation

Total	TODB	W & WW	Collections-LS



	Water	Operations	
38	5	31	3

Veolia recorded 38 total call outs for the month of August. Twelve (12) were false alert conditions. Fourteen calls were for related to chlorine residual issues. Veolia continues to track the false call outs and will schedule Telstar out to correct.

Maintenance & Repair Work:

PM's	Regulatory	Hours
126	17	65.30

Electrical & Programming

Telstar continued to install Phase Monitoring. This will provide an alarm history if one or more legs of power are lost at the two water and wastewater treatment facilities. Configured Miltonic's and Transducer at Plant I Clarifier 1 wet well. Continued to work on Well 1 start and stop issue. A problem was identified as a Permissive bit which is bypassed and under observation. Well 5 was also starting and stopping. Bypassed "Level No Signal" in logic as this may be the reason for the problem. Well 5 is under observation.

Brought in generator to The Lakes lift station because PG&E had an over voltage condition. Had to repair switch gear for generator operation. Replaced wire for feed to Rotor 1 plant 2. Replace electrical feed wire to Headworks auger in plant 1. Installed sealed electrical boxes / plugs for chlorinating pumps at Willow Lake and Newport. Install new fan for chlorine tank room and air compressor room at Newport water plant. Replace exhaust fan LS/D.

Replaced sump pump at biosolids dewatering area.

Collections - Willow Lake and Newport WTP

Staff located and flushed 11 ARV's and another 8 at plant 2. Several more need attention and are scheduled in September. The backwash filter B valve 3B at Willow is sticking and when called for closes quickly. A service from the manufacturer would be recommended to determine if the seal is sticking inside of pipe. Veolia installed a new injection quill for chemical injection at Willow Lake WTP.



Veolia received several colored water calls in August. The discoloration is from iron and manganese that has settled in the distribution system. The majority of calls were from locations on the west side of the town. Veolia began flushing lines at dead end streets and one under bay crossing. Veolia purchased additional dechlorination equipment. The effort proved successful however we must continue mitigation activities until all lines have been flushed.

Operations staff collected the annual Water Trihalomethanes and Haloacetic Acids samples in August. The flow meter at Willow Lake WTP failed the same day the electrical tie-in occurred for Well 6. As a result operations are using the Raw water totalizer opposed to the System totalizer. Typically the two totalizers are very close. The Raw and Finish totalizers at Newport WTP are very close but the Willow totalizers are very different. This skewed the readings reported for total flow at the Willow Lake facility. Veolia is working with the TODB to determine the reason for the difference in recorded flow.

Eighteen thousand (18,771.23) feet of collection lines were cleaned in August.

Maintenance Costs for August: \$ 7929.22

A breakdown detail of the costs are provided to the Town of Discovery Bay.