



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday April 18, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todf.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda that is before the Board for consideration. Any person wishing to speak must come up and speak from the podium. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Chair.

C. PRESENTATIONS

1. Lenora Clark – Presentation on Delta Related Matters

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

E. CONSENT CALENDAR

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

1. Minutes of previous Regular meeting dated April 4, 2012
2. District Invoices
3. District Financials
4. Adopt Resolution No. 2012-08 Assigning Check Signing Signature Authority
5. Approve and Send Letter of Support for AB 1884 (Buchanan)
6. Approve and Send Letter of Support for AB 1540 (Buchanan)
7. Approve and authorize letter to Governor Brown Opposing the elimination of the California Department of Boating and Waterways and transferring those responsibilities to the California Department of Parks and Recreation

F. NEW BUSINESS AND ACTION ITEMS

1. Appointment of Public Members to the FY 2012-13 Budget Review Committee
2. Appointment of Board Members to District Representative Committee Positions
3. Carvalho Property Discussion (Northwest intersection of Bixler and Point of Timber Roads)

G. VEOLIA REPORT

H. MANAGER'S REPORTS

I. GENERAL MANAGER'S REPORT

J. DISTRICT LEGAL COUNSEL REPORT

K. COMMITTEE UPDATES

L. CORRESPONDENCE-Discussion and Possible Action

1. East Contra Costa Fire Protection District meeting Minutes dated March 5, 2012
2. Contra Costa County Aviation Advisory Committee meeting Minutes dated February 9, 2012
3. Transplan Committee meeting Minutes dated March 8, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT

Adjourn to next Regular meeting of May 2, 2012 starting at 7:00pm at 1800 Willow Lake Road-Located behind the Delta Community Presbyterian Church.

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

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



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday April 4, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order -- 7:00 p.m. by President Steele
Pledge of Allegiance -- Led by President Steele
Roll Call -- All Present

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

None

C. PRESENTATIONS

1. Supervisor Mary Nejedly Plepho, Chair, Contra Costa County Board of Supervisors -- Delta Conservation/Water Diversion Issues

General Manager Howard -- Introduced Supervisor Plepho

Supervisor Mary Nejedly Plepho -- Provided a PowerPoint Presentation for the Delta Conservation and Water Diversion Issues

There was discussion between the Board and Supervisor Plepho. The Board also thanked Supervisor Plepho for the Presentation. General Manager Howard stated that the PowerPoint Presentation will be posted to the Town of Discovery Bay CSD Website.

President Steele -- Presented a Proclamation to former Director David Plepho

D. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT

Lieutenant Alan Johnson -- Provided the law enforcement report for the month of February and March

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

2. CHP REPORT

Officer Godman -- Provided an update of the services to the Town of Discovery Bay

There was one (1) Public Comment Speaker. There was discussion between the Board and Officer Godman.

3. FIRE DISTRICT REPORT

Chief Burris -- Provided his report and the details for the month of February. There was one (1) Public Comment Speaker.

There was discussion between the Board and Chief Burris.

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT -- No report

5. SUPERVISOR MARY PLEPHO, DISTRICT III REPORT

Supervisor Mary Plepho, District III Report was provided within Agenda Item C

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report -- No Report

2. County Planning Commission Report -- No Report

3. Code Enforcement Report

General Manager Howard -- Provided an update on the meeting he attended dated March 29, 2012

4. Special Districts Report** - No Report

**These meetings are held Quarterly

F. CONSENT CALENDAR

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

1. Minutes of previous Special Meeting for March 21, 2012
2. Minutes of previous Regular Meeting for March 21, 2012
3. District Invoices
4. Notice of Exemption (CEQA) for Highway 4 (East) Landscape Improvement Project

Motion by: Director Simon to approve the Consent Calendar

Second: Director Tetreault

Vote: Motion carried – AYES: 4, NOES: 0

G. NEW BUSINESS AND ACTION ITEMS

1. Professional Services Contract with Veolia Water North America for Supervisory Control And Data Acquisition (SCADA) Related Work associated with the Dewatering and Biosolids Construction Project

General Manager Howard – Provided the details of Item G-1

There was one (1) Public Comment Speaker

Motion by: Director Tetreault to approve the Contract for \$76,638.61 with Veolia Water

Second: Vice-President Graves

Vote: Motion Carried – AYES: 4, NOES: 0

2. Agency Comment Request – Land Use Permit Application – Verizon Cellular/Pfaffenhofen (LP12-2017)

General Manger Howard – Provided the details of Item G-2

There was one (1) Public Comment Speaker

Motion by: Director Tetreault to advise Staff to send a letter to the County to indicate that we have no problem with this project

Second: Vice-President Graves

Vote: Motion Carried – AYES: 4, NOES: 0

3. Well 5A Water Quality & Proposed Testing Program

General Manager Howard – Provided the details of Item G-3

Motion by: Director Tetreault to approve this Contract with our Consultants

Second: Director Simon

Vote: Motion Carried – AYES: 4, NOES: 0

H. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided the details and his report for the East Contra Costa Fire Protection District meeting dated April 2, 2012

President Steele – Stated that he wanted to acknowledge the Discovery Bay and Timber Point Elementary Schools – They earned the California Distinguished School recognition.

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

General Manager Howard – Stated that the Biosolids Project has begun and wanted to remind everyone of the Earth Day Celebration coming up on April 21, 2012

Water and Wastewater Manger Koehne – Provided an update on the auto accident by the Lakeview Business Plaza

K. DISTRICT LEGAL COUNSEL REPORT

1. Board Vacancy Appointment

Legal Counsel Schroeder – Provided an update on the Resignation of Director Dawson and the three (3) options to fill the Vacancy.

There was one (1) Public Comment Speaker

Director Tetreault – Thanked the applicants for the Board of Director vacancy and explained the reasons for nominating Bruce Hall

Nomination by: Director Tetreault for Bruce Hall

Second: Director Simon

Director Simon – Thanked the applicants for the Board of Director vacancy

Vote: Motion Failed – AYES: 2 – Director Simon, Director Tetreault, NOES: 2 – President Steele, Vice-President Graves

Vice-President Graves -- Thanked the applicants for the Board of Director vacancy and explained the reasons for nominating Jim Mattison

Nomination by: Vice-President Graves for Jim Mattison

Second: President Steele

President Steele -- Explained the reasons for Jim Mattison to fill the Vacancy

Vote: Motion Failed -- AYES: 2 -- President Steele, Vice-President Graves, NOES: 1 -- Director Tetreault, ABSTAIN: 1 -- Director Simon

Legal Counsel Schroeder -- Requested a five (5) minutes recess at 8:32 p.m.

Legal Counsel Schroeder -- Stated that the Bylaws, Government Code Section 61225.4 The affirmative vote of three (3) Members of the Board are required for action to be taken -- no rule established of Abstentions -- Abstentions are not affirmative votes, therefore, not a majority vote. The options are to move on to a third applicant or to revisit one of the other nominated applicants.

There was discussion within the Board

Motion by: Director Tetreault to reconsider the nomination of Jim Mattison

Second: Vice-President Graves

Vote: Motion carried: AYES: 3 -- President Steele, Vice-President Graves, Director Tetreault, NOES: 0, ABSTAIN: 1 -- Director Simon

Legal Counsel Schroeder -- Stated that the appointee will take the Oath of Office

General Manager Howard -- Administered the Oath of Office for the Town of Discovery Bay CSD appointee, Director Jim Mattison

L. COMMITTEE UPDATES

General Manager Howard -- The notice is out for the Budget Review Committee and if there are any applicants from the Board of Directors vacancy interested in that Committee please submit your information.

M. CORRESPONDENCE -- Discussion and Possible Action

1. Letter from Supervisor Plepho regarding an update for the County's Parking Ordinance from the CCC Department of Conservation and Development dated March 15, 2012.

N. PUBLIC RECORD REQUESTS RECEIVED

1. Request from Brian Dawson -- People Interested in Board Vacancy #2 -- Request date March 6, 2012

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

The meeting adjourned at 8:49 p.m. to the next regular meeting on April 18, 2012 at 1800 Willow Lake Road.

For the Audio of this meeting please visit our Website at <http://www.toddb.ca.gov/content/agenda-and-minutes/>

//cmc -- 04.10.12



Town of Discovery Bay
"A Community Services District"
AGENDA REPORT

Meeting Date

April 18, 2012

Prepared By: Liz Hardy, Sr. Accounts Clerk
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 \$ 141,796.75

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 2011/2012

Town of Discovery Bay CSD 2011/2012 Operating & Capital Budgets

Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2011/2012

Discovery Bay Lighting & Landscape District # 8 2011/2012 Operating & Capital Budgets

Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2011/2012

Discovery Bay Lighting & Landscape District # 9 2011/2012 Operating Budget

AGENDA ITEM: E-2

Request for authorization to pay Invoices - (RFA)
 For the Meeting on April 10, 2012
 Town of Discovery Bay CSD
 For Fiscal Year's 7/11 - 6/12

Acct Code						
1	7011	RellaStar	Inv#JR62 457(b)	Benefits for 04/01-04/16/12		\$1,120.05
	7024	RellaStar	Inv#JR62 457(b)	Benefits for 04/01-04/16/12		<u>\$288.40</u>
					Sub-Total	\$1,416.54
2	7011	SDRMA	Inv#0011163-IN, dtd 04/05/12	Employee Medical Benefits	May 2012	\$1,712.61
	7024	SDRMA	Inv#0011163-IN, dtd 04/05/12	Employee Medical Benefits	May 2012	<u>\$870.87</u>
					Sub-Total	\$2,283.48
3	7101	Kevin Graves	Expense Report for March 2012			\$600.00
	7102	Kevin Graves	Expense Report for March 2012			<u>\$38.86</u>
					Sub-Total	\$638.86
4	7101	Mark Simon	Expense Report for March 2012			\$400.00
6	7101	Chris Steele	Expense Report for March 2012			\$400.00
6	7101	Ray Tolronull	Expense Report for March 2012			\$400.00
7	7102	CCSDA Meeting - Monday 4/10/12	Lunch expense - 1 director			\$24.00
8	7210	Hervit Engineering	Inv# 12-02, dtd 03/07/12	Services for Feb 1 -20		\$4,365.88
9	7210	Hervit Engineering	Inv# 12-03, dtd 04/02/12	Services for Mar 1 -31		\$3,311.68
	112-003	Hervit Engineering	Inv# 12-03, dtd 04/02/12	Services for Mar 1 -31		<u>\$12,789.62</u>
					Sub-Total	\$20,466.98
10	7226	Caselle, Inc.	Inv# 41068, dtd 4/01/12	Support for May 2012		\$190.00
11	7670	Caselle, Inc.	Inv# 38817, dtd 4/10/12	Final payment for Gl. and AP/AR system		<u>\$10,145.00</u>
					Sub-Total	\$10,335.00
12	7301	Frank A. Olson Co	Inv# 225164, dtd 03/28/12	Valves		\$1,760.79
13	7301	J.W. Backhoe & Constr.	Inv# 1661, dtd 03/29/12	Repair @ 1400 Marlin Place		\$0,340.60
14	7301	J.W. Backhoe & Constr.	Inv# 1662, dtd 04/02/12	Paving @ Intersection of Marlin Pl & Dr		<u>\$4,911.60</u>
					Sub-Total	\$11,252.00
16	7301	Kirby's Pump & Mechanical	Inv# 2892, dtd 03/13/12	Pull & Clean pumps @ LSF		\$2,375.00
16	7301	Paul E. Vaz Trucking, Inc.	Inv# 19699, dtd 04/05/12	Rock for WTP		\$393.64
17	7301	Paul E. Vaz Trucking, Inc.	Inv# 19700, dtd 04/05/12	Hauling Rock for WTP		<u>\$531.85</u>
					Sub-Total	\$928.49
18	7301	R&B Company	Inv# S1293702.001, dtd 03/28/12	Fire Hydrants		\$2,957.04
19	7330	Univar	Inv# SJ277741, dtd 03/23/12	Chemicals for 1800 Newport WTP		\$1,101.83
20	7330	Univar	Inv# SJ277742, dtd 03/23/12	Chemicals for 1800 Willow Lake WTP		<u>\$1,380.91</u>
					Sub-Total	\$2,582.74
21	7410	Ricoh	Inv# 415014018, dtd 4/1/12	Copier Maintenance Contract		\$871.60
22	7414	Freedom Mailing Services, Inc.	Inv# 20420, dtd 4/07/12	Bill Processing		\$933.60
23	7414	Upper Case Printing, Ink.	Inv# 5809, dtd 03/28/12	Printing of forms for Utility billing		\$103.41
24	7420	MallFinance	Inv# N848137, dtd 05/20/09	01/09/09-07/18/09		\$69.66
25	7420	MallFinance	Inv# N033026, dtd 07/21/09	01/09/09-09/18/09		\$69.66
26	7420	MallFinance	Inv# N899106, dtd 08/20/09	01/09/09-10/18/09		\$69.66
27	7420	MallFinance	Inv# N1200774, dtd 11/20/09	12/19/09-01/18/10		<u>\$69.66</u>
					Sub-Total	\$277.74
28	7430	Office Depot	Inv# 602216304001, dtd 03/10/12	Office Supplies		\$16.10
29	7430	Office Depot	Inv# 603040616001, dtd 03/23/12	Office Supplies		\$18.92
30	7430	Office Depot	Inv# 603040718001, dtd 03/23/12	Office Supplies		\$10.27
31	7430	Office Depot	Inv# 603040719001, dtd 03/23/12	Office Supplies		\$28.43
32	7430	Office Depot	Inv# 603852688001, dtd 03/30/12	Office Supplies		\$1.94
33	7430	Office Depot	Inv# 603852626001, dtd 03/30/12	Office Supplies		<u>\$4.36</u>
					Sub-Total	\$79.02
34	7440	Bay Area News Group	Acct# 2005834, dtd 03/31/12	Public Hearing Water Treatment		\$643.40
36	7440	Gemini Group L.L.C.	Inv# 112-10732, dtd 04/03/12	CCR Mailing services		\$1,862.60
36	7440	USPS	Permit for 2012-13	Permit Type "PI", Permit #16		\$190.00

Request for authorization to pay Invoiced - (RFA)
 For the Meeting on April 18, 2012
 Town of Discovery Bay OSD
 For Fiscal Year's 7/11 - 6/12

Acct Code					
37	7460	CUEMF	FY 20120/30/2013 Membership/Contribution		\$400.00
38	7490	Frank Cramer	Expense Report for 3/08-3/30/12		\$43.66
39	7610	Big Dog Computer	Inv# 20090930-23, dtd 04/11/12		\$160.00
40	7610	Spectrol	Inv# 3556, dtd 03/23/12 Internet service for April-June 2012		\$240.00
41	7620	Verizon Wireless	Inv# 1070269695, dtd 03/26/12 District Cell Phones 02/27/12 -03/26/12		\$284.66
	7652	Verizon Wireless	Inv# 1070269695, dtd 03/26/12 District Cell Phones 02/27/12 -03/26/12 (Z-8 #2110)		\$119.66
	7652	Verizon Wireless	Inv# 1070269695, dtd 03/26/12 District Cell Phones 02/27/12 -03/26/12 (Z-9 #2110)		\$39.66
				Sub-Total	\$444.07
42	7620	AWDirect	Inv# 1018700360, dtd 03/26/12 Rainsuit		\$104.14
43	7630	Delta Turf Management	Inv# 5204, dtd 03/29/12 Spraying weeds at both WWTP		\$2,426.94
44	7665	Danabect Alarm Co.	Inv# R38950, dtd 4/02/12 Quarterly Alarm Charge		\$106.00
45	7690	Brenwood Tire Co.	Inv# 23291, dtd 09/21/11 2008 Chev Colorado Tires		\$221.64
46	7690	W.J. Kirk Welding	Inv# 44220, dtd 03/08/12 Portable swing arm for Vac truck		\$220.00
47	7690	American Retrofit Systems	Inv# 205, dtd 03/19/12 replace plug on Boom truck		\$100.00
48	7301	American Retrofit Systems	Inv# 208, dtd 03/27/12 Install segments for scum pump 4		\$300.00
49	7690	American Retrofit Systems	Inv# 207, dtd 03/27/12 R&R trailer tow plugs		\$200.00
50	7630	American Retrofit Systems	Inv# 208, dtd 04/05/12 R&R light fixture @ I.S Fern Rdge		\$230.00
51	7690	American Retrofit Systems	Inv# 208, dtd 04/06/12 Generator hook-up @ I.S Fern Rdge		\$100.00
52	7630	American Retrofit Systems	Inv# 210, dtd 04/10/12 L&M to replace quartz lights		\$100.00
53	7630	American Retrofit Systems	Inv# 212, dtd 04/10/12 check clarifier 2 PLC		\$100.00
				Sub-Total	\$1,430.00
64	7950	CRC Entertainment	DJ services for Earth Day dtd 4/21/12		\$375.00
55	7950	SilkScreensbyMary	Earth Day Tee Shirts 03/10/12		\$1,116.43
56	7950	Steve P. Rados, Inc.	CM# 3384, dtd 09/06/11 refund of deposit for Hydrant Meter Usage		\$371.00
57	7952	Callista Anderson	Expense Report for 4/05/12		\$11.81
68	7952	Boething Treeland Farms, Inc.	Inv# TV225668, dtd 03/27/12 Trees (Z-09 #2282)		\$3,031.19
	7952	Boething Treeland Farms, Inc.	Inv# TV225668, dtd 03/27/12 Trees (Z-61 #2282)		\$1,123.92
				Sub-Total	\$4,155.11
59	7952	My Bark Co., Inc.	Inv# 4877, dtd 03/16/12 Bark for landscaping areas (Z-61 #2282)		\$1,562.66
60	7952	Watersavers Irrigation Inc.	Inv# I1147163, dtd 03/28/12 Irrigation repair parts (Z-61 #2282)		\$936.52
61	1112-012	WesTech	Inv# 43761, dtd 03/27/12 Spiral Screen In Channel		\$44,487.50

TODD TOTAL \$120,939.05

Gasolio Utility Account

1	7951	Refund of overpayment #1-011-500-001-0.01	\$142.41
2	7951	Refund of overpayment #1-011-201-064-1.01	\$48.39
3	7951	Refund of overpayment #1-011-000-062-7.02	\$2.36
		Total	\$193.16

TODD GRAND TOTAL \$121,132.21

TOWN OF DISCOVERY DAY CSD O&M BUDGET - FISCAL YEAR 2011-12 APPROVED 6/16/11								
Obj #	Account Description	2010/2011 BUDGET	2010/2011 ACTUALS	2011/2012 Approved Budget	Pending Approval 4/18/2012	2011/2012 YTD REIMB.	2011/2012 YTD Actuals	2011/2012 Remainder of Budget YTD
	Salary & Wages							
7001	Salary & Wages	\$526,000	\$604,145	\$399,839			\$242,910	\$71,409
7005	Overtime	\$0	see #7001	\$5,000			\$0	\$5,000
7007	Auto Allowance	\$0	see #7001	\$4,200			\$2,450	\$1,750
7010	Payroll Taxes EE	\$0	see #7001	see #7001			\$85,520	
7010	Payroll Taxes ER	\$0	see #7001	\$53,655			\$32,577	\$21,078
7011	Group Insurance (Partial EE Reimb)	\$52,500	\$30,001	\$44,400	\$2,841		\$41,998	\$41,998
7021	Landscape Related Salary & Wages (Reimb)	\$121,000	see #7001	\$157,737			\$20,698	\$20,698
7022	Landscape Related Overtime (Reimb)	\$0	see #7001	\$3,000			\$0	\$3,000
7023	Landscape Related Payroll Taxes (Reimb)	\$0	see #7001	\$16,073			\$0	\$0
7024	Landscape Related Group Ins (Partial EE Reimb)		see #7001	\$23,600	\$859		\$11,467	\$12,133
7030	Worker's Comp	\$6,000	\$4,458	\$8,000			\$12,288	(\$4,288)
	Sub-Total	\$705,600	\$698,604	\$715,504	\$3,700	\$0	\$449,909	\$172,778
	Board of Directors							
7101	Compensation	\$36,000	\$25,983	\$36,000	\$1,800		\$18,400	\$17,600
7102	Travel & Training	\$600	\$164	\$2,500	\$63		\$1,457	\$1,043
	Sub-Total	\$36,600	\$26,147	\$38,600	\$1,863	\$0	\$19,857	\$18,643
	Contractual Services							
7205	Legal Services	\$80,000	\$71,347	\$80,000			\$63,551	\$16,449
7210	Consulting Services *	\$210,000	\$344,419	\$210,000	\$7,667		\$153,981	\$56,039
7215	Water & Wastewater Services Contract	\$1,173,000	\$1,021,527	\$1,148,000			\$900,203	\$247,797
7220	Liability Insurance	\$48,000		\$50,000			\$54,628	(\$4,628)
7225	Accounting Financial Services	\$35,000	\$23,380	\$30,000	\$190		\$27,678	\$2,322
	Sub-Total	\$1,646,000	\$1,460,673	\$1,618,000	\$7,857	\$0	\$1,200,021	\$317,979
	Operations & Maintenance							
7301	General Repairs - Water/Sewer	\$350,000	\$657,179	\$550,000	\$19,560		\$302,978	\$247,022
7305	General Repairs - Pumps	\$150,000	\$127,109	\$100,000			\$52,663	\$47,337
7310	NTR/SIP Testing - RWQCB	\$15,000	\$0	\$5,000			\$0	\$5,000
7312	Preventive & Corrective Fund	\$80,000	\$56,102	\$107,000			\$32,912	\$74,088
7330	Chemicals/Odor Supplies	\$65,000	\$95,601	\$100,000	\$2,563		\$53,132	\$46,868
7385	NPDES NOV Fines (s)	\$25,000	\$15,000	\$25,000			\$0	\$25,000
7410	Copier Maintenance	\$4,500	\$2,850	\$4,500	\$572		\$3,115	\$1,385
7414	Outsource of Water Billing	\$24,000	\$0	\$15,000	\$1,037		\$11,551	\$3,449
7420	Postage	\$2,500	\$11,721	\$2,500	\$278		\$1,813	\$687
7430	Office Supplies	\$8,000	\$8,328	\$8,000	\$79		\$6,389	\$1,611
7440	Public Communications & Noticing	\$5,000	\$7,625	\$5,000	\$2,586		\$242	\$4,758
7460	Election Expenses	\$12,000	\$5,281	\$0			\$0	\$0
7460	Memberships	\$16,000	\$6,023	\$17,600	\$400		\$8,690	\$8,910
7470	Rent - Public Meetings	\$500	\$0	\$500			\$0	\$500
7480	Permits	\$60,000	\$38,381	\$40,000			\$18,635	\$20,465
7490	Travel & Training	\$2,500	\$2,951	\$3,000	\$44		\$2,535	\$465
7510	Info Systems Maintenance	\$1,000	\$5,400	\$2,500	\$400		\$12,355	(\$9,855)
7520	Cellular Communications/Data	\$4,500	\$6,381	\$6,500	\$285		\$8,943	(\$2,443)
7635	Electrical Cost (water)	\$300,000	\$359,628	\$335,000			\$277,275	\$57,725
7637	Electrical Cost (sewer)	\$325,000	\$382,328	\$370,000			\$299,303	\$70,697
7650	Telephone	\$4,000	\$5,776	\$4,800			\$6,413	(\$1,613)
7620	Special Equipment	\$3,000	\$1,299	\$3,000	\$104		\$840	\$2,100
7630	Facility Maintenance/Landscape	\$15,000	\$21,890	\$15,000	\$2,856		\$19,171	(\$4,171)
7665	Office Buildings/Improvements	\$10,000	\$3,812	\$10,000	\$105		\$12,021	(\$2,021)
7670	Office Equipment/Software	\$8,000	\$7,572	\$30,000	\$10,145		\$18,340	\$11,660
7680	Office Furnishings	\$1,000	\$397	\$1,000			\$3,009	(\$2,009)
7685	Miscellaneous Small Tools	\$3,500	\$6,483	\$3,500			\$9,754	(\$6,254)
7690	Equipment Maintenance/Fuel	\$10,000	\$27,892	\$20,000	\$842		\$20,576	(\$670)
7925	Miscellaneous Bank Charges	\$0	see #7950	\$500	\$159		\$0	\$500
7950	Miscellaneous Services & Supplies	\$12,000	\$13,558	\$2,500	\$1,861		\$21,597	(\$19,097)
7951	Miscellaneous Reimbursable	\$10,000	\$555	\$1,000	\$193		\$4,873	(\$3,873)
7952	Landscape Related Reimbursables	\$100,000	\$140,324	\$200,000	\$6,366		\$150,159	\$49,841
7970	Unrecoverable Charges			\$5,000			\$3,483	\$1,517
7990	G.F. Expenditures			\$0			\$0	\$0
	Sub-Total	\$1,626,000	\$2,017,526	\$1,993,300	\$50,436	\$0	\$1,363,566	\$629,734
	Inter-Governmental Charges							
7805	Revenue Collection	\$5,500	\$4,640	\$6,000			\$0	\$6,000
7810-0810	Investment Fee	\$700		\$200			\$0	\$200
7815-2315	Data Processing/Payroll Wire Transfer Fees	\$0		\$480			\$0	\$480
7820	Accounting (A/P, A/R, GL)	\$2,500		\$2,000			\$0	\$2,000
7825	Public Works - Permits	\$6,000	\$15,622	\$10,000			\$12,965	(\$2,965)
7850	Property Taxes			\$10,000			\$0	\$10,000
	Sub-Total	\$14,700	\$20,262	\$28,680	\$0	\$0	\$12,965	\$16,715
	TOTAL O&M Budget	\$3,928,800	\$4,223,212	\$4,293,984	\$63,855	\$0	\$3,046,317	\$1,154,860

TOWN OF DISCOVERY BAY CSD CAPITAL Improvement Program - FY 11/12 APPROVED 6/15/11									
Acct. #	Account Description	2010/2011 BUDGET	2010/2011 YTD Actuals	2011/2012 Approved BUDGET	Plan to Approve 04/18/12	2011/2012 YTD REIMB.	2011/2012 ACTUALS	2011/2012 Remainder of Budget YTD	2011/2012 % of Remaining Balance
0910-004	Manhole Rehabilitation Project	\$16,000	\$24,070	\$16,000			\$0	\$15,000	100%
0910-005	Landscapes @ Plant #1	\$6,000	\$0	\$7,000			\$0	\$7,000	100%
0910-007	UV System Upgrade	\$0	\$317,085	\$23,666			\$0	\$23,666	100%
0910-008	Salinity Study Project	\$200,000	\$0	\$70,000			\$70,000	\$0	0%
0910-009	Pumps/Motors Replacement	\$0	\$0				\$0	\$0	
0910-010	Wetlands	\$86,000	\$0				\$10,000	-\$10,000	
1011-001	By-Pass Pipeline	\$80,000	\$10,708				\$0	\$0	
1011-002	Upgrade/Replace SCADA PLC's (Multi Year)	\$20,000	\$0	\$25,000			\$25,000	\$0	0%
1011-003	Bio-Solids Pumps (2) Wet Well	\$22,000	\$0	\$20,000			\$0	\$20,000	100%
1011-004	Rehab Lift Station W	\$60,000	\$500	\$20,000			\$20,000	\$0	0%
1011-005	Bypass Valve Lift Station S	\$12,000	\$0	\$10,000			\$10,000	\$0	0%
1011-006	Metal Cover for UV Area *	\$125,000	\$0	\$25,000			\$0	\$25,000	100%
1011-008	Paving for Bio-Solids Containment Area	\$16,000	\$0	\$16,000			\$0	\$15,000	100%
1011-009	New Moles (2)	\$80,000	\$58,858	\$0			\$15,893	-\$15,893	
1011-010	Road Crossing Ramps	\$25,000	\$0	\$16,000			\$0	\$15,000	100%
1112-001	Trailered Trash-Pump			\$20,000			\$20,000	\$0	0%
1112-002	Raise Manholes			\$20,000			\$19,900	\$100	1%
1112-003	Bellpress - Bio-solids Area (Multi-year)			\$800,000	\$12,760		\$899,800	-\$99,800	-12%
1112-009	Collection System Pump Station Improvements			\$40,000			\$0	\$40,000	100%
1112-012	Spiral Screen in Channel				\$44,488				
1112-013	UV Disinfection/Viral Bio-Assay Test								
Sewer Sub Total		\$769,000	\$618,681	\$1,126,665	\$57,277	\$0	\$1,090,693	\$36,073	3%

WATER									
0105-003	Develop Water Meter Plan								
0708-016	Portable Shoring Trailer								
0809-002	Well #6 Design & Drill Test Hole	\$0	\$46,353				\$2,811	-\$2,811	
0809-003	Changeout of Chemical Pumps						\$0	\$0	
0910-011	Security Door Locks (12)	\$6,000		\$8,000			\$0	\$8,000	100%
0910-014	Water Meter Program (Multi-Year)	\$500,000	\$21,660	\$500,000			\$8,479	\$493,621	99%
0910-000	Water Meter Program: Reimbursements	-\$500,000		(\$500,000)			\$0	-\$500,000	100%
1011-013	Rehabilitate Well(s)	\$30,000	\$13,394	\$30,000			\$15,000	\$15,000	50%
1112-006	New Well #7 (Multi-Year)			\$40,000			\$20,000	\$20,000	50%
1112-008	Install Water Well Transducers & Wellhead Survey			\$36,000			\$28,000	\$10,000	28%
Water Sub Total		\$98,000	\$204,267	\$124,000	\$0	\$0	\$70,290	\$53,710	43%

MISC.									
							\$0	\$0	
Misc. Sub Total		\$98,000	\$33,662	\$0	\$0	\$0	\$0	\$0	
							\$0	\$0	

Total Capital Budget		\$966,000	\$866,610	\$1,249,665	\$57,277	\$0	\$1,160,883	\$88,782	7%
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Infrastructure Replacement Fund									
R1112-008	Sewer Infrastructure Replacement Program			\$160,000			\$150,000	\$0	0%
R1112-009	Pumps/Motors Replacement Program			\$40,000			\$19,834	\$20,166	50%
R1011-010	Water Infrastructure Replacement Program	\$50,000	\$0	\$100,000			\$0	\$100,000	100%
R1112-011	Facilities and Vehicles Replacement Fund			\$30,000			\$0	\$30,000	100%
Total Replacement Fund		\$50,000	\$0	\$320,000	\$0	\$0	\$169,834	\$160,166	47%
Total Replacement Fund & Capital Budget		\$1,016,000	\$866,610	\$1,669,665	\$57,277	\$0	\$1,330,717	\$238,948	15%

Request For Authorization To Pay Invoices (RFA)
 For the Meeting on April 18, 2012
 Town of Discovery Bay, D.Bay L&L Park #8
 For Fiscal Year's 7/11 - 6/12

Acct Code

1	2120	Discovery Bay Disposal	Acct# 17-0001966, dtd 03/31/12	Service for Mar 2012	\$270.76
2	2110	Town of DB	Inv# 3386, dtd 4/11/12	Reimb Verizon Billing dtd 03/26/12	\$119.66
3	2281	Town of DB	Inv# 3378, dtd 4/03/12	Reimb of Charges from February 2012	\$846.00
	2301	Town of DB	Inv# 3378, dtd 4/03/12	Reimb of Charges from February 2012	\$4.96
	4789	Town of DB	Inv# 3378, dtd 4/03/12	Reimb of Charges from February 2012	\$300.00
4	2120	Town of DB	Acct# 99000000044.01, dtd 3/16/12	Landscape Water billing	\$2.62
5	2120	Town of DB	Acct# 99000000042.07, dtd 3/16/12	Landscape Water billing	\$3.74
				Sub-Total	\$1,276.88
6	2282	Antloch Plumbing Inc.	Inv# 5783, dtd 4/06/12	Men's toilet repair at Cornell Park	\$199.40
7	2282	Boething Treeland Farms, Inc.	Inv# TV226668, dtd 03/27/12	Trees	\$276.36
8	2282	Valley Crest	Inv# 3966532, dtd 03/29/12	Annual color installation	\$1,280.00
9	2282	Valley Crest	Inv# 3966808, dtd 03/29/12	Tree care	\$826.00
10	2282	Valley Crest	Inv# 3967866, dtd 04/10/12	Landscape Maintenance for April 2012	\$8,467.00
				Sub-Total	\$10,642.00
11	2310	Big Dog Computer	Inv# 20090930-23, dtd 04/11/12	IT work	\$300.00
12	2310	Express Employment	Inv# 10861962-8, dtd 4/04/12	Laborer	\$749.60
13	4265	American Retrofit Systems	Inv# 211, dtd 4/10/12	L&M to design/build for front entrance	\$2,760.00
14	4829	Gates & Assoc.	Inv# 33694, dtd 04/09/12	Hwy 4 East Planting	\$174.68
15	4834	Most Dependable Fountains	Inv# 24706, dtd 03/28/12		\$3,637.08
				TOTAL	\$20,063.74

Discovery Bay Landscape & Lighting District #8								
O & M BUDGET 2011/2012								
Approved 6/16/11								
Obj.#	Account Description	2010/2011 BUDGET	as of 3/31/11 2010/2011 ACTUALS	Estimated Year-End	2011/2012 Approved Budget	Plan to Approve 4/18/2012	2011/2012 Actuals	2011/2012 Remainder of Budget YTD
	Salary & Wages							
2310	Staff Payroll	\$72,000	\$37,704	\$ 65,000	\$93,760		\$52,196	\$41,665
7010	Payroll Taxes							
	Sub-Total	\$72,000	\$37,704	\$ 65,000	\$93,760	\$0	\$52,196	\$41,665
	Contractual Services							
2310	Professional/Specialized Services	\$8,100	\$935	\$ 3,500	\$8,000	\$1,020	\$26,845	(\$18,846)
2360	Insurance	\$5,200	\$1,315	\$ 5,000	\$5,000		\$766	\$4,244
	Sub-Total	\$13,300	\$2,250	\$ 3,500	\$13,000	\$1,020	\$27,601	(\$14,601)
	Operations & Maintenance							
2100	Office Expenses, Supplies	\$1,250	\$934	\$ 1,250	\$1,250		\$1,203	\$47
2102	Books, Periodicals & Subscriptions	\$200	\$160	\$ 160	\$200		\$158	\$42
2103	Postage	\$50	\$11	\$ 50	\$50		\$0	\$50
2110	Communications	\$600	\$265	\$ 600	\$1,765	\$120	\$8,846	(\$7,081)
2120	Utilities (Street Lights, Water, Garbage)	\$100,000	\$64,766	\$100,000	\$108,500	\$286	\$70,770	\$37,730
2130	Small Tools & Instruments	\$1,850	\$882	\$ 1,700	\$2,000		\$2,426	(\$426)
2131	Minor Equipment, Furniture less than \$1,000	\$350	\$178	\$ 350	\$500		\$564	(\$64)
2170	Household Items	\$1,400	\$1,162	\$ 1,400	\$1,760		\$2,040	(\$290)
2190	Public Notices	\$150	\$0	\$ 300	\$300		\$0	\$300
2200	Memberships	\$300	\$160	\$ 250	\$250		\$427	(\$177)
2250	Rent & Lease of Equipment	\$500	\$154	\$ 500	\$500		\$14	\$486
2251	Computer Software	\$0	\$0	\$ -	\$0		\$0	\$0
2270	Maintenance of Equipment	\$950	\$90	\$ 500	\$1,000		\$1,730	(\$730)
2271	Automotive Supplies & Repairs	\$2,000	\$1,384	\$ 2,000	\$2,000		\$1,304	\$696
2272	Gasoline	\$4,000	\$1,715	\$ 3,500	\$3,500		\$3,569	(\$69)
2281	Maintenance of Buildings	\$5,300	\$3,148	\$ 5,300	\$5,400	\$845	\$4,159	\$1,241
2282	Grounds Maintenance	\$205,000	\$121,005	\$205,000	\$212,000	\$11,017	\$145,218	\$66,782
2284	Requested Maintenance from County	\$0	\$0	\$ -	\$0		\$0	\$0
2301	Employee Auto Mileage - Reimbursement	\$100	\$36	\$ 75	\$100	\$5	\$549	(\$449)
2303	Other Travel Employee Expenses	\$750	\$389	\$ 750	\$1,500		\$1,468	\$32
2470	Road/Construction Materials (Street Signs)	\$500	\$490	\$ 490	\$500		\$64	\$436
2479	Other Special Expenses	\$3,500	\$1,485	\$ 3,500	\$12,000		\$9,045	\$2,955
	Sub-Total	\$328,750	\$198,414	\$ 327,675	\$355,065	\$12,272	\$253,557	\$101,508
7000	Inter-Governmental Charges							
3530/3550	Taxes & Assessments	\$0	\$0	\$ -	\$1,000		\$758	\$242
3611	Interfund Exp. (Investment & Property Tax)	\$500	\$0	\$ -	\$500		\$0	\$500
6011	Reimbursement for County Admin. Costs	\$500	\$0	\$ 500	\$500		\$0	\$500
	Sub-Total	\$1,000	\$0	\$ 500	\$2,000	\$0	\$758	\$1,242
	TOTAL O&M Budget	\$415,050	\$238,368	\$396,675	\$463,825	\$13,292	\$334,112	\$129,713

Obj#	Account Description	2010/2011 BUDGET	2011/2012 Approved Budget	To Be Approved 4/18/2012	2011/2012 Actuals	2011/2012 Remainder of Budget YTD
Discovery Bay Landscape & Lighting District #3						
CAPITAL BUDGET 2011/2012						
Approved 6/15/11						
PARKS						
4789	Cornell Park - Playground Replacement	\$228,000	\$ 126,000.00	\$300	\$169,907	(43,907)
4834	Cornell Park (Restroom Partitions)	\$7,600		\$3,537	\$16,130	(16,130)
	Cornell Park (ADA Upgrades)		\$35,000		\$18,469	16,531
	Cornell Park (Tennis Court Surfacing)		\$20,000		\$0	20,000
	Cornell Park (Dog Park Fencing)		\$85,000		\$0	85,000
	Cornell Park (Tot Lot Removal)		\$12,500		\$0	12,500
	Cornell Park (Horse Shoe & Bocce Court)		\$16,000		\$0	16,000
	Parks Sub Total	\$233,600	\$293,600	\$3,837	\$204,606	88,994
STREETSCAPE						
4285	Various Improvements	\$7,600	\$7,600	\$2,760	\$0	7,600
4546	Structure & Walkway Repairs	\$3,600	\$2,000		\$0	2,000
4820	Landscape Master Plan Areas				\$21,259	(21,259)
	Willow Lake Road Streetscape	\$102,600			\$0	0
	Discovery Bay Blvd. (West) / Sand Point Rd.	\$175,000	\$12,000		\$7,782	4,218
	Highway 4 (East)		\$30,000	\$176	\$9,835	20,036
	Discovery Bay Blvd (East)		\$50,000		\$31,661	18,339
	Streetscape Sub Total	\$288,600	\$101,600	\$2,925	\$70,666	30,834
MISC.						
4953	Vehicle Purchase	\$14,000	\$25,000		\$23,388	1,614
4959	Tools & Sundry Equipment	\$2,760	\$3,000		\$0	3,000
	Misc. Sub Total	\$16,760	\$28,000	\$0	\$23,388	4,614
	Total Capital Budget	\$638,760	\$423,000	\$6,762	\$298,658	124,442

Request For Authorization To Pay Invoices (RFA)

For the Meeting on April 18, 2012

Town of Discovery Bay, D.Bay L&L Park #9
For Fiscal Year's 7/11 - 6/12

<u>Acct Code</u>			
1	2110	Town of Discovery Bay Inv# 3387, dtd 04/11/12 Reimb of Verizon Billing dtd 03/28/12	\$30.85
2	2202	Town of Discovery Bay Inv# 3379, dtd 04/03/12 Reimb of charges from Feb 2012	<u>\$60.00</u>
		Sub-total	\$89.85
3	2282	My Bark Inv# 4877, dtd 03/16/12	\$520.95
		Total	\$610.80

Obj #	Discovery Bay Landscapa & Lighting District #9 O & M- BUDGET 2011/2012. Approved 6/16/11	Account Description	2010/2011 BUDGET	as of 3/31/11	Estimated Year-End	2011/2012 Approved Budget	Planned to Pay 4/18/2012	2011/2012 YTD REIMB.	2011/2012 YTD ACTUALS	2011/2012 Remainder of Budget YTD
				2010/2011 ACTUALS						
		Salary & Wages								
2310		Staff Payroll	\$26,600	\$12,610	\$ 26,600	\$37,952			\$14,889.22	
7010		Payroll Taxes							\$1,091.35	
		Sub-Total	\$26,600	\$12,610	\$ 26,600	\$37,952	\$0	\$0	\$16,880.57	\$21,072
		Contractual Services								
2310		Professional/Specialized Services	\$4,000	\$3,787	\$ 4,000	\$8,200			\$6,468.04	\$1,732
2360		Insurance	\$1,000	\$490	\$ 1,000	\$1,500			\$0.00	\$1,600
		Sub-Total	\$5,000	\$4,277	\$ 6,000	\$9,700	\$0	\$0	\$6,468.04	\$3,232
		Operations & Maintenance								
2100		Office Expenses, Supplies	\$500	\$327	\$ 600	\$600			\$328.69	\$171
2102		Books, Periodicals & Subscriptions	\$50	\$0	\$ -	\$50			\$24.28	\$26
2103		Postage	\$150	\$80	\$ 150	\$150			\$0.00	\$150
2110		Communications	\$250	\$120	\$ 250	\$350	\$40		\$60.61	\$289
2120		Utilities (Street Lights, Water, Garbage)	\$16,000	\$11,802	\$ 16,000	\$28,325			\$13,780.13	\$12,645
2130		Small Tools & Instruments	\$750	\$268	\$ 750	\$750			\$229.76	\$620
2131		Minor Equipment, Furniture less than \$1,000	\$250	\$103	\$ 200	\$260			\$53.36	\$197
2170		Household Items	\$700	\$255	\$ 700	\$760			\$488.00	\$264
2190		Public Notices	\$254	\$254	\$ 600	\$500			\$0.00	\$600
2200		Memberships	\$40	\$40	\$ 40	\$60			\$0.00	\$50
2250		Rent & Lease of Equipment	\$0	\$0	\$ -	\$0			\$0.00	\$0
2251		Computer Software	\$0	\$0	\$ -	\$0			\$0.00	\$0
2270		Maintenance of Equipment	\$200	\$80	\$ 160	\$200			\$339.25	(\$139)
2271		Automotive Supplies & Repairs	\$300	\$87	\$ 340	\$300			\$0.00	\$300
2272		Gasoline	\$400	(\$332)	(\$ 200)	\$500			\$2,585.02	(\$2,085)
2281		Maintenance of Buildings	\$0	\$0	\$ -	\$0			\$25.00	(\$25)
2282		Grounds Maintenance	\$48,640	\$27,303	\$ 48,640	\$44,600	\$571		\$31,844.61	\$12,655
2284		Requested Maintenance from County	\$0	\$0	\$ -	\$0			\$0.00	\$0
2301		Employee Auto Mileage - Reimbursement	\$150	\$0	\$ -	\$60			\$9.00	\$41
2303		Other Travel Employee Expenses	\$0	\$0	\$ -	\$0			\$361.67	(\$362)
2470		Road/Construction Materials (Street Signs)	\$0	\$0	\$ -	\$0			\$0.00	\$0
2479		Other Special Expenses 4285/4768/4953	\$2,800	\$343	\$ 2,800	\$1,350			\$31,658.08	(\$30,308)
		Sub-Total	\$70,334	\$40,730	\$ 69,730	\$76,675	\$611	\$0	\$61,763.33	-\$5,208
7800		Inter-Governmental Charges								
3530/3550		Taxes & Assessments	\$423	\$423	\$ 423	\$425			\$1,220.88	(\$796)
3611		Interfund Exp. (Investment & Property Tax)	\$500	\$0	\$ -	\$0			\$0.00	\$0
6011		Reimbursement for County Adm'n. Costs	\$500	\$0	\$ -	\$0			\$0.00	\$0
		Sub-Total	\$1,423	\$423	\$ 423	\$425	\$0	\$0	\$1,220.88	-\$796
		TOTAL O&M Budget	\$102,257	\$68,040	\$100,653	\$124,652	\$611	\$0	\$108,352.80	\$18,299



Town of Discovery Bay
"A Community Services District"
AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

District Financials

Recommended Action

Receive and File

Executive Summary

Town of Discovery Bay, CSD Water & Sewer

The account total fund balance before reserves for Water & Sewer is \$7,432,906.73

Less the reserves of \$3,000,000.00 & Encumbrances of \$1,634,835.24, the available fund balance is \$3,106,708.02

DB Lighting & Landscaping Zone #8

The account total fund balance before reserves for DB #8 is \$1,464,677.00

Less the reserves of \$35,000, the available fund balance is \$1,429,677.00.

DB Lighting & Landscaping Zone #9

The account total fund balance before reserves for DB #9 is \$155,603.00

Less the reserves of \$0.00, the available fund balance is \$155,603.00

Fiscal Impact:

Amount Requested N/A

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

Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Attachments

Town of Discovery Bay CSD Transaction Detail Report for 2011-2012 P08 02/14/12 through 03/12/12

D.Bay L&L Zone #8 Budget vs. Actuals for 2011-2012 P08 02/14/12 through 03/12/12

D.Bay L&L Zone #9 Budget vs. Actuals for 2011-2012 P08 02/14/12 through 03/12/12

AGENDA ITEM: E-3

TOWN OF DISCOVERY BAY CSD
Transaction Detail Report for February 14, 2012 through March 12, 2012
Period 08 for 2011/12

DATE	FOR	AMOUNT
	Receivables for Town of Discovery Bay CSD BAC Account	
	Balance of Accounts as of end of day February 14, 2012	\$330,031.58
2/14/12-03/12/12	Deposits Made	\$38,134.60
	Balance of Account & Deposits Made Total =>	\$368,166.18
	Payables Made from Town of Discovery Bay CSD BAC Account	
2/14/12-03/12/12	Checks/Payroll made out from checking account	\$59,529.65
	Balance of Checking Account as of March 12, 2011	\$308,636.53

	Total Year-to Date Payables Paid from Town of Discovery Bay CD ECC Acct	\$495,722.65
	BEGINNING FUND BALANCE FOR TOWN OF DB CSD IN COUNTY FUNDS	\$5,249,957.96
2/14/12-03/12/12		\$0.00
	Sub-Total	\$5,249,957.96

REVENUE

For Fiscal Year Starting 7/1/11

	Year-to-date Sewer & Water Service Charge for Tax Roll 11/12	\$4,756,514.48
	Year-to-date Investments	\$57.78
2/14/12-03/12/12	Earnings on Investments	\$0.00
	Sub-Total	\$57.78
	Year-to-Date Miscellaneous Income	\$25.00
2/14/12-03/12/12	Misc.	\$0.00
	SUB-TOTAL REVENUE	\$4,756,597.26
	GRAND TOTAL Fund Balance & Revenue	\$10,006,555.22

EXPENDITURES

	Year-to-date Warrants Paid by CCC for Town of Discovery Bay CSD	\$2,376,843.32
2/14/12-03/12/12	Warrants Paid	\$126,805.17
	TOTAL EXPENDITURES	\$2,503,648.49

	TOTAL BALANCE AT COUNTY OF CONTRA COSTA	\$7,432,906.73
	TOTAL YEAR TO DATE PAYABLES FROM BAC & CCC	\$3,069,371.14
	TOTAL BALANCE AT COUNTY OF CONTRA COSTA	\$7,432,906.73
	TOTAL BALANCE IN TOWN OF DISCOVERY BAY CSD BAC	\$308,636.53
	TOTAL HELD FOR RESERVES	(\$3,000,000.00)
	SUBTOTAL	\$4,741,543.26
	TOTAL BALANCE OF ENCUMBRANCES	(\$1,634,835.24)
	GRAND TOTAL FUNDS LESS RESERVES & ENCUMBRANCES	\$3,106,708.02

Detail List of Encumbrances		Original Amount	Current Balance
WWIP#1	Wellands Trial Project	(\$170,000.00)	(\$169,486.00)
Well #6	Well and Pump Design	(\$273,000.00)	(\$1,999.24)
U.V. System	U.V. System upgrade	(\$483,000.00)	(\$6,751.47)
Herwit	Wastewater Master Plan (Ecologic/Stantec)	(\$180,000.00)	(\$46,158.14)
LSCB	Water Master Plan	(\$130,000.00)	(\$58,651.02)
Westech	Clean Flo Spinal Screen	(\$44,487.50)	(\$44,487.50)
Herwit	Dewatering BioSolids	(\$63,000.00)	\$9,366.46
Caselle	Accounting Software	(\$20,000.00)	(\$9,855.00)
Stantec	UV Disinfection Viral Bioassay Test	(\$50,000.00)	(\$44,474.72)
Battle Wells & Associates	Capacity Fee	(\$23,000.00)	(\$23,000.00)
Conco West	Dewatering & Solar Dryer #3 Project	(\$899,800.00)	(\$899,800.00)
Arco-Mod Inc.	Dewatering (Belt-Press)	(\$241,000.00)	(\$241,000.00)
Croco & company	11-12 Audit	(\$21,900.00)	(\$21,900.00)
Veolia	Scada System	(\$76,638.61)	(\$76,638.61)
	Total	(\$2,675,826.11)	(\$1,634,835.24)

D. Bay L&L Park #8 District
Revenue & Expenditure Budget vs. Actuals Worksheet 2011-12
February 14, 2012 through March 12, 2012 - Period 08

Revenue	Acct. Code	2011/12 Budget	2011/12 Actuals
Current Funds in Contra Costa County	740760	\$1,408,636	1,443,929
Accounts Payable - Yr End	600		
Retainage Account	610		16
Due to Other Funds - Yr End	540		
Disbursements	830		(21)
Current Property Taxes	9010	\$430,000	417,120
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		345
SRAF State Rev Transfer	9018		
Property Taxes-Current Unsecured	9020	\$14,000	16,998
Property Taxes-Prior-Unsecured	9035		(753)
Earnings on Investment	9181		
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		2,304
Misc Revenue & Services	9799&9975		91,416
Total Revenue		\$1,862,636	1,970,352

Expenditure - Operating Expenses	Acct. Code	2011/12 Budget	2011/12 Actuals
Office Expenses, Books, Postage	2100	(\$1,250)	(1,204)
Books, Periodicals & Subscriptions	2102	(\$200)	(168)
Postage	2103	(\$50)	
Communications	2110	(\$1,766)	(490)
Utilities (Street Lights, Water & Garbage)	2120	(\$108,600)	(63,360)
Small Tools & Instruments	2130	(\$2,000)	(2,117)
Minor Equipment, Furniture less than \$1000	2131	(\$500)	(623)
Household Items	2170	(\$1,750)	(1,261)
Public Notices	2190	(\$300)	
Memberships	2200	(\$250)	(427)
Rent & Lease of Equipment	2250	(\$500)	(14)
Computer Software	2261	\$0	
Maintenance of Equipment	2270	(\$1,000)	(1,650)
Automotive Supplies & Repairs	2271	(\$2,000)	(1,056)
Gasoline	2272	(\$3,500)	(2,400)
Maintenance of Buildings	2281	(\$5,400)	(3,129)
Grounds Maintenance	2292	(\$212,000)	(116,623)
Requested Maintenance from County	2284/3620	\$0	
Auto Mileage/Employee Reimbursement	2301	(\$100)	(532)
Other Travel/Employee Expenses	2303	(\$1,500)	(628)
Professional Services/Specialized Services	2310	(\$8,000)	
Staff Payroll	2310	(\$93,760)	(63,010)
Insurance	2360	(\$5,000)	(4,949)
Road/Construction Materials (Street Signs)	2470	(\$500)	(64)
Other Special Expenses	2470	(\$12,000)	(8,045)
Miscellaneous Services & Supplies	2490	\$0	
Taxes & Assessments	3630/3650	(\$1,000)	(758)
Interfund Exp.(Investment & Property Tax Adm.)	3811	(\$500)	
Reimbursement for County Adm. Costs	5011	(\$500)	
Total Operating Expenses		(\$463,826)	(262,378)

Expenditure - Capital/Asset	Acct. Code	2011/12 Budget	2011/12 Actuals
Various Improvements	4265	(\$7,500)	(806)
Structure & Walkway Repairs	4546	(\$2,000)	
Playground Equipment	4789	(\$128,000)	(164,094)
Landscape Master Plan	4829		(20,662)
Misc. Projects - DB Blvd (West)/Sand Point		(\$12,000)	
Misc. Projects - Highway 4 (East)		(\$30,000)	
Misc. Projects - DB Blvd (East)		(\$50,000)	
Cornell Park (ADA Upgrades)	4834	(\$35,000)	(34,600)
Cornell Park (Tennis Court Resurfacing)		(\$20,000)	
Cornell Park (Dog Park Fencing)		(\$85,000)	
Cornell Park (Tot Lot Removal)		(\$12,500)	
Cornell Park (Horse Shoe & Bocca Court)		(\$15,000)	
Vehicle Purchase	4953		(22,845)
	4953	(\$25,000)	(291)
Tools & Sundry Equipment	4966	(\$3,000)	
Total Capital/Asset		(\$423,000)	(243,288)
TOTAL EXPENSES & CAPITAL		(\$886,826)	(505,675)
TOTAL FUND BALANCE BEFORE RESERVES		\$965,711	1,464,677
RESERVES			(35,000)
GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES			(540,675)
FUND BALANCE AVAILABLE			1,429,677

D. Bay L&L Park #9 District
 Revenue & Expenditure Budget vs. Actuals Worksheet 2011-12
 February 14, 2012 through March 12, 2012 - Period 08

Revenue	Acct. Code	Actuals	2011/12 Budget	2011/12 Actuals
Current Funds In Contra Costa County	740/750	\$166,736	\$82,500	\$109,284
Retainage Account	510			
Disbursements	830	(\$103)		
Current Property Taxes/Street Light Assessment	9754	\$87,493	\$110,858	\$113,972
Property Tax Supplemental/Unlary/Secured	8011/13/30/31			
SRAF State Rev Transfer	9018			
Property Taxes-Current Unsecured	9020			
Property Taxes-Prior-Unsecured	9036			
Earnings on Investment	9181	\$316		
H/O Prop Tax Rolloff/State Aid/In Lieu Taxes	9985/9435/0580			
Misc Revenue & Services	9799&9976			(\$972)
Total Revenue		\$264,442	\$193,358	\$222,384

Expenditure: Operating Expenses	Acct. Code	Actuals	2011/12 Budget	2011/12 Actuals
Office Expenses, Books, Postage	2100		(\$500)	(\$152)
Books, Periodicals & Subscriptions	2102		(\$50)	(\$24)
Postage	2103		(\$150)	
Communications	2110		(\$350)	(\$61)
Utilities (Street Lights, Water & Garbage)	2120		(\$28,325)	(\$7,307)
Small Tools & Instruments	2130		(\$750)	(\$110)
Minor Equipment, Furniture less than \$1000	2131		(\$250)	(\$63)
Household Items	2170		(\$750)	(\$228)
Public Notices	2190	(\$91)	(\$500)	
Memberships	2200		(\$50)	
Rent & Lease of Equipment	2250		\$0	
Computer Software	2251		\$0	
Maintenance of Equipment	2270		(\$200)	(\$305)
Automotive Supplies & Repairs	2271		(\$300)	
Gasoline	2272		(\$500)	(\$2,263)
Maintenance of Buildings	2281	(\$153)	\$0	
Grounds Maintenance	2282	(\$2,114)	(\$44,500)	(\$25,154)
Requested Maintenance from County	2284/3620		\$0	
Auto Mileage/Employee Reimbursement	2301		(\$50)	(\$9)
Other Travel Employee Expenses	2303		\$0	
Professional Services/Specialized Services	2310	(\$1,900)	(\$8,200)	
Staff Payroll	2310	(\$3,862)	(\$37,052)	(\$12,874)
Insurance	2360		(\$1,600)	(\$1,797)
Road/Construction Materials (Street Signs)	2470		\$0	
Other Special Expenses	2479		(\$1,380)	(\$975)
Miscellaneous Services & Supplies	2490		\$0	
Taxes & Assessments	3530/3550	(\$423)	(\$425)	(\$1,643)
Interfund Exp. (Investment & Property Tax Adm.)	3611		\$0	
Reimbursement for County Adm. Costs	6011		\$0	
Total Operating Expenses		(\$8,543)	(\$124,652)	(\$52,954)

Expenditure: Capital/Asset	Acct. Code	Actuals	2011/12 Budget	2011/12 Actuals
Various Parking Lot Improvements	4226			
Various Improvements (Splash Pad)	4265	(\$1,269)		(13,827)
Structure & Walkway Repairs (Solar)	4546			
Playground Equipment	4789			
Tools & Sundry Equipment	4956			
Total Capital/Asset		(\$1,269)	\$0	(\$13,827)
TOTAL EXPENSES & CAPITAL			(\$124,652)	(\$66,781)
TOTAL FUND BALANCE BEFORE RESERVES			\$88,704	\$155,603

(\$9,624) RESERVES \$0

GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES (\$66,781)

FUND BALANCE AVAILABLE \$155,603



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Adopt Resolution No. 2012-08 Assigning Check Signing Signature Authority

Recommended Action

Adopt Resolution No. 2012-08 Removing Former Director Brian Dawson and adding Director James Mattison to the list of authorized signatories on the ECC Bank Accounts to sign checks from The Town of Discovery Bay CSD Checking Accounts for and on behalf of the Town Of Discovery Bay CSD.

Executive Summary

Each year, the Board adopts a Resolution that establishes signing authority for warrants that the District issues through our bank, ECC Bank. This Resolution is done annually to remove former Board Members and add new Board Members, as necessary.

Fiscal Impact:

Amount Requested \$

Sufficient Budgeted Funds Available?:

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

Previous Relevant Board Actions for This Item

Attachments

Resolution No. 2012-08

AGENDA ITEM: E-4



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2012-08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY, A COMMUNITY SERVICES DISTRICT (CSD)
TO REMOVE FORMER DIRECTOR BRIAN DAWSON AND ADD DIRECTOR JAMES MATTISON
ON THE DISTRICT'S ECC BANK ACCOUNTS, A DIVISION OF BANK OF AGRICULTURE AND COMMERCE TO
SIGN ON CHECKS FROM THE TOWN OF DISCOVERY BAY CSD CHECKING ACCOUNTS
AND TO SIGN ON TRANSACTIONS WRITTEN FOR THE TOWN OF DISCOVERY BAY CSD CD ACCOUNT**

WHEREAS, the Town of Discovery Bay CSD desires to remove former director, Brian Dawson and add director James Mattison on their five (5) public bank accounts with ECC Bank, A Division of Bank of Agriculture and Commerce to sign on checks written from the Town of Discovery Bay CSD Checking Accounts and to sign on transactions written for the Certificate of Deposit, which are all listed below:

50017249 – Water and Wastewater (CSD)
50020304 – Discovery Bay Community Center
50306399 – Certificate of Deposit (CD)
22007884 – General Fund Account
22008560 – Deposit Holding Account

NOW, THEREFORE, BE IT RESOLVED that the Town of Discovery Bay CSD does the following:

1. That ECC Bank, A Division of Bank of Agriculture and Commerce, Discovery Bay Branch, 14804-A Highway 4, Discovery Bay, CA 94505, is hereby directed to remove former director Brian Dawson, and add director James Mattison on the above five (5) banking accounts to be able to sign on checks written and sign on transactions written from these accounts on behalf of the District.
2. The Town of Discovery Bay CSD Board of Directors require that valid signatures on checks written and transactions written from these accounts by both the President and Vice President, or by the President Pro-Tempore, and one other Director, or, in the absence of the elected officers, any two Directors.
3. That this Resolution supersedes all previous Resolutions that have removed or added Directors on the District's ECC Bank Accounts, A Division of Bank of Agriculture and Commerce to sign on checks from the Town of Discovery Bay CSD Checking accounts and to sign on transactions written for the Town of Discovery Bay CSD CD Account.

PASSED AND ADOPTED this 18th day of April 2012 by the following vote:

V. Chris Steele
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on April 18, 2012 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Richard J. Howard
Board Secretary



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Approve and Send Letter of Support for AB 1884 (Buchanan)

Recommended Action

Authorize Board President to execute letter of support of AB 1884 (Buchanan)

Executive Summary

Assemblymember Buchanan introduced AB 1884 that would make a technical change to the section defining "covered action" in the Sacramento-San Joaquin Delta Reform Act of 2009. This bill would exclude from the definition of "covered action" any anticipated upgrades to existing drinking water, stormwater, or wastewater treatment facilities to meet state water quality requirements. A copy of AB 1884 is attached.

Adoption of this bill would likely exclude facility upgrades from costly environmental fees relating from state mandated water quality requirements.

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

NA

Attachments

AB 1884 (Buchanan)
DRAFT Letter of Support

AGENDA ITEM: E-5

AMENDED IN ASSEMBLY MARCH 29, 2012

CALIFORNIA LEGISLATURE—2011—12 REGULAR SESSION

ASSEMBLY BILL

No. 1884

Introduced by Assembly Member Buchanan

February 22, 2012

An act to amend Section 85057.5 of the Water Code, relating to the Sacramento-San Joaquin Delta.

LEGISLATIVE COUNSEL'S DIGEST

AB 1884, as amended, Buchanan, Sacramento-San Joaquin Delta Reform Act of 2009: covered actions.

Existing law, the Sacramento-San Joaquin Delta Reform Act of 2009, establishes the Delta Stewardship Council as an independent agency of the state. Existing law requires a state or local public agency that proposes to undertake a covered action that will occur within the boundaries of the Delta or the Suisun Marsh to prepare, and submit to the council, a specified written certification of consistency with the Delta Plan prior to taking those actions. Existing law defines the term "covered action" to mean a plan, program, or project, as specified.

This bill would make a technical, nonsubstantive change to the section defining covered action exclude from the definition of "covered action" any anticipated upgrades to existing drinking water, stormwater, or wastewater treatment facilities to meet state water quality requirements.

Existing law, the Johnston-Baker-Andal-Boatswright Delta Protection Act of 1992, establishes a primary zone in the Delta where further development is barred and a secondary zone surrounding the Delta where development may proceed under certain conditions.

This bill would also exclude from the definition of "covered action" any levee improvements and other flood control projects in the

secondary zone, as specified, and would exclude from the definition the implementation of existing, fully permitted, habitat conservation and agricultural mitigation plans and programs within the primary and secondary zones of the Delta.

Existing law, the California Environmental Quality Act (CEQA), requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA exempts housing for agricultural employees, housing affordable to low-income households, and other infill housing projects meeting specified criteria.

This bill would exclude from the definition of "covered action" specified plans, programs, projects, or activities within the secondary zone that have received environmental certification under CEQA or otherwise have vested rights as of the effective date of the Delta Plan, or both, and would exclude all of the categorical CEQA exemptions. This bill would also exclude from the definition agricultural employee housing, low-income housing, infill residential projects, and other infill development projects, as described.

Vote: majority. Appropriation: no. Fiscal committee: ~~no~~ yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. Section 85057.5 of the Water Code is amended
- 2 to read:
- 3 85057.5. (a) "Covered action" means a plan, program, or
- 4 project as defined pursuant to Section 21065 of the Public
- 5 Resources Code that meets all of the following conditions:
- 6 (1) Will occur, in whole or in part, within the boundaries of the
- 7 Delta or Suisun Marsh.
- 8 (2) Will be carried out, approved, or funded by the state or a
- 9 local public agency.
- 10 (3) Is covered by one or more provisions of the Delta Plan.

1 (4) Will have a significant impact on achievement of one or
2 both of the coequal goals or the implementation of
3 government-sponsored flood control programs to reduce risks to
4 people, property, and state interests in the Delta.

5 (b) "Covered action" does not include any of the following:

6 (1) A regulatory action of a state agency.

7 (2) Routine maintenance and operation of the State Water
8 Project or the federal Central Valley Project.

9 (3) Regional transportation plans prepared pursuant to Section
10 65080 of the Government Code.

11 (4) Any plan, program, project, or activity within the secondary
12 zone of the Delta that the applicable metropolitan planning
13 organization under Section 65080 of the Government Code has
14 determined is consistent with either a sustainable communities
15 strategy or an alternative planning strategy that the State Air
16 Resources Board has determined would, if implemented, achieve
17 the greenhouse gas emission reduction targets established by that
18 board pursuant to subparagraph (A) of paragraph (2) of subdivision
19 (b) of Section 65080 of the Government Code. For purposes of
20 this paragraph, "consistent with" means consistent with the use
21 designation, density, building intensity, transportation plan, and
22 applicable policies specified for the area in the sustainable
23 communities strategy or the alternative planning strategy, as
24 applicable, and any infrastructure necessary to support the plan,
25 program, project, or activity.

26 (5) Routine maintenance and operation of any facility located,
27 in whole or in part, in the Delta, that is owned or operated by a
28 local public agency.

29 (6) Any plan, program, project, or activity that occurs, in whole
30 or in part, in the Delta, if both of the following conditions are met:

31 (A) The plan, program, project, or activity is undertaken by a
32 local public agency that is located, in whole or in part, in the Delta.

33 (B) Either a notice of determination is filed, pursuant to Section
34 21152 of the Public Resources Code, for the plan, program, project,
35 or activity by, or the plan, program, project, or activity is fully
36 permitted by, September 30, 2009.

37 (7) (A) A project within the secondary zone, as defined pursuant
38 to Section 29731 of Public Resources Code as of January 1, 2009,
39 for which a notice of approval or determination pursuant to Section
40 21152 of the Public Resources Code has been filed before the date

1 on which the Delta Plan becomes effective. *This includes, but is*
2 *not limited to, any plan, program, project, or activity within the*
3 *secondary zone of the Delta, which is consistent with an adopted*
4 *general plan, sphere of influence, specific or master plan,*
5 *development agreement, subdivision map, or other land use*
6 *entitlement or permit, having received environmental certification*
7 *under the California Environmental Quality Act (Division 13*
8 *commencing with Section 21000) of the Public Resources Code*
9 *or which otherwise has vested rights as of the effective date of the*
10 *Delta Plan, or both.*

11 (B) Any project for which a notice of approval or determination
12 is filed on or after the date on which the final Bay Delta
13 Conservation Plan becomes effective, and before the date on which
14 the Delta Plan becomes effective, is not a covered action but shall
15 be consistent with the Bay Delta Conservation Plan.

16 (C) Subparagraphs (A) and (B) do not apply to either of the
17 following:

18 (i) Any project that is within a Restoration Opportunity Area
19 as shown in Figure 3.1 of Chapter 3: Draft Conservation Strategy
20 of the Bay Delta Conservation Plan, August 3, 2009, or as shown
21 in a final Bay Delta Conservation Plan.

22 (ii) Any project that is within the alignment of a conveyance
23 facility as shown in Figures 1 to 5, inclusive, of the Final Draft
24 Initial Assessment of Dual Delta Water Conveyance Report, April
25 23, 2008, and in future revisions of this document by the
26 department.

27 (8) *Implementation of existing, fully permitted, habitat*
28 *conservation and agricultural mitigation plans and programs*
29 *within the primary and secondary zones of the Delta.*

30 (9) *Agricultural employee housing, low-income housing, and*
31 *infill residential projects, as described in Section 21159.22,*
32 *21159.23, or 21159.24 of the Public Resources Code, and other*
33 *infill development projects, as defined in Section 15332 of Title*
34 *14 of the California Code of Regulations.*

35 (10) *All of the categorical exemptions recognized under the*
36 *California Environmental Quality Act (Division 13 commencing*
37 *with Section 21000) of the Public Resources Code).*

38 (11) *Any anticipated upgrades to existing drinking water,*
39 *stormwater, or wastewater treatment facilities to meet state water*
40 *quality requirements.*

1 *(12) Any levee improvements and other flood control projects*
2 *in the secondary zone of the Delta that are consistent with state*
3 *standards or federal standards, or both, and which have complied*
4 *with the California Environmental Quality Act (Division 13*
5 *(commencing with Section 21000) of the Public Resources Code)*
6 *or the federal National Environmental Policy Act (42 U.S.C. Sec.*
7 *4321 et seq.), or both.*
8 (c) Nothing in the application of this section shall be interpreted
9 to authorize the abrogation of any vested right whether created by
10 statute or by common law.



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

April 18, 2012

Assemblymember Joan Buchanan
California State Assembly
State Capitol Room 2148
Sacramento, CA 94249-0015

Honorable Assemblymember Buchanan,

RE: Support for AB 1884 Buchanan

The Town of Discovery Bay Community Services District is writing in support of AB 1884 (Buchanan), designed to clarify and make exclusions from the definition of "covered actions" as specified in the Sacramento-San Joaquin Delta Reform Act of 2009.

Existing law establishes the Delta Stewardship Council as an independent agency of the State. Existing law requires a state or local public agency that proposes to undertake a covered action that will occur within the boundaries of the Delta or the Suisun Marsh to prepare, and submit to the Delta Stewardship Council, a specified written certification of consistency with the Delta Plan prior to taking those actions.

This bill excludes from the definition of "covered action" any anticipated upgrades to existing drinking water, storm water, or wastewater treatment facilities. This bill would also exclude from the definition of "covered action" any levee improvements and other flood control projects in the secondary zone, and would exclude from the definition the implementation of existing, fully permitted, habitat conservation and agricultural mitigation plans and programs within the primary and secondary zones of the Delta. It also excludes any plan, program, project, or activity within the secondary zone of the Delta, which is consistent with an adopted general plan, sphere of influence, specific plan, development agreement, subdivision map that has received environmental certification under CEQA as of January 1, 2009 or the effective date of the Delta Plan, or both.

AB 1884 is intended to support local government authority and responsibility related to land use, wastewater treatment and recycling, public health and safety, recreation and environmental protection and economic development and environmental protection.

We strongly support this bill, and thank you for your leadership in attending to this critical matter.

Sincerely,

V. Chris Steele, Board President
Town of Discovery Bay CSD

Cc: Board of Directors
Rick Howard, General Manager



Town of Discovery Bay
"A Community Services District"
AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Approve and Send Letter of Support for AB 1540 (Buchanan)

Recommended Action

Authorize Board President to execute letter of support of AB 1540 (Buchanan)

Executive Summary

Existing law designates the Department of Boating and Waterways as the lead agency in cooperating with other agencies in controlling water hyacinth and *Egeria densa* in the Sacramento-San Joaquin Delta, its tributaries, and the Suisun Marsh. This bill would additionally designate the department as the lead agency in cooperating with other agencies in controlling South American Spongeplant (*Limnobium laevigatum*) in the delta, its tributaries, and the marsh.

Limnobium laevigatum (South American spongeplant) is a perennial aquatic plant found on the San Joaquin river and the Sacramento-San Joaquin delta. The spongeplant can form thick mats across the water causing problems for boats, fish, and water infrastructure. *Limnobium laevigatum* can spread rapidly through quick seed production and vegetative growth. The small, floating seeds easily disperse once produced.

This invasive plant, if not controlled, can become more damaging than both water hyacinth and *Egeria densa* combined. The size of the seed pods allow for rapid propagation and will eventually choke off rivers, streams, canals, and the Delta.

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

AB 1540 (Buchanan)
South American Spongeplant Flyer
DRAFT Letter of Support

AGENDA ITEM: E-6

Introduced by Assembly Member Buchanan

January 24, 2012

An act to amend Section 64 of the Harbors and Navigation Code, relating to state waters.

LEGISLATIVE COUNSEL'S DIGEST

AB 1540, as introduced, Buchanan. Sacramento-San Joaquin Delta: invasive weeds: South American Spongeplant.

Existing law designates the Department of Boating and Waterways as the lead agency in cooperating with other agencies in controlling water hyacinth and *Egeria densa* in the Sacramento-San Joaquin Delta, its tributaries, and the Suisun Marsh.

This bill would additionally designate the department as the lead agency in cooperating with other agencies in controlling South American Spongeplant (*Limnobia laevigatum*) in the delta, its tributaries, and the marsh.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. The Legislature finds and declares the following:
- 2 (a) Aquatic weeds have been a continuing problem in the
- 3 Sacramento-San Joaquin Delta and have been growing in the delta
- 4 at an unprecedented rate.
- 5 (b) Invasive species of aquatic weeds growing in the
- 6 Sacramento-San Joaquin Delta obstruct navigation, impair other

1 recreational uses of the waterways in the delta, and have the
2 potential of damaging manmade facilities, including federal and
3 state water pumping operations.

4 (c) The health and stability of fisheries and other ecosystems
5 in the Sacramento-San Joaquin Delta are threatened by invasive
6 aquatic weeds, which are known to have the following impacts:

7 (1) Destroy tourism in the delta, and reduce boating, fishing,
8 and swimming in delta waterways.

9 (2) Block birds' access to waterways and nesting areas.

10 (3) Threaten water supplies by blocking canals, pumps, and
11 dams.

12 (4) Damage water quality in the delta resulting from the decay
13 of plants.

14 (5) Increase flood risk.

15 (6) Prevent the growth of native plants.

16 (d) Water hyacinth and *Egeria densa* are the only invasive
17 aquatic weeds that are authorized for treatment in the
18 Sacramento-San Joaquin Delta.

19 (e) South American Spongeplant (*Limnobium laevigatum*) is a
20 highly invasive weed that grows and spreads at a rate that could
21 devastate the Sacramento-San Joaquin Delta environment in just
22 a few years, and the spongeplant is a prolific seed-bearing plant
23 that will be difficult to eradicate if it is allowed to grow and spread
24 in the delta.

25 (f) Early stage treatment of the South American Spongeplant
26 (*Limnobium laevigatum*) in the Sacramento-San Joaquin Delta
27 will reduce the need for more extensive and costly later efforts to
28 keep the spongeplant from spreading in the delta.

29 SEC. 2. Section 64 of the Harbors and Navigation Code is
30 amended to read:

31 64. (a) The Legislature hereby finds and declares that the
32 growth of water hyacinth and, *Egeria densa*, and *South American*
33 *Spongeplant (Limnobium laevigatum)* in the Sacramento-San
34 Joaquin Delta, its tributaries, and the Suisun Marsh has occurred
35 at an unprecedented level and that the resulting accumulations of
36 water hyacinth and, *Egeria densa*, and *South American Spongeplant*
37 (*Limnobium laevigatum*) obstruct navigation, impair other
38 recreational uses of waterways, have the potential for damaging
39 manmade facilities, and may threaten the health and stability of
40 fisheries and other ecosystems within the delta and marsh.

1 Accordingly, it is necessary that the state, in cooperation with
2 agencies of the United States, undertake an aggressive program
3 for the effective control of water hyacinth and, *Egeria densa*, and
4 *South American Spongeplant (Limnobium laevigatum)* in the delta,
5 its tributaries, and the marsh.

6 (b) The department is designated as the lead agency of the state
7 for the purpose of cooperating with agencies of the United States
8 and other public agencies in controlling water hyacinth and, *Egeria*
9 *densa*, and *South American Spongeplant (Limnobium laevigatum)*
10 in the delta, its tributaries, and the marsh.

11 (c) The department, other state agencies, cities, counties, and
12 districts are hereby authorized to cooperate with one another and
13 with agencies of the United States in controlling water hyacinth
14 and, *Egeria densa*, and *South American Spongeplant (Limnobium*
15 *laevigatum)* in the delta, its tributaries, and the marsh and may
16 furnish money, services, equipment, and other property to that
17 end.

18 (d) Up to five thousand dollars (\$5,000) per year of the funds
19 available for expenditure by the Department of Fish and Game to
20 implement this section shall be paid from the Harbors and
21 Watercraft Revolving Fund.

22 (e) Whenever any control program is proposed to take place in
23 Rock Slough, the department and the Contra Costa Water District
24 shall develop a memorandum of understanding establishing the
25 parameters of the control program. This subdivision does not apply
26 to any control program proposed for Sand Mound Slough.

**Assembly Bill 1540~ Sacramento-San Joaquin Delta; invasive weeds; South American Spongeplant *Limnobium laevigatum*
Assemblymember Joan Buchanan (D – 15)**

LEGISLATIVE INTENT

Assembly Bill 1540 would amend the Harbors and Navigation code to designate the Department of Boating and Waterways as the lead agency in cooperating with other agencies in controlling South American Spongeplant in the delta, its tributaries and the marsh.

PROBLEM

The Department of Boating and Waterways currently has the authority to control only two invasive aquatic weed species - water hyacinth and egeria densa. South American Spongeplant is a highly invasive weed that grows and spreads at a rate that could devastate the Sacramento-San Joaquin Delta environment. Spongeplant is a prolific seed-bearing plant that will be difficult to eradicate if it is allowed to grow and spread.

BACKGROUND

In 1982, SB 1344 designated the Department of Boating and Waterways as the lead agency in controlling water hyacinth in the Sacramento-San Joaquin Delta, its tributaries and the Suisun Marsh. In 1997, AB 2193 amended the law to add egeria densa to the control program.

Aquatic weeds are a continuing problem in the Delta and have been growing at an unprecedented rate. Invasive species of Aquatic weeds obstruct navigation, impair other recreational uses of the waterways and have the potential of damaging manmade facilities, include federal and state water pumping operations. Invasive aquatic weeds threaten the health and stability of fisheries and other ecosystems, tourism, water quality, and increase flood risk.

Early treatment of the South American Spongeplant will reduce the need for more extensive and costly later efforts to keep the spongeplant from spreading in the Delta.

BILL SUMMARY

- Designates the Department of Boating and Waterways as the lead agency of the state for the purpose of cooperating with other agencies in controlling water hyacinth, egeria densa and South American

Spongeplant in the delta, its tributaries, and the Suisun Marsh.

SUPPORT

OPPOSITION

- None on File.

STATUS

- Introduced 1/24/2012

FOR MORE INFORMATION

Susanna Schlendorf, (916) 319-2015

A new invader

South American spongeplant: worse than water hyacinth?

It chokes out everything.

Many seeds. Small seedlings move easily.

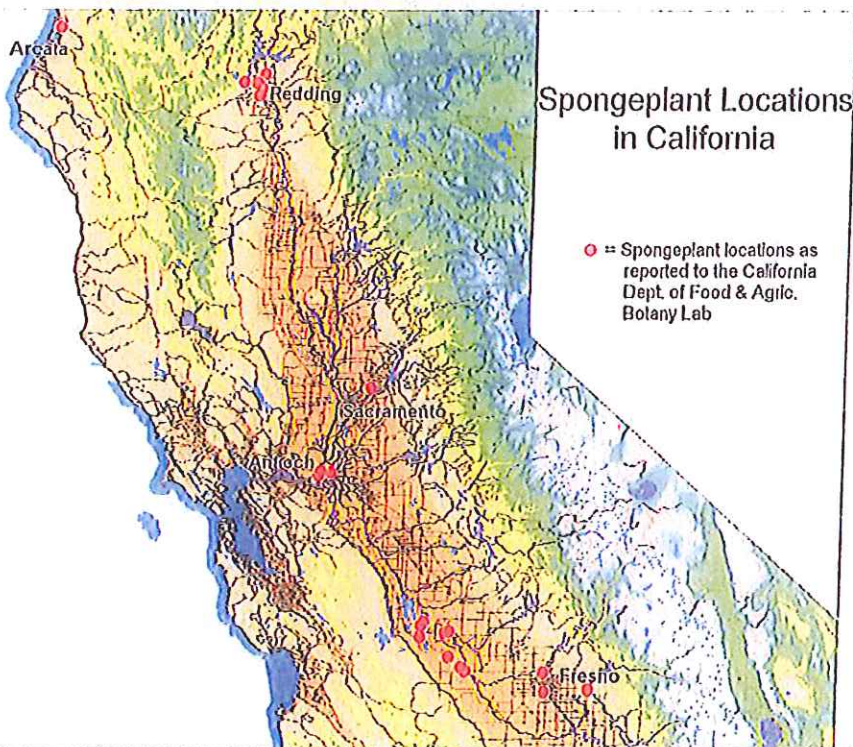


The first California infestation, found in a 5-acre Redding pond in 2003, seen here before treatment. **Spongeplant choked out several other aggressive water weeds, like water primrose and parrotsfeather.**



Spongeplant mixed in with duckweed. The red circles show spongeplant seedlings. **Water hyacinth rarely reproduces from seed, but spongeplant has many seeds and seedlings. Seeds survive at least three years.**

It's really starting to spread.



Official state records of spongeplant locations. **The first record of spongeplant was in 1996 in a pond system in the East Bay hills, but that infestation was eradicated. In 2003, it appeared in Arcata and Redding, and those two infestations still survive. No more spongeplant appeared until the summer of 2007, when plants were reported in the San Joaquin River in Fresno. In late December, 2007, it was found a few miles from Antioch in the Sacramento River Delta, but seemed to disappear after a storm. In winter of 2008, plants were found in a canal off the Kings River east of Fresno. In summer, 2008, it appeared in canals in western Fresno County. In 2009 and 2010, it was again found in the Delta.**

But maybe we can beat it.



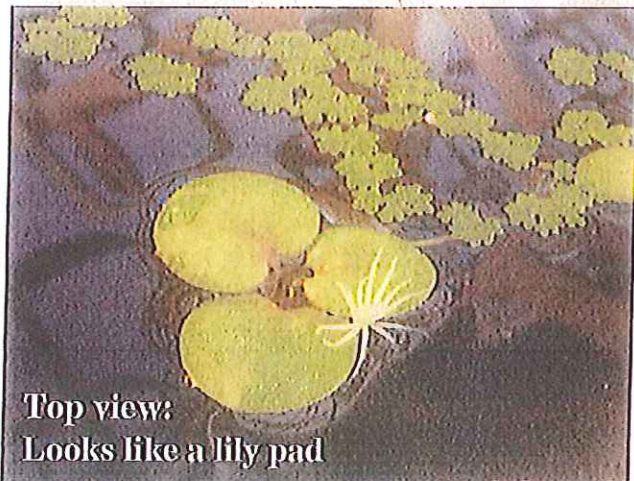
Before treatment



After treatment

Left: Spongeplant in a canal in western Fresno County. Right: The same canal two weeks after treatment. Spongeplant spreads easily but it is relatively easy to control, if it hasn't had time to make a lot of seeds.

Learn to spot it!



Top view:
Looks like a lily pad



Side view:
Look for curved bottom of leaf



Crowded:
Looks like water hyacinth

Spongeplant has an unusual leaf shape when it's not crowded. Then its leaves lie flat on the water (above, left) and from the side it looks like a boat's keel (above, right). In crowded conditions (left), the leaves turn upright, the leaf stems become long, and the leaves thin and expand. In crowded conditions, spongeplant looks like a lot like water hyacinth, but it's smaller (about 8 to 14 inches tall). The long pale filaments of the star-shaped female flower are easy to see in the photos above.

HELP THE EFFORT!

You can help by reporting finds or having your stream, pond, or canals checked. And thanks.

For more information:

http://www.cdfa.ca.gov/phpps/ipc/hydrilla/hydrilla_hp.htm

To report plants or find out about surveys: Patrick Akers at pakers@cdfa.ca.gov



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

April 18, 2012

Assemblymember Joan Buchanan
California State Assembly
State Capitol Room 2148
Sacramento, CA 94249-0015

RE: Support for AB 1540 (Buchanan)

Honorable Assemblymember Buchanan,

The Town of Discovery Bay Community Services District would like to thank you for introducing AB 1540. We support the proposed legislation designed to allow the state's Department of Boating and Waterways (DBW) to treat South American spongeplant (*Limnoblum laevigatum*) in the environmentally sensitive and ecological rich California Delta.

By clearing the way for such treatment, this bill allows the state to address spongeplant before it spreads more widely throughout the Delta. Other aquatic invasive plants such as water hyacinth and *Egeria densa* are already taking a heavy toll on the Delta, and spongeplant could be just as bad or worse if permitted to spread.

The DBW has and continues to treat water hyacinth and *Egeria densa* in the Delta, but does not have legal authority to assist in the treatment and eradication effort of the South American Spongeplant. This bill provides the DBW with the necessary authority to treat spongeplant during the course of their routine eradication effort of other invasive species. As proposed, AB 1540 is a common sense measure which will result in a more tailored approach to non-native species eradication of water weeds.

As the largest residential water based community on the Delta, we are familiar with the toll invasive species have in the Delta. The California Delta is a key component of California's environment and infrastructure. Protecting the area from invasive plants is a critical need. Aquatic weeds continue to be a problem in the Delta and have been growing at an unprecedented rate in recent years. In Discovery Bay alone, *Egeria densa* and water hyacinth have resulted in impassable waterways. These invasive species obstruct navigation, impair recreational uses of the waterways, and have the potential to damage critical water pumping operations. Foreign aquatic weeds threaten the health and stability of fisheries, sensitive ecosystems, tourism, water quality, and increase flood risk. This bill takes an important step toward establishing a sustainable management system for the entire Delta region.

We strongly support this bill, and thank you for your leadership in attending to this critical matter. We look forward to working together to ensure the bill's successful passage into law.

Sincerely,

V. Chris Steele, Board President
Town of Discovery Bay CSD

RH/ca

Cc: Board of Directors
Rick Howard, General Manager
Lucia Becerra, Department of Boating & Waterways



Town of Discovery Bay
"A Community Services District"
AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Approve and authorize letter to Governor Brown Opposing the elimination of the California Department of Boating and Waterways and transferring those responsibilities to the California Department of Parks and Recreation

Recommended Action

Authorize Board President to a send letter on behalf of the Town of Discovery Bay to Governor Brown Opposing the elimination of the California Department of Boating and Waterways and transferring those responsibilities to the California Department of Parks and Recreation

Executive Summary

Governor Brown, in an effort to streamline state government, has proposed the elimination of the Department of Boating and Waterways (DBW) and consolidate those efforts into the Department of Parks and Recreation (DPR).

DBW funds are "source" funds, meaning that they do not receive any state general fund subsidies. All of their revenues and expenditures come from and stay within the boating community.

Staff recommends that the Board authorize the President to sign the attached letter and forward it to Governor Brown opposing the elimination of the DBW into the DPR.

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

Draft letter to Governor Brown opposing the elimination of the Department of Boating and Waterways

AGENDA ITEM: E-7



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

April 18, 2012

Governor Jerry Brown
c/o State Capitol, Suite 1173
Sacramento, CA 95814

Subject: Oppose Efforts to Eliminate the Department of Boating and Waterways

Honorable Governor Brown,

The Town of Discovery Bay Community Services District would like to express opposition to your proposal to eliminate the California Department of Boating and Waterways and consolidate their efforts into the Department of Parks and Recreation.

The Town of Discovery Bay is the largest water based community on the California Delta. The environmentally sensitive California Delta region relies on the DBW to assist in many areas of Delta conservation, recreational boating, and boater's safety. The elimination of the DBW would throw that delicate balance of conservation and recreation out the window and turn over the responsibility to the Department of Parks and Recreation. We are concerned that the proposed consolidation will result in reduced services and funding in this sensitive and ecologically threatened habitat.

The Department of Boating and Waterways is a self-funded national model of how best to distribute the more than \$70 million collected each year from California's recreational boaters. DBW not only focuses on boating infrastructure improvements, boating safety, aquatic weed control and beach erosion, but they also participate in boater's education and awareness.

Dismantling the department and transferring "source" funds to the Parks and Recreation department would provide almost no savings to the state and would dilute the benefits these funds currently provide. Tax dollars collected from boaters to serve the needs of boaters would be in jeopardy of diversion to non-boating interests.

For these reasons, the Town of Discovery Bay Community Services District asks that you reconsider your decision to eliminate the Department of Boating and Waterways into and transfer those responsibilities into Parks and Recreation.

Thank you for considering our views and your attention to this very significant concern.

Sincerely,

V. Chris Steele, Board President
Town of Discovery Bay CSD

RH/ca

Cc: Board of Directors
Assemblymember Joan Buchanan
Senator Mark DeSaulnier



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Appointment of Public Members to the FY 2012-13 Budget Review Committee

Recommended Action

Appoint Public Committee Members to the FY 2012-13 Budget Review Committee

Executive Summary

At the March 7, 2012 Regular Meeting of the Board, the Board directed staff to seek three (3) members of the public to serve on the Fiscal year 2012-13 Budget Review Ad-Hoc Committee. Directors Simon and Tetreault were appointed by the Board to serve on the Committee.

Staff posted the committee vacancy as well as distributed a press release with information regarding the vacancy. Those members of the public who have applied to be on the FY 2012-13 Budget Review Committee are as follows:

Rita Caruso, Robert L. Graham, Michael McCleery (Served on FY 2011-12 Committee), Bill Pease, Judy G. Smith, and Rose Ann Solberg

Copies of their letters of interest and statements of qualifications are attached to this report.

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

March 7, 2012

Attachments

Letters Expressing Interest

AGENDA ITEM: F-1

Carol McCool

From: RITA CARUSO [REDACTED]
Sent: Wednesday, March 28, 2012 2:56 PM
To: Rick Howard City of Disco Bay
Subject: RE: Budget Committee

Dear Rick,

I would like to express to you my interest in being a part of the Budge Committee for 2012. I currently am a community leader serving as the president of the Discovery Bay Chamber. My job is in finance. I am a mortgage loan originator and have been in the mortgage finance industry since 1983!

Since being elected at chamber president, we have had increased revenue and a substantial savings account of which I have overseen and ensured the chamber's sustainability. All this during very financially challenging times for our economy.

I would like for you to consider adding me to this committee

Please feel free to contact me if you should have any questions or concerns! Thank you for your time and consideration.

all my best,
rita

RITA M CARUSO
SR Mortgage Consultant
Discovery Bay Chamber of Commerce President
NMLS #278812
CA DRE #01420577

**The talent of success is nothing more than doing what you can do, well.
Henry W. Longfellow**

RPM | MORTGAGE
3201 Danville Blvd, Suite 195
Alamo, CA 94507

Phone: 925.634.7592

Cell: [REDACTED]

Fax: 925.634.7092

Email: [REDACTED]

Website: www.rpm-mtg.com/RCarusos

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ROBERT L. GRAHAM



S U M M A R Y

A highly accomplished and driven business professional, with a track record of success in P&L responsibility, budgeting, forecasting, financial analysis, project management, business and marketing plan development, accounting, and customer service. Coordinates and leads dynamic teams to achieve company goals. Spearheads a variety of special projects and draws upon an expansive base of resources to deliver outstanding results on time and within budget. Leverages exceptional communication and interpersonal skills to build teams and gain consensus. Overcomes complex challenges with winning solutions and a solid commitment to excellence.

E X P E R I E N C E

CULINARY INSTITUTE OF AMERICA, St. Helena, California Director of Administration and Finance, 2004-2011

Managed finance and accounting, human resources, purchasing, safety and security, MIS, public relations and campus store. Served as project manager for construction projects, including two residence facilities, one conference center and parking lot expansion. Functioned as primary liaison with contract maintenance company, Sodexo.

- Developed new policies, including employee handbook.
- Streamlined new-hire procedures.
- Enhanced communication and made changes to the work-order system, resulting in improved customer satisfaction.
- Completed ROI analysis that supported adding additional dormitory. Completed dormitory on time and earned a LEED Gold certification. Relocated campus store to a new location near the main entrance, resulting in increase in year-over-year sales.
- Hired third-party safety and security company to improve service levels, with zero increase in dollars.
- Developed program and reduced benefit costs by 20%

EXECUTIVE INN AND SUITES, Oakland, California General Manager, 1995-2004

Established waterfront hotel as occupancy leader in the Oakland area. Revised property management system to optimize yield management. Developed hotel's first-ever operating budget, capital budget and guest service training program. Directed soft goods renovation and electronic lock installation. Oversaw front desk, housekeeping, sales, maintenance, public relations, accounting and marketing.

- Achieved and maintained 110% Revenue per Available Room (RevPar) penetration.
- Directed opening of 81 upscale suites in 2003, bringing total to 228.
- Achieved 30% workers' compensation expense reduction.
- Implemented guest room preventive maintenance program.
- Researched and installed computerized property management system, resulting in improved reservation and front-office operations.
- Developed an incentive program to reduce workers' compensation claims, which resulted in a 90% reduction in claims
- Implemented Guest Service training program, resulting in major improvement in guest comment scores.
- Earned rating as the *Best Business Hotel* in Oakland from Travel Adviser.
- Developed strong community presence through membership in the Chamber of Commerce, Convention and Visitors Bureau, and Airport Area Business Association.
- Reduced turnover by 100%.
- Developed and implemented marketing plan, with emphasis on individual corporate business during the week and social and military business on the weekend.

GRAHAM TAYLOR HOSPITALITY GROUP, Concord, California
Chief Executive Officer, 1990-1995

Served as Chief Operating Officer of hotel property management company. Operated 14 hotels under management contract, including all-suite, full-service and limited-service hotels. Provided asset management services, served as court-appointed receiver and completed numerous consulting assignments. Developed and implemented marketing and business plans, budgets, cash management and cost-control systems, reporting systems and property review checklists. Completed pro formas, market studies and budgets. Hired staff. Implemented policies, procedures, controls and yield management programs.

- Positioned hotels within marketplace.
- Led company growth from zero to 14 properties in five years.
- Conducted SWOT analysis for all properties.
- Developed positive relationships within the community.

TEACHERS MANAGEMENT INVESTMENT COMPANY, Costa Mesa, California
Director of Hotel Operations, 1989-1990

Coordinated operations of and directed the disposition of four hotels in this investment company's portfolio, including two Sheratons and one Hilton Hotel, with 500 employees and 800 total rooms. Maintained operating standards. Contributed to development of reorganization plans. Provided asset management services, including review and approval of budgets and marketing plans.

General Manager, Walnut Creek, California, 1987-1989

Managed Ramada Renaissance Hotel (now Marriott). Joined this four-diamond, 350-room hotel three months after opening. Developed and refined operational procedures, and coordinated final phases of construction. Property included two restaurants, one lobby lounge and one high-energy nightclub.

M I L I T A R Y S E R V I C E

NAVY, Lieutenant

E D U C A T I O N

MICHIGAN STATE UNIVERSITY, East Lansing, Michigan
M.B.A., Hotel and Restaurant Management, Finance

OHIO WESLEYAN UNIVERSITY, Delaware, Ohio
B.A., Economics

C E R T I F I C A T I O N

Certified Hotel Administrator
National Tax Training Certificate-2012

C O M P U T E R S K I L L S

Excel, Word, QuickBooks, Oracle, RDP, HIS/IHS Property Management Systems

Michael W. McCleery

March 23, 2012

Town of Discovery Bay Community Services District
1800 Willow Lake road
Discovery Bay, CA 94505-9376

Attn: Rick Howard

Subject: Letter of Interest for Serving on the CSD Budget Committee

Dear Mr. Howard:

Please accept this letter, and attached resume, as an application to serve on the proposed CSD Fiscal Year 2012-13 Budget Committee. I enjoyed working on the Committee last year, and look forward to serving again this year. As you know, I have an extensive background in budgeting and measuring performance against budget for a major defense company, as well as a condominium association. I believe this experience can be used to assist in the Town of Discovery Bay budget development – both for the next fiscal year, and also for five year planning.

For the next fiscal year, and years to come, I believe we should focus on the following:

- Assist the CSD staff in developing calendarized detailed budgets, and then summarizing them for use in measuring actual cost performance.
- Including “open commitments” (unpaid contractual commitments) when looking at capital expenditures.
- Summarizing budgets and actual costs by revenue source (separating reimbursed costs such as landscaping into separate categories).
- Displaying revised fiscal year estimates against full year budgets.
- Establishing reserves for replacement based on the 10 year water and sewer plans and remaining expected life of existing equipment.
- Publishing a five year expected case budget plan on the CSD web site to improve communications and to improve the public’s understanding of why rate increases will be required in the future.
- Looking at potential revenue sources including developer fees to mitigate the impact of required additional capacity and forthcoming requirements such as reducing copper, drugs, and salinity discharges.

Rick, as we discussed, I have a prior out-of-town commitment for April 23rd thru May 3rd, and then the entire period from May 22nd through July 5th. I hope I am able to attend most meetings based on the above constraints. Please let me know if you need another copy of my resume.

Sincerely,

Michael W. McCleery

Attachment

RECEIVED
3/5/12



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Bill Pease

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

I am a former Elected Official. I served on the Fremont City Council from 1996 to 2004. I also served on the following Boards and Commissions. Alameda County Housing Authority, AC Transportation Authority, AC Library Committee, EBRP Ardenwood Advisory Board, Fremont Chamber of Commerce Board, Irvington Business Association Board to name a few.

Why are you interested in our organization:

I am now retired and a full time resident of Discovery Bay. My wife Donna and I have owned a Home Here for the past eleven years. I want to volunteer my continues to be a very desirable place to live and raise a family.

Area(s) of expertise/Contribution you feel you can make:

My past elected position provides me with expertise in public budget oversight. Fremont's budget is 130 million a year. Having served on boards and agencies will allow me to make a very smooth transition onto any CSD Board Committee assignment. As a 25 year owner of my own company I would bring operational knowledge of both the private sector and public sector organizations. I believe understanding both sides of the fence greatly assists in public decision making.

Other volunteer commitments:

I currently serve on the DBPOA Design and Environmental Review Committee. I would be very honored if selected to serve on the CSD Board until the Nov. Thank you for your consideration.

* Must be at least 18 years old and a registered voter

* Must reside within District boundaries

JUDY G. SMITH

ACCOUNTING AND FINANCE PROFESSIONAL Start-up, High Growth and Mature Corporations

Seeking an Accounting position with accountability for financial and administrative functions. Increasingly responsible experience with cross-competencies in all phases of general accounting. Consistently successful in linking accounting with general operations to provide hands-on financial leadership. Excellent analytical, oral and written communication skills. Decisive, proactive and precise. Proficient with Jonas, Lawson, Softrax, Siebel CRM, QuickBooks, and Microsoft Word and Excel. FAS Fixed Asset Software, Qualifications include:

- Accounts Receivable / Payables / Payroll
 - Monthly Financial Statements
 - Supervision
 - Budgeting / Job Cost Analysis
 - Financial Analysis / Reporting
 - Operational Needs Assessment
-

EMPLOYMENT HISTORY

RUBY HILL GOLF CLUB, Pleasanton, CA – Controller

2008-2011

- Responsible for all accounting, accounts receivable, accounts payable, HR and payroll functions for private country club with approximately 100 employees.
- Performed daily reconciliation of all sales for food and beverage and golf shop. Communicated variances to department heads.
- Prepared monthly financial statements for twelve departments and consolidated entity. Assisted General Manager in presentation of financial results to owners.
- Developed and implemented a monthly close calendar to close by fifth working day.
- Worked closely with all department heads providing information and assistance as required.
- Supervised staff of two.
- Utilized Jonas and FAS Asset Software

TALEO CORPORATION, Dublin, CA – Contractor/Sr. Billing Project Administrator

2006 - 2007

- Talent Management Software Vendor. \$100 million revenue. 600 employees.
- Assisted with the transition of the Finance Department from Quebec, Canada to Dublin, California including implementation of Lawson accounting system. Reconciled Fixed Assets in Lawson that were previously recorded in Excel. Trained staff accountant on Fixed Assets module.
- Accepted position of Sr. Billing Project Administrator in Revenue group. Responsible for large company contracts from submission of customer-signed contract through billing and revenue recognition. Processed approximately 40 – 50 contracts per month including new customer contracts and install base upsell contracts. Worked closely with both sales staff and legal department to properly process and record contracts. Processed all journal entries in Lawson for Revenue group. Filed and paid sales tax monthly.
- Utilized Lawson, Softrax, Siebel CRM

JUDY SMITH

Page Two

MARISOFT INC., Concord, CA – Controller

2002 – 2006

- Custom software company with 12 employees. Company closed.
- Set up all financial accounting, receivables, payables, payroll and benefits for a software start-up that took over management and operations of Namesecure website.
- Responsible for financial statement preparation, cash flow projections and analysis and financial reporting.
- Worked closely with owner to wind down business.
- Utilized QuickBooks software.

NAMESECURE INC. / VERISIGN, INC., Concord, CA – Accounting Manager

2000 – 2002

- Domain name registrar with 50 employees. Company acquired by VeriSign.
- Responsible for completing three-year financial statement audit in preparation for IPO, merger and acquisition.
- Responsible for all accounting functions, including monthly financial statements, accounts receivable and accounts payable.
- Wrote and implemented accounting policies and procedures
- Supervised staff of three full-time personnel and two temporary accountants in daily accounting functions to record transactions and close books in a timely manner.
- Utilized QuickBooks software.

FREEPOINT TELBCOM, INC., Walnut Creek, CA – Western Regional Controller

1998 – 2000

- Start-up telecom company with 12 employees. Company closed.
- Prepared monthly financial statements for region, parent and consolidation.
- Responsible for all accounting functions, including accounts receivable, accounts payable, payroll, benefits administration, investor cash and stockholder records.
- Utilized QuickBooks software.

SOFTWARE EXPERIENCE

JONAS, LAWSON, SOFTRAX, SIEBEL CRM, QUICKBOOKS, FAS ASSET SOFTWARE

EDUCATION / CERTIFICATION

Virginia Commonwealth University – B.S. Accounting
J. Sergeant Reynolds Community College, VA – Adjunct Instructor
CPA, State of Virginia (Inactive)
CHAE, Hospitality Financial & Technology Professionals

ROSE ANN SOLBERG

PROFESSIONAL SKILLS/EXPERTISE

- Comprehensive knowledge of financial planning & analysis
- Excellent administrative, analytical and project management experience
- Proven inter-personal, leadership, and team-building skills
- Computer expertise in Apprise ERP, MAS-200, MS Excel, MS Word, AS400 Infinium Accounting, Quickbooks Pro, Computer Associates ACCPAC Accounting Software, SBT Accounting Software, Intuit Fixed Asset Manager, Crystal Report Writing, OBDC, FRX

PROFESSIONAL ACCOUNTING /MANAGEMENT EXPERIENCE

Sitcom Furniture, Oakland, California
Controller & Business Manager

2000 - 2011

- Manage accounting department of a multi-million dollar furniture design and wholesale distribution company reporting directly to the President.
- Successfully managed two major accounting conversion 1) 2001 moved from DacEasy to MAS200 and oversaw the ongoing technical issues to support the platform for the last 8 years 2) 2008 – project manager for the accounting conversion from MAS200 to Apprise Distribution – a nine month conversion that was achieved with tight budget restraints and timelines
- Supervise a staff of twelve individuals responsible for A/P, A/R, G/L, P/R, credit & collections, billing, and controlling \$12 million inventory, as well as overseeing IT manager.
- Develop, implement, and maintain MAS200 accounting system and in 2008 Apprise Distribution ERP, wrote policies and procedures for internal controls and supervised the adherence and compliance to them.
- Monitor and forecast cash flow. Review weekly management reports on potential issues affecting internal controls, cash flow, inventory valuation, sales trends, and customer credit concerns.
Manage credit and collections team to maintain accounts receivable at 95% current 1-30 days and reduced company's credit risk with weekly review of top 100 customers.
- Set up WOFE subsidiary in China with consolidated financials to support ongoing growth in the Asian market including transfer pricing and tax benefits.
- Develop and monitor corporation's annual budget of \$60 million, working directly with the CEO, Operations Officer and National Sales Manager to review monthly actuals to budget.
- Prepare schedules and assist external auditors with annual review and audit (including three IRS audits)
- Successfully negotiated multi-million dollar line of credit and renewed a \$5 million real estate loan and continually review cash flow needs with the bank (i.e. factoring receivables vs. line of credit use). Achieved 100% covenant compliance each year.
- Managed growth of company with average of 30% revenue increases annually holding EBITDA at 8-15%.
Responsible for review of all contracts (i.e. Sales vendor agreements, customer credit agreements, line of credit and bank notes) and acted as the liaison for our outside legal counsel
- Oversee human resource legal issues including new hires, terminations, PIP's.

Centre Capital Group, Walnut Creek, California

Controller

1999 - 2000

- Responsible for overseeing all the Accounting operations including:
- Directing the recording of all financial transactions
- Daily Treasury activity -- cash disbursements, cash receipts, wire transfers, escrow transfer
- Supervised the monthly closings of G/L accounts.
- Prepared monthly financial and management reports

Jenner Biotherapies, Inc. San Ramon, California

Manager of Accounting/Contract Administrator

1998 - 1999

Manage general accounting functions for a growing biotech corporation with an annual cash flow in excess of \$6M. Prepare financial statements and maintain general ledger, accounts payable, and fixed-asset accounts for a firm exploring an Initial Public Offering (IPO) and a Private Placement Offering (PPO). (All products were in the clinical trials phase; hence, accounts receivable was not required.)

Manage more than 30 contracts for laboratory/research facilities and clinical trials.

Determine status of contracts, develop agreements and budgets, and monitor payments and fees to doctors and researchers.

Personalized Business Management. San Francisco; Rochester, New York

Owner and Manager

1984 - 1998

- Provided computerized accounting services for small to medium-sized companies and corporations in California, New York, Texas, Minnesota, and Hawaii. Services included all day-to-day record keeping, compilation of monthly balance sheets, and income statements for clients in the biotech, medical, higher education, printing, graphic design, music, travel, and investment advisory areas.
- Prepared financial statements for clients, including accounts payable, accounts receivable, payroll and payroll tax filings, sales tax filings, annual budgets, and cash-flow analyses.
- Set up accounting departments for clients and supervised their remote operation from PBM's offices. Coordinated and managed corporate audits and year-end reports.
- Trained and supervised part-time support staff.
- Planned and built the growth of the company by establishing personal contacts with potential clients and building extensive referrals. Successfully migrated business from the West Coast to the East Coast, retaining a high percentage of West Coast clients.

Kingsley, Jennison, McNulty & Morse Investment Advisory. San Francisco

Administrative Portfolio Assistant to the President

1979 - 1984

- Prepared monthly analyses of equity-oriented investment portfolios for approximately 100 corporate and individual clients.
- Maintained daily communications with clients and brokers, monitored heavy trade activity, and reconciled month-end accounts.
- Assisted with development of software for performance analysis and multi-formula billing systems.

Bay Area Rapid Transit (BART) District. Oakland, California

Treasury Assistant
1978 - 1979

- Performed extensive bookkeeping, statistical and multi-district fund record maintenance for a municipal agency. Reported directly to the Treasurer.

Bank of America. San Francisco
Executive Secretary, Senior Vice-President, Investment Banking Division
1972 - 1979

EDUCATION/TRAINING/SEMINARS

City College of San Francisco. San Francisco, California
1984-1985

SEMINARS AND TRAINING

Learn It - Crystal Report Writing Course - 2010
Served on Unsecured Creditors Committee for ZGallerie Chapter 11 Bankruptcy
(appointed by Attorney General) APRIL, 2009 - PRESENT
AMA - Forensic Accounting and Auditing Workshop - April, 2007
AMA - Financial Analysis Course- Dec, 2006
Institute of Accounting Managers - member, 2002- attending various workshops on Ethics in Business,
Super User Certification - 2000
Computer Associates ACCPAC. Accounting Software Sessions. 1986 - 1989

COMMUNITY LEADERSHIP

Webster Central School District Board of Education. Webster, New York
Elected Member (1996 - 1998) and President (1997 - 1998)

- Developed operating policies facilitating educational/fiscal success of a district with 8000 students, 1100 employees, 660 teachers, 10 buildings, and a \$70M annual operating budget.
- Met weekly with Superintendent and senior staff to set agendas and establish district priorities.
- Chaired televised Board meetings and served as the Board spokesperson, representing the Board and the community with the media and at multiple public events.
- Served on numerous committees, including redistricting and a \$40M expansion of facilities.

John Muir Medical Center - Volunteer - 2012
Schlegel Road School. Webster, New York. PTSA Treasurer (1995 - 1996)
Literacy Volunteers of America. Rochester, New York. Volunteer (1994 - 1995)
Chamber of Commerce. Webster, New York. Member (1990 - 1991)
Girl Scout Leader, San Francisco - (1986 - 1987)
Lions Club of Discovery Bay - Member - 2008 - 2010

PERSONAL INTERESTS

- Kayaking, dirt bike riding, bicycling, camping - love to cook for friends and family.



Town of Discovery Bay
"A Community Services District"
AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Appointment of Board Members to District Representative Committee Positions

Recommended Action

It is recommended that the Board appoint District Representatives to vacant Committee positions for 2012

Executive Summary

Each year, the Board of Directors makes appointments for District Representatives. These appointees serve the District on a wide variety of committees and other agencies and report back to the entire board on their findings.

On April 4, 2012 the Board of Directors of the Town of Discovery Bay CSD voted and appointed a new Board Member, Jim Mattison, consequently there is a complete Board of five (5) members and they can now be appointed to the District Representative listing.

It is appropriate to make the Representative appointments in a timely manner.

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

March 21, 2012

Attachments

District Representative Listing for 2012

AGENDA ITEM: F-2

Town of Discovery Bay CSD Board of Directors

District Representative Listing for 2012*
 Approved / Updated March 21, 2012

DISTRICT REPRESENTATIVE		
	Director Appointed	Alternate
Budget Ad-Hoc Committee	Mark Simon	Ray Tetreault
Community Center	Chris Steele	Ray Tetreault
Contra Costa County Aviation Advisory Committee	Kevin Graves	Chris Steele
Contra Costa County Code Enforcement	Mark Simon	Rick Howard (Staff)
Contra Costa Special Districts Association	Kevin Graves	Mark Simon
East Contra Costa County Fire Protection District	Kevin Graves	Mark Simon
East County Water Management Agency	Board President	Board Vice President
Investment Oversight Ad-Hoc Committee	Chris Steele	Mark Simon
LAFCo	Chris Steele	Mark Simon
Parks/Landscaping	Mark Simon	Vacant
Police Services	Ray Tetreault	Vacant
Recreation Ad-Hoc Committee	Appointment when there is a full Board	
School Districts	Chris Steele	Kevin Graves
Transportation	Kevin Graves	Vacant
Water & Sewer Vendor	Ray Tetreault	Kevin Graves

* Adoption of this Listing constitutes approval of the Board for attendance at meetings and representation of the Town of Discovery Bay, by the designated representative (or in that representative's absence, the alternate) concerning the subject for which the appointment is made but does not address the issue of whether such attendance may be compensated or whether expenses may be paid for such attendance, as those issues are addressed by law and by separate policy of the Board.

SCOPE OF FUNCTIONS

Budget Ad-Hoc Committee: This involves working with staff in the development of the FY2012-13 Operating and Capital Improvement Program Budget. The Committee will meet on at least four (4) occasions prior to finalizing the budget for Board review and consideration.

Community Center: This involves meetings with public officials, public employees, Town staff and developers concerning issues involving the location of the Community Center.

Contra Costa County Aviation Advisory: This involves attending meetings of this committee to discuss airport operations and activities.

Contra Costa County Code Enforcement: This involves meeting with public officials, public employees and community groups covering issues of code enforcement in, or affecting, the Town.

Contra Costa Special Districts Association. This involves attending meeting of the Contra Costa Special Districts Association.

Contra Costa County Fire Protection District. This involves attending meetings of the East Contra Costa County Fire Protection District, and meeting with public officials, public employees and community groups concerning issues of fire protection in, or affecting, the Town.

East County Water Management Association. This involves attending meetings of this association, made up of representatives of local water and wastewater agencies to discuss, and exchange, information pertaining to water and wastewater operations.

Investment Oversight Ad-Hoc Committee - This involves meetings with public officials, public employees, and Town Staff that will review the District's investment portfolio through regular quarterly meetings and make recommendations that are consistent with the District's Investment Policy.

LAFCo: This involves attending meetings of LAFCO when an issue affecting the Town is before LAFCO.

Parks/Landscaping. This involves meeting with contractors, public officials, public employees, Town Staff, and community groups concerning issues involving the Town's parks and/or landscaping.

Police Services. This involves meeting with public officials, public employees and community groups covering issues of police services in, or affecting, the Town.

Recreation Ad-Hoc Committee - This involves meetings with public officials and Town Staff to begin to develop a recreation program aimed at providing additional recreational opportunities to the community.

School Districts. This involves attending meetings of the School Districts, and meeting with public officials, public employees or community groups concerning issues affecting the relationship between the Town and the Town's residents and School Districts whose area involves any portion of the Town.

Transportation. This involves attending meetings with public officials, public employees, and community groups concerning transportation issues affecting the residents of the Town.

Water and Sewer Vendor. This involves meeting with contractors, public officials, public employees, Town Staff, and Community groups concerning issues involving the Town's Water and Sewer contractor(s).



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

April 18, 2012

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

Agenda Title

Carvalho Property Discussion (Northwest intersection of Bixler and Point of Timber Roads)

Recommended Action

Provide Staff Direction pertaining to the Carvalho Property (Northwest intersection of Bixler and Point of Timber Roads)

Executive Summary

On March 30, 2011 the District received a letter (attached) from the Hofmann Company seeking determination as to the future use of two (2) agriculturally zoned parcels owned by the Hofmann Company and located at the northwest intersection of Bixler and Point of Timber Roads. The parcels are outside of the CSD's sphere of influence.

Pursuant to the Conditions of Approval for the parcels, the County conditioned that development may not commence should the TODBCSD choose to select the site(s) as a potential community center location.

The Community Center Committee considered these parcels as a potential Community Center location. However, the Committee recommended a location other than these parcels for a number of reasons; one (1), they are outside the CSD boundary and would require annexation into the District; two (2), it is zoned agriculture and no water or sewer services could be brought to serve the site; and three (3), these parcels were not the preferred location based upon results of the Community Center Needs Assessment Survey.

At this time, staff is seeking Board direction on the following issue - Does the construction of homes in the manner shown preclude or constitute an obstruction to the development of a Community Center in Discovery Bay?

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

Attachments

Letter from Hofmann Development Company and Site Map

AGENDA ITEM: F-3

H O F M A N N
L A N D D E V E L O P M E N T
C O M P A N Y

March 30, 2011

Town of Discovery Bay
Attn Rick Howard
1800 Discovery Bay Blvd.
Discovery Bay, CA 94514

RE: Carvalho Property, Community Center C.O.A.

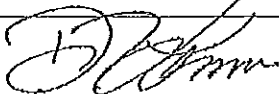
Gentlemen,

We have prepared plans to build 2 homes on agriculturally zoned parcels we own north-west of the intersection of Bixler and Point of Timber Roads, just outside the Town boundary. There is a condition of approval for the Discovery Bay West subdivision which applies to these parcels (copy of the condition and a site plan are attached). We have sought confirmation from Contra Costa County Conservation and Development Department that building homes in the manner shown on these 2 vacant lots is not in conflict with the attached Condition of Approval.

County Conservation and Development department staff has requested that we seek The Town of Discovery Bay's opinion on the applicability of the subject condition: does the construction of homes in the manner shown preclude or constitute an obstruction to the development of a community center? Yes or no? Additionally, if your Board has made a determination that the subject property is presently being considered, or alternatively, is out of the running for a future Community Center site, all parties would appreciate you communicating that status to County staff.

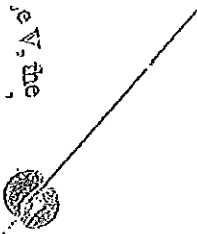
Thank you for your consideration of this matter.

Sincerely,
Hofmann Land Development Company



David T. Lennon
President
DTL
Cc: Will Nelson

MAILING ADDRESS: P.O. BOX 907 • CONCORD, CA 94522 • PHONE 925/478-2020 • FAX 925/977-1689
PHYSICAL ADDRESS: 3000 OAK ROAD • SUITE 360 • WALNUT CREEK, CA 94597



mitigate impacts to school facilities in a manner consistent with state law, as determined by the Byron Union School District.

Valuable Consideration for the County's Relinquishment of Development Rights over a Portion of Fallman Ranch Property

20. _____ Prior to recording the Final Map for any phase of Village V, the applicant shall complete the following actions:

a. The seven parcels identified as APNs 011-160-013, 011-160-014, 011-160-015, 011-160-016, 011-160-017, 011-160-018 and 011-160-019, which together encompass approximately 71.6 acres, shall be reconfigured as approved by the County into two parcels, with one being 40 acres and the other constituting the remaining acreage.

b. Upon completion of the reconfiguration, all development rights to the two parcels shall be grant deeded to the County. The language of the Grant Deed of Development Rights shall be subject to the review and approval of the Zoning Administrator prior to recordation. The language shall be written in such a way as to ensure that the grant deed provides for the adequate protection of agricultural uses on each of the parcels.

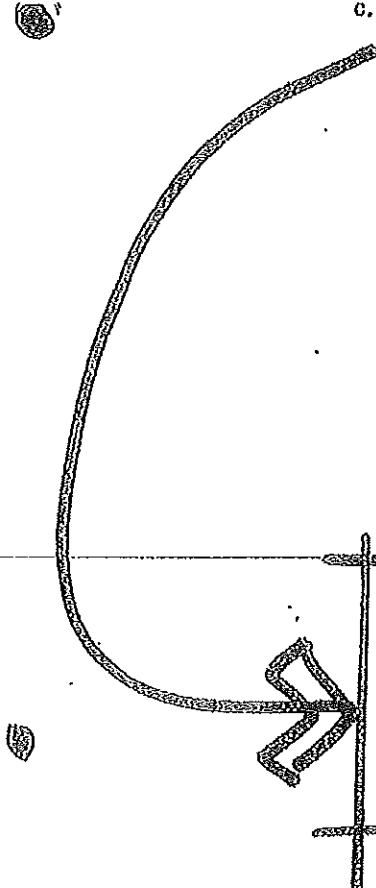
c. The grant deed shall specify that development of each parcel may occur only in the following manner:

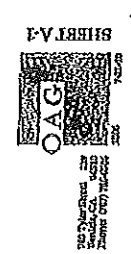
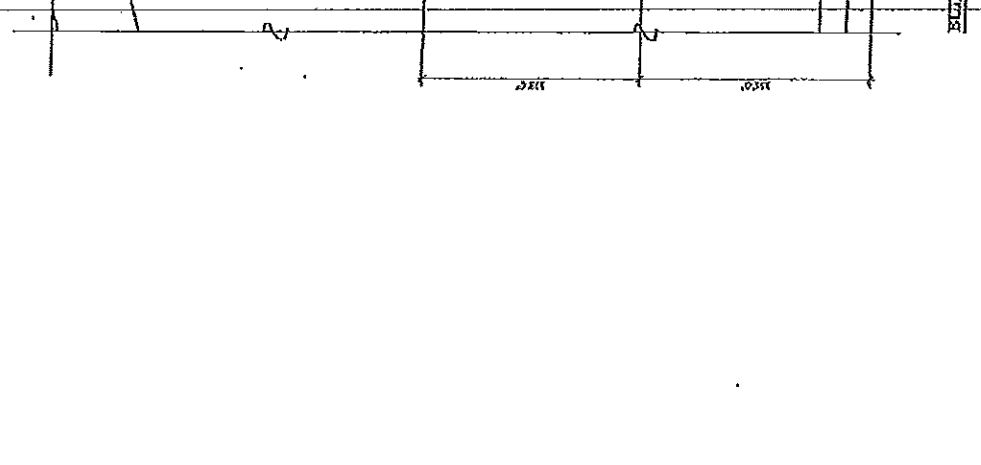
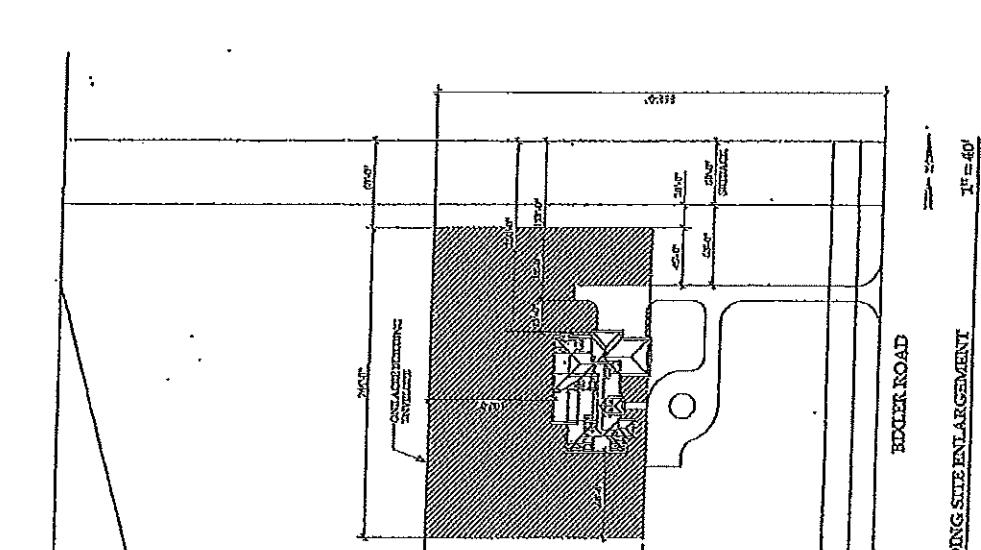
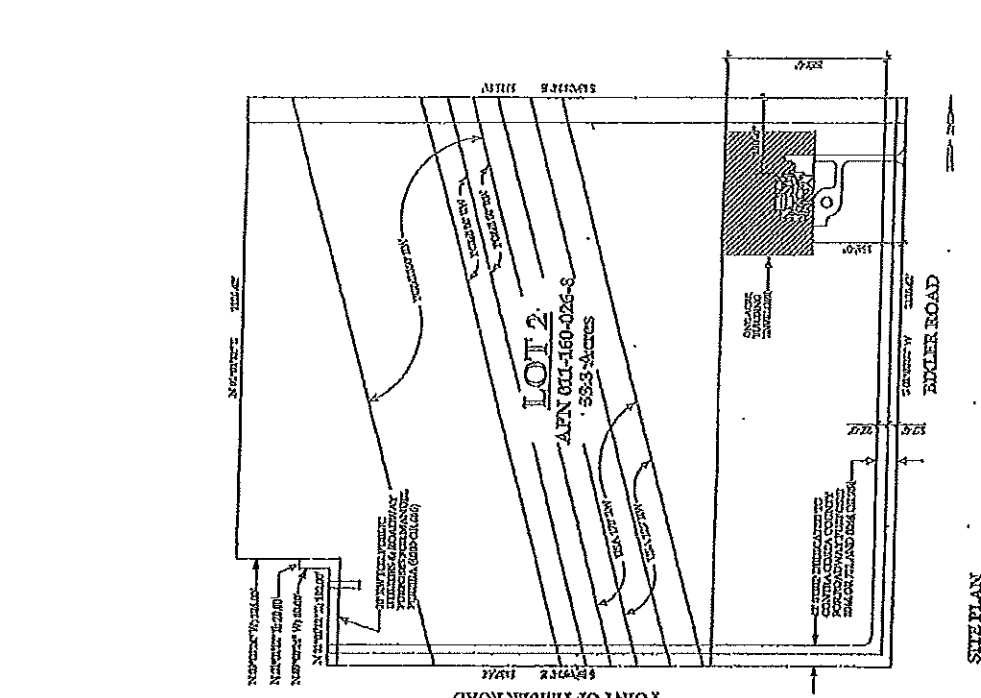
i. Upon submittal of an application for a residential building permit on each parcel, a one-acre building envelope shall be designated. This envelope shall be located within the 25% of the parcel that is closest to Bixler Road as measured in linear feet (an area approximately 260 feet deep). Within this building envelope a residence and its appurtenances such as sheds, swimming pools, pool houses, garages, tennis courts, basketball courts, etc. may be constructed. Only the driveway may be located outside of the building envelope.

ii. The remainder of the front 25% of each parcel may be developed with buildings and structures related to agricultural uses.

iii. The rear 75% of each parcel shall be reserved exclusively for agriculture.

iv. Development of permanent buildings and structures that the County determines may preclude or constitute an obstruction to the development of a community center shall not occur prior to January 1, 2015 unless an alternative site for a community center is dedicated elsewhere and accepted by the Town of Discovery Bay Community Services District.





CARVALHO - LOT 2
Discovery Bay, California

Hofmann Land Development
Company

SITE PLAN
1/4" = 100'

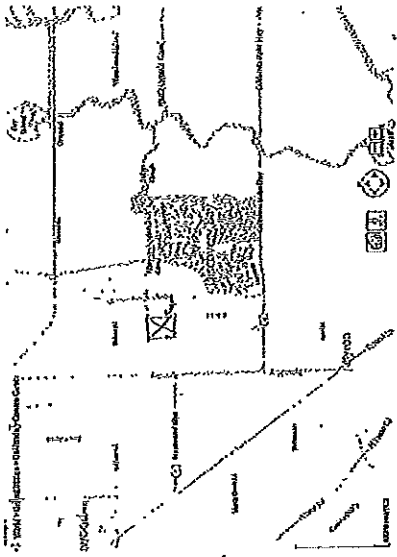
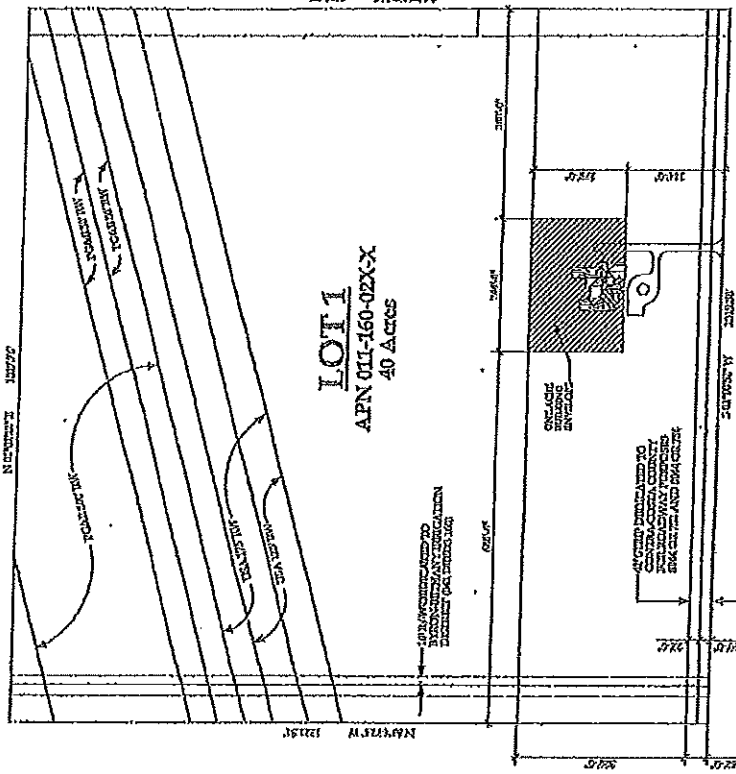
1/4" = 40'

BUILDING SITE ENLARGEMENT

Hofmann Land Development
Company

CARVALHO - LOT 1

Discovery Bay, California



569-035811 12/11



MONTHLY OPERATIONS REPORT
March 2012

Town of Discovery Bay, CA

946 Days of Safe Operations

39640 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Attended	Hours
Hazardous Communication General Electrical PPE Overview	All Staff Members	3.0
Operation		
Webinar – Hand / PPE protection	All Staff Members	0.5

WATER SERVICE

- Adjusted waste valve on Well 4 at NPWTP
- Installed auto control valve on Well 4 NPWTP
- Ordered Watts valve for NPWTP reclaim
- Insulated tubing Well 4 waste valve
- Repaired Chlorine line at NPWTP
- Troubleshoot CLA Valve Well 4

Customer Inquiries:

0 Brown water calls

# of Active Wells	Gallons of Water Produced	Chemical Usage/Delivered	Fire Hydrant Flushing
5	66.86 MG	2025 gals	0



Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives
16	0	0

WASTEWATER SERVICE

- o Installed new ARV on Clarifier L/S Plant 1
- o Vac Well A Influent PS
- o Calibration all Flow meters
- o Vac water out of electrical manholes at Plant #2
- o Installed Life rings hooks & new Life ring
- o Ordered parts for the UV 3000
- o Replaced bearing on belt press takeaway auger

Customer Inquiries:

0

# of Active Lift Stations	# of Inactive Lift Stations	Chemical Usage Polymer-gals	SSO	Wastewater Received (MG)
15	0		0	41.55

Collections:

- o Flushed **6,104 ft** of sanitary sewer. YTD **52,210 ft. 79%** completed
- o Inspected **38** manholes & covers. YTD **128**
- o Work on Hot Stop areas (Willow Lake, Drakes & Marlin)
- o Cleaned and adjusted pumps in L/S F
- o Swap pumps in L/S G
- o De-ragged transducer in L/S E

Wastewater Laboratory Analysis



<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>February Lab Data</i>	<i>March Lab Data</i>
Flow, MG Effluent, monthly total		46.41	50.24
Flow, Daily Discharge Flow, avg.	2.1 mgd	1.60 mgd	1.62 mgd
Effluent BOD ₅ , lbs/d, monthly avg.	350	13	47
Effluent TSS, lbs/d, monthly avg.	525	208	106
Effluent BOD ₅ , mg/L, monthly avg.	20	1.0	4.0
Effluent TSS, mg/L, monthly avg.	30	16	13
Total Coli form 7 day Median Max	23	8	7
Total Coli form Daily Maximum	240	21	8
% Removal BOD ₅ , monthly avg.	85	99	98
% Removal, TSS, monthly avg.	85	95	97
Electrical Conductivity, umhos/cm annual avg.	2100	2225 (YTD)	2175(YTD)

Red - new parameter added

Maintenance:

Preventive and Corrective

Total # of WO's Completed	Total Hours
274.0	133.8

Call & Emergency Responses

Call Outs	Emergencies
2	0

Personnel Hours & Overtime:

Regular Hours	Overtime
1315.25	29.0

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # H

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # I

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # J

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # K



YornOfDiscoveryBay (CSF)
Received
MAR 30 2012

EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes Board of Directors Regular Meeting

Monday March 5, 2012 -- 6:30 P.M.
Meeting Location: 3231 Main Street, Oakley

BOARD OF DIRECTORS		
Pat Anderson	Kevin Romick - President	Robert Kenny
Steve Barr	Joel R. Bryant- Vice President	Cheryl Morgan
Robert A. Brockman	Jim Frazier	Erick Stonebarger

Preceded by a Special Closed Session Meeting at 6:00 P.M., 3231 Main Street, Oakley

6:00 P.M. – Call to Order and Adjourn to Closed Session on the following matters: - (6:00 P.M.)

Director Frazier recused from Closed Session.

1. CONFERENCE WITH LABOR NEGOTIATOR
pursuant to Government Code Section 54957.6
Agency designated representative: Board President and Vice President
Employee Organizations: International Association of Fire Fighters, Local 1230,
AFSCME Local 2700, East County Fire Fighters Association (Reserves),
Unrepresented Management.

RECONVENE TO OPEN SESSION – 3231 Main Street, Oakley - (6:10 P.M.)

President Romick reported that during the closed sessions, the Board gave direction to Staff for Item 1.

CALL TO ORDER - (6:30 P.M.)

PLEDGE OF ALLEGIANCE- (6:30 P.M.)

ROLL CALL- (6:31 P.M) Directors Present: Anderson, Barr, Brockman, Bryant, Frazier
Kenny, Morgan, Romick, Stonebarger

PUBLIC COMMENTS- (6:31 P.M)

There were no Public Speakers

CONSENT CALENDAR- (6:32 P.M)

- C.1** Approve minutes from February 6, 2012 Regular Board of Directors Meeting.
- C.2** Approve minutes from February 27, 2012 Special Board of Directors Meeting.

Motion by: Director Anderson to approve Consent Calendar Items;
Second by: Director Kenny
Vote: Motion carried 9:0

PUBLIC HEARINGS

NONE

DISCUSSION ITEMS

- D.1** Adopt a Resolution of the Board of Directors of the East Contra Costa Fire Protection District Amending its Resolution NO.2012-02 by Amending and Restating Exhibit A Thereo - (6:33 P.M.)

Motion by: Director Frazier to approve Amending its Resolution NO.2012-02 by Amending and Restating Exhibit A
Second by: Director Barr
Vote: Motion carried 9:0

- D.2** Approve Filing a Written Argument Regarding the Proposed Parcel Tax. - (6:35 P.M.)

There were one Public Speakers – Stephen Smith

Motion by: Director Frazier to approve the President and Vice President filing a Written Argument Regarding the Proposed Parcel Tax
Second by: Director Anderson
Vote: Motion carried 9:0

- D.3** Appoint Directors to Successor Agency Oversight Boards for the Cities of Brentwood and Oakley. - (6:46 P.M.)

There were one Public Speakers -- Vince Wells

Motion by: Director Romick appointed Director Anderson for the City of Oakley and Director Barr for the City of Brentwood to Successor Agency Oversight Boards.
Second by: Director Stonebarger
Vote: Motion carried 8:1

INFORMATIONAL STAFF REPORTS - (6:50 P.M.)

1. Service calls for February 2012- Chief Henderson provided a report.

DIRECTORS' COMMENTS - (6:52 P.M.)

NONE

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS- (6:52 P.M.)

NONE

ADJOURN TO THE NEXT REGULAR BOARD MEETING SCHEDULED: April 2, 2012 - (6:53 P.M.)

Motion by: Director Kenny to adjourn to the next Board meeting, April 2, 2012

Second by: Director Frazier

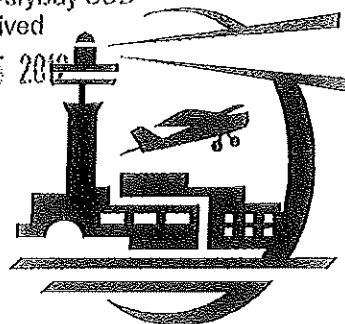
Vote: Motion carried 9:0

FINAL

Discovery Bay CSD

Received

APR 05 2012



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 9, 2012**

MEETING CALLED: The meeting was called to order by Chair Tom Weber at 12:00 p.m. at the Director of Airport's Office.

PRESENT: Mike Bruno, CCC Airports Business Association
David Dolter, At Large 1
Geoffrey Logan, Vice Chairperson, District III
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
David Pfeiffer, District V
Rich Spatz, Secretary, At Large 2
Russell Roe, District II
Tom Weber, Chair, District IV

ABSENT: Janet Kaiser, Diablo Valley College
Rudi Raab, District I

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Airports Director

**OPENING COMMENTS
BY CHAIR:** Tom Weber recognized David Dolter for his many years of service on the Aviation Advisory Committee (AAC).

**PUBLIC COMMENT
PERIOD:** It was asked that the meeting be closed in honor of Donald Coyle (KC's dad) who was a long-time aviation enthusiast and Buchanan Field user/tenant.

**APPROVAL OF
MINUTES:** Moved by Dave Dolter; seconded by Derek Mims. Geoff Logan Abstained. Approved unanimously.

APPROVAL OF

CONSENT ITEMS: Moved by Dave Dolter; seconded by Wilke Bruno. Approved unanimously.

PRESENTATION/SPECIAL REPORTS:

- a. None

DISCUSSION/ACTION ITEMS:

- a. Items Pulled from Consent
N/A
- b. Tenant Issues
An update on tenants experiencing difficult times was given and Airport staff is continuing to work with those tenants to keep them current.
- c. Buchanan Field Security Project Update and Access Card Issuance
 - o Getting close to completion; 1st walk thru on Friday, February 10.
 - o Once Airport staff has confirmed cards work with system, we will start noticing people in phases to come in and pick up their cards
 - o Airport staff was able to add a wireless system
 - o Russ Roe expressed concern over the card reader being too close to the gate; concern that someone could run into gate. Airport staff responded that the posts were installed to the design standards and did not know if they could be moved. The consultants will be asked about the distance to see if they have any concerns.
 - o Two gates on the west side for redundancy in case one stops operating; one will be locked open and only 1 gate will work at a time.
 - o Second gate was added to East Ramp as well.
 - o Harvard Holmes was concerned that the opening is wider and the car has to be far to the left to reach the reader (and it is too close to the gate); this leaves room for someone to go around and gain access with car there. Airport staff responded that with the proximity card you do not have to get as close to the reader.
 - o Russ Roe commented that a 20 foot gate size is average size and suggested the office phone number be posted nearby. These gates are only 16 feet wide.
- d. Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project
 - o It has been over 20 years since the runways were resurfaced.
 - o The project is due to start in June/July and will primarily affect corporate tenants; the entire project should take about 45 days.
 - o Cold and replace process of about the top 4 inches will be used and then the new 2 inch asphalt surface will be re-grooved.
 - o The primary runways (01L/19R and 14L/32R) will be closed for about 9 days when the work is performed in the intersection. Large aircraft will either need to remain at the Airport and not used or they will need to relocate for the 9 day period.

- The intent is to have Runway 32R lit at night during the construction period.
 - Airport staff will be working with the contractor over the next few months to refine the timeline and will let tenants know in advance (at least 30 days prior).
 - Project has to be done during summer months due to weather (dryness and temperature).
 - Core sampling has already taken place and a resident engineer will be brought in to oversee the process for the County.
 - The process for the pavement & asphalt is about 10 years old and more environmentally friendly, as such; the intersection will be done after other work has been performed so their learning curve will be in other less critical areas.
 - The 9 day closure period will be confirmed with the contractor. The AAC questioned whether there could be a financial incentive to shorten the time frame at the intersection.
 - Concern was expressed over relocating aircraft to other locations as the parties involved may prefer the location and stay there.
 - The overlay will not increase the weight capacity for the runway; however, the grooving could improve runways for braking ability.
 - The end of Runway 1L will not be closed for fuelers; the end concrete pads are not anticipated to be part of this project at this time.
 - This item will remain on the agenda until the project is completed for additional comment/input opportunities.
 - Since the project will be during the summer there will not be as many issues with IFR approaches due to weather. They will coordinate with Travis for the approach to minimize disruption of use.
- e. **Airport Draft Minimum Standards Document summary of Changes**
- This item will remain on the agenda throughout the process.
 - Comments were received from two (2) Buchanan Field tenants and one (1) Byron tenant.
 - Changes were made to the draft Minimum Standards Document and were distributed to the members.

UPDATES/ANNOUNCEMENTS

- a. **Airport Committee Update**
- Last meeting was held in December and its primary focus was the Airport budget.
 - Considering scheduling meetings less frequently; either bi-monthly or quarterly.
- b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
- Veterans Event -- last weekend in March. They have requested to use the transient ramp.
 - Mustang Car Show Event - June
- c. **Update from Airport Business Association**
- Mike Bruno asked if ADG was building new hangars. Airport staff explained that their lease was amended and they are still trying to market the project.

d. AAC Announcements

1. Airport Land Use Commission (ALUC)
 - a. City of Concord came out to discuss reuse of the naval weapons station. The ALUC is concerned about noise impacts to that area when it develops.
 - b. One member wanted to see if the Federal Aviation Administration (FAA) could pre-allow a development in that area to set Part 77 parameters.
 - c. Tom Weber brought up the City of Concord's citywide development plan as it affects the airport property. Tom would like a representative from the City of Concord to come out to ALUC in advance of the Environmental Impact Report being released to discuss safety issues. He would also like them to come out to the AAC regarding the current designation, what they are proposing and what it means from both a safety and revenue perspective. Tom then asked Airport staff to invite the City of Concord out to one of the next AAC meetings.
 - d. Concord did not ask for anything different with reuse plan; this is an amendment to get the plan into the City's General Plan.
2. March 1 terms expire for four (4) members.
 - a. Ed Young's recommendation for the At-Large position will go to the Internal Operations Committee on Monday, February 13 for consideration and should go to the full Board of Supervisors at the last meeting in February.
3. April is Officer Elections.
 - a. All existing officers will be termed out.
 - b. Members were encouraged to consider a position if they have not done so before.

e. Airport Staff Announcements

1. Raj Singh is replacing Sue Hill
2. Two new operations staff were hired: Zachary Stone & Ron Artale
3. An aircraft was stolen from Buchanan Field Airport over the weekend.
 - a. Not much information is currently available
 - b. Relevant parties are doing an investigation
 - c. Only one aircraft was stolen last year in the United States; usually only a few a year at most.
 - d. Russ Roe was half owner of the aircraft; he would use a different lock in the future.
 - e. Owners/pilots are responsible for securing their own aircraft.

FUTURE AGENDA ITEMS

- To be Determined

ADJOURNMENT: The meeting was adjourned by the Chair at 1:05 p.m.

APR 16 2012

TRANSPLAN COMMITTEE
Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County

MINUTES

March 8, 2012

The meeting of the TRANSPLAN Committee was called to order in the Tri Delta Transit Board Room, 801 Wilbur Avenue, Antioch, California by Chair Salvatore Evola at 7:57 P.M.

ROLL CALL

PRESENT: Gil Azevedo* (Antioch), Jim Frazier (Oakley), Brian Kalinowski (Antioch), Bruce Ohlson (Pittsburg), Mary N. Piepho (Contra Costa County Board of Supervisors), Kevin Romick (Oakley), Duane Steele (Contra Costa County Planning Commission), Robert Taylor (Brentwood), Joe Weber* (Brentwood), and Chair Salvatore Evola (Pittsburg)

ABSENT: None

STAFF: John Cunningham, TRANSPLAN Staff
David Schmidt, Legal Counsel

* Arrived after Roll Call

PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA

There were no comments from the public.

CONSENT ITEMS

On motion by Duane Steele, seconded by Bob Taylor, TRANSPLAN Committee members unanimously adopted the Consent Calendar, as follows:

3. Adopted Minutes from February 9, 2012 TRANSPLAN meeting.
4. Accepted Correspondence.
5. Received Environmental Register
6. Accepted Status Report on Major Projects

RESPOND TO REQUEST FOR SUPPORT FROM CONTRA COSTA COUNTY STAFF FOR THEIR CALTRANS COMMUNITY BASED TRANSPORTATION PLANNING GRANT FOR THE WILLOW PASS ROAD TRANSPORTATION ENHANCEMENT AND STREETScape PLAN

TRANSPLAN Committee Minutes

March 8, 2012

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John Cunningham, TRANSPLAN staff, noted that the TRANSPLAN Technical Advisory Commission (TAC) had reviewed the application and the TAC supported it and recommended support from the TRANSPLAN Committee.

On motion by Bob Taylor, seconded by Mary Piepho, TRANSPLAN Committee members unanimously supported Contra Costa County staff for their Caltrans Community Based Transportation Planning Grant for the Willow Pass Road Transportation Enhancement and Streetscape Plan.

Chair Frazier took the next two items out of agenda order.

SR4 BYPASS: SR4/SR160 CONNECTOR RAMPS: RECEIVE PROJECT UPDATE FROM STAFF AND TAKE ACTION AS APPROPRIATE

Mr. Cunningham reported that the item had been discussed during the SR4 Bypass Authority meeting. It was not necessary to be considered by the TRANSPLAN Committee but had been included on the agenda because TRANSPLAN is a party to the Memorandum of Understanding (MOU) intended to protect the Contra Costa Transportation Authority (CCTA) from any cost overruns. He had heard the discussion at the previous meeting, understood the direction to staff, and would work with the CCTA, BART, and Interim Program Manager Steve Kowalewski on that direction.

RECEIVE PRESENTATION FROM WATER EMERGENCY TRANSPORTATION AUTHORITY AND PROVIDE COMMENT/DIRECTION AS APPROPRIATE

John Sindzinski, Manager, Planning & Development for the Water Emergency Transportation Authority (WETA), soon to be known as the Bay Ferry, offered some background and history to what had previously been known as the Water Transit Authority (WTA). He reported that there were seven new ferry terminals under study in the greater Bay Area region. The WTA had been created by the State Legislature in 1999 to improve ferry service on San Francisco Bay as a commute alternate and to have some role in disaster recovery. In 2003 after several years of intensive study, the agency adopted the Implementation and Operations Plan (IOP) studying numerous routes of ferry service based on ridership, cost, and input from the community. The WTA moved forward with the adoption of the IOP identifying seven candidate routes.

In 2007, the WTA became the WETA with five to six staff and additional mandates for unfunded emergency operations to coordinate services on the water in the event of emergency but did not provide direct funding for emergency services. WETA was also to take over existing transit services.

Mr. Sindzinski noted that Alameda and Vallejo services had been taken over after the Loma Prieta earthquake and WETA now operated Alameda and Vallejo services. He added that the Golden Gate Ferry Service is a separate agency.

Mr. Sindzinski identified the first new project as a service to South San Francisco where there was now a completed terminal.

In response to Jim Frazier as to WETA's Prop1B allocation, Mr. Sindzinski reported that the Legislature had allowed for funding of \$250 million over ten year depending on the ability of the state to sell bonds. For RM2 funds, there were funds to do the initial studies and \$15 million between RM1 and RM2 funding annually for operations.

Gil Azevedo and Joe Weber arrived at 8:06 P.M.

When asked, Mr. Sindzinski advised of increased ridership but noted that Vallejo had lost 25 percent of its ridership in the last few years. He described the constraints given the economy and identified the seven ongoing projects which were at various stages of development. He reported that the Downtown San Francisco Ferry Terminal Expansion Project is in conceptual design and environmental review phases; the Berkeley Terminal is near completion of the conceptual design and environmental review process with a final Environmental Impact Statement (EIS)/EIR anticipated during the summer of 2012; the Central Bay Operations and Maintenance Facility is advancing to a final design; the Richmond Terminal is in the conceptual design phase with environmental review anticipated to start in spring 2012; the Redwood City Terminal Project is in the conceptual design phase; and WETA is coordinating with the City of Vallejo for implementation of the North Bay Operations and Maintenance Facility.

Mr. Sindzinski also identified the proposed Martinez Terminal located near the Marina noting that WETA attempted to stay out of marinas for a number of reasons, and with the close proximity of East Bay Regional Park District (EBRPD) property and a park priority use designation by the Bay Conservation and Development Commission (BCDC), there were significant issues involved.

Mr. Sindzinski stated that the new ridership model had shown serious reductions in ridership potentials to 2035. The two routes that showed strong ridership to 2035 continued to be Richmond and Berkeley. A consolidated EIS/EIR is being prepared for Hercules for its Intermodal Terminal, which project had significant issues. They would be talking to city staff in the next few weeks to get an update.

When asked about dredging, Mr. Sindzinski explained that the US Army Corps of Engineers would not dredge ferry terminals. In the case of Hercules and Martinez there was significant dredging required.

Initial dredge costs in Hercules had been estimated in excess of \$20 million and dredging would be required every two years at a cost of \$3 to \$5 million. Antioch is a deep water area and it did not have the same type of dredging issues.

For the Antioch Terminal Project, Mr. Sindzinski described two sites; the foot of "I" Street and in the Marina area. He noted some of the challenges in Martinez and Antioch in that there was no funding at all for building a terminal and operating services. Another issue in Antioch was ridership. He reported that two models for 2035 had been run; a constrained service showed 375 passenger trips a day (180 passengers), and unconstrained service assuming an all-day operation of up to 445 passenger trips a day. When asked, he explained that ball game supplementals would have to pay for themselves and had to be cross subsidized to meet mandatory fare box minimums of 40 percent.

Mr. Sindzinski pointed out that ridership numbers had been vetted with each city staff and there had been extensive outreach at the staff level. With respect to the Antioch model, it called for 3,000 housing units in the immediate vicinity of the two terminals by 2035. Another factor for Antioch was the travel time, upwards of two hours, operating at fairly modest speeds due to sensitive shorelines consistent with environmental agreements with the environmental community. He identified concerns with the impact of eBART. He used the Redwood City ridership as an example of such impacts given fuller trains and Peninsula Caltrain service in that case and the fact that the ferry terminal was geographically separate from the downtown by quite a distance requiring likely riders to ride by the Caltrain station.

Mr. Sindzinski advised that WETA was proceeding with conceptual designs and was in active discussions with some sites, including Antioch. He emphasized the need to find new sources of operating revenue.

When asked by Mary Piepho, Mr. Sindzinski described WETA's five-member Board of Directors who currently served for six-year terms. He also noted, when asked by Jim Frazier that the ferries operated with biodiesel, that the terminals were hugely expensive to build and maintain, and at this point no location had been identified where something could be built and sit given the lack of operating funds. As to the emergency aspect of WETA's charge, he explained that WETA's Operations Department had prepared an elaborate emergency plan with standing agreements with all the private ferry operators to assume their service on a cost reimbursement basis, although they did not have the capacity to move a significant number of people and the mandate was unfunded.

Brian Kalinowski suggested it was not necessary to build a structure in Antioch for an emergency response in Antioch given places where ferries could tie up and have access for the movement of people in the region.

Mr. Kalinowski noted the potential for levy failures and wanted to ensure that if the terminal was a long way off that there was an emergency response component that would be accessible to the region with information as to how it would operate.

Mr. Sindzinski commented that with a ferry terminal, a stable float of significant size was needed to be able to land a boat and get people on and off safely. When asked by Mr. Kalinowski, he explained that hovercraft had been evaluated particularly in Hercules and Martinez, and while a bit faster and no dredging was required a hovercraft could not be operated at a conventional ferry facility and vice versa particularly with respect to Americans with Disabilities Act (ADA) compliance. Hovercraft was also size constrained with only 199 passengers able to be accommodated. He added that it was also totally different technology, the cost was excessive, the craft were very noisy, and the ride was similar to an airplane in that passengers would have to remain in seats throughout the trip. He also noted that wind was a significant impediment to hovercraft.

Mr. Cunningham verified that the travel time from Antioch was reportedly two hours as opposed to a previously identified 90 minutes as a result of the shoreline issues.

Mr. Sindzinski also suggested that with tule fog it was virtually impossible to operate ferry service. He added, when asked, that a ferry from Antioch would not stop at other terminals.

PUBLIC COMMENTS:

KERRY MOTTS, Antioch, President of the Rivertown Preservation Society, a group of Antioch residents to promote historic preservation, economic vitalization, and community service, expressed the community support for the expansion of ferry service and the historic link to ferry service in Antioch from the 1840's. He explained that the recent inclusion of Antioch's waterfront as a National Heritage area and the recognition of a historically significant ferry link would provide a direct link to that past; the ferry would fill the role of emergency transport, provide water transit and development critical to the revitalization of the Rivertown district; and allow the development of peripheral businesses and high density housing. He suggested that ridership would be higher in the future.

GARY AGOPIAN, Antioch, a member of the Antioch City Council and the City's Liaison to WETA, reported that he had spoken to the WETA Board in favor of hovercraft as a viable alternative for the water transit program. He suggested that if WETA was simply a water transit system there would be no fare box recovery or the ability to build the system. The Senate had passed a bill to establish emergency as a component in recognition that there had to be another way around in the event of a disaster or an emergency.

Mr. Agopian suggested that hovercraft was faster, quieter, and more efficient, environmentally sound, a proven technology, and because the units could go right on shore there would be no need for dredging or docks. It could be a true emergency unit moving people anywhere. He noted the need for a plan and stated that the authority did not have any plan.

Mr. Agopian also suggested that the \$250 million over ten years would allow sufficient funds to buy the equipment and suggested it would be a waste to spend money unnecessarily on dredging. He urged the TRANSPLAN Committee to encourage that thought process, emphasized that rather than an Antioch Terminal it would be an East County Terminal representing transit options needed in East County, stressed that East County residents had waited a long time for transit opportunities, suggested that WETA would provide another Bay Area connection, noted that the One Bay Area Plan showed development around the terminal and if the terminal was gone the development would be gone, emphasized that the terminal would be an important part of Antioch, and suggested possibilities of operational subsidies to make it more affordable. He stressed that the mission of the WETA, its emergency aspect, would have to be identified as a higher focus and suggested that WETA should be encouraged to take a hard look as to why the system would be viable along with the other transportation possibilities that would serve that emergency aspect.

MARTHA PARSONS, Antioch, a member of the Economic Development Commission and Chair of the Ferry Committee on that Commission, disagreed that fog would be a problem given her experience with a ferry in San Francisco that operated at normal speeds in foggy situations. She too emphasized the emergency aspect of WETA and stated that if there was an emergency the local hospitals in East County would need to be supplied. She stated that Antioch, the third largest city in Contra Costa County, needed to be recognized and addressed.

JAMES KYLE, Antioch, a member of the Economic Development Commission and the Ferry Subcommittee, asked for a better description of where the maintenance facility was located, the status of development, the potential funds, and the potential cost.

MARY ROCHA, Antioch, asked with respect to the emergency aspect why the service could not operate directly from San Francisco to Antioch to follow the plan.

In response to the comments, Mr. Sindzinski advised that the environmental work was being completed for the Alameda Maintenance Facility and once that work had been cleared the facility would move into the final design. Under current rules and laws, he explained that WETA could not move into the final design without final environmental documents. The plan was to move into the final design next year.

To the question of going from here to there as opposed to everywhere, Mr. Sindzinski stated that was exactly what would be done in that the ferry service would go directly to the various locations.

Bob Taylor emphasized that East County was on the move and he wanted to make sure that the TRANSPLAN Committee received updates on WETA's activities. He also asked that WETA's website be improved.

Jim Frazier recommended the formation of an advisory panel through TRANSPLAN to maintain open communications and suggested there was a serious problem given that TRANSPLAN had never heard of WETA.

Mr. Sindzinski commented that WETA used to have an active citizens' committee and was searching as to how to resurrect that process.

Jim Frazier stated that an agency needed to be created to maintain the line of communication and opportunities to support the project. As a member of the Contra Costa Transportation Authority (CCTA) with Bob Taylor, he also wanted to create some kind of line item through Measure J to consider funding given the Sustainable Communities Strategy (SCS) and transit oriented development (TOD) components. He emphasized that there needed to be a continual update as with eBART and more dialogue with staff to get the project moving in a regional effort.

Mr. Sindzinski advised when WETA Board meetings were held in San Francisco and stated that agendas were posted on the website.

Mary Piepho asked for an agenda distribution to at least watch what was occurring to remain engaged and share communications and if TRANSPLAN wanted to pursue a higher level of engagement, a subcommittee might be created to do that.

Mr. Sindzinski stated that a capital plan would have to be laid out to identify where they were going including the emergency side which would be something to look forward to on the Board.

Duane Steele suggested that the issue be split to address the emergency aspect quickly which would require a depth of water and access to a float separate from the transit portion. He suggested that there was no reason not to pursue the emergency part first very quickly and volunteered to be a part of that process if in two pieces.

Mr. Cunningham advised that he would memorialize the discussion in a letter to the WETA Board and because he had some technical questions he would include those questions in the letter, to be returned to the Board in April for discussion.

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On motion by Chair Evola, seconded by Mary Piepho, the Authority unanimously advised staff to continue discussions.

Mr. Cunningham advised that the closed session had been canceled and would be rescheduled at a later date.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION (Government Code Section 54956.9(a))

Case Name: TRANSPLAN & ECCRFFA vs. City of Pittsburg; Contra Costa County Superior Court Case No. MSN11-0395

[CANCELED]

ADJOURNMENT

On motion by Mary Piepho, seconded by Kevin Romick and carried unanimously to adjourn the TRANSPLAN Committee meeting at 9:10 P.M., to April 12, 2012 at 6:30 P.M. or other day/time deemed appropriate by the Committee.

Respectfully submitted,

Anita L. Tucci-Smith
Minutes Clerk