



TOWN OF DISCOVERY BAY CSD

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

Board Members

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

**NOTICE OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday September 1, 2010
1800 Willow Lake Road, Discovery Bay, California
REGULAR MEETING 7:00 P.M.
Website address: www.todb.ca.gov**

A. ROLL CALL

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

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

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

C. AREA AGENCIES REPORTS / PRESENTATION

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

D. CONSENT CALENDAR

1. Minutes of previous Special Meeting for July 29, 2010
2. Minutes of previous Regular Meeting August 4, 2010
3. Various District Invoices
4. Monthly Financial Reports
5. Eliminate the Title of Treasurer from list of Board Titles and add President Pro-Tempore and Adopt Resolution 2010-13 acknowledging this Change
6. Town of Discovery Bay CSD Website Policy and Adopt Resolution 2010-14

E. PUBLIC HEARING to Consider the Following

1. Conflict of Interest Code Amendment for 2010 and Adopt Resolution No 2010-12 (Howard)

F. NEW BUSINESS AND ACTION ITEMS

1. Town of Discovery Bay CSD Fiscal Year 2009-10 Operating and Capital Budget Summary Report (Howard)
2. Review of Residential Water Charges at Harbor Bay HOA (Howard)

G. COMMITTEE/LIAISON REPORTS

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

***These meetings are held Quarterly*

H. DIRECTORS' COMMENTS

I. GENERAL MANAGER'S REPORT

1. Veolia July 2010 Monthly Operations Report

J. LEGAL COUNSEL REPORT

K. CORRESPONDENCE – Discussion and Possible Action

1. R – Letter from Supervisor Piepho to Senator Boxer dated July 23, 2010 regarding Funding for the Sand Creek Road Interchange
2. R – Letter from Supervisor Piepho dated July 28, 2010 regarding Board of Supervisors Meeting Board Orders*
3. R – Letter from Supervisor Piepho to CCC Public Works dated August 4, 2010 regarding the correspondence from the Byron Municipal Advisory Council (MAC) about the on-going concerns regarding the intersection of J-4/Byron Highway and Camino Diablo
4. R – Letter from Supervisor Piepho dated August 4, 2010 regarding Board of Supervisors Meeting Board Orders**
5. S – Letter sent to CCC dated August 6, 2010 regarding the County File Number LP07-2025 (Orwood Resort)
6. S – Letter sent to CCC dated August 6, 2010 regarding the County File Number LP10-2023 (Delta RV and Boat Storage)
7. R – Letter from Supervisor Piepho dated August 17, 2010 regard the Two-Gates Fish Protection Demonstration Project
8. R – Letter from Assemblymember Buchanan dated August 23, 2010 regarding Egeria densa

** Attachments to all correspondence are available at the district offices for public viewing during normal business hours.*

L. PUBLIC RECORD REQUESTS RECEIVED

- (1) Request from Don Flint – Final Capital Budget – Five (5) Year Projections
- (1) Request from Don Flint – Cost of publications for rate increases

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT

1. Adjourn to next regular meeting on September 15, 2010 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

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

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



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**MINUTES
OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD**

THURSDAY, July 29, 2010 at 6:30p.m.
1800 Willow Lake Road, Discovery Bay, California

SPECIAL MEETING at 6:30p.m.

A. ROLL CALL

The meeting was called to order at 6:30p.m by Vice-President Simon. He then led the Pledge of Allegiance. Roll Call reflected that Director Tetreault was absent and President Graves arrived at the meeting at 6:36p.m.

B. WORKSHOP

A workshop to review the California Public Records Act, the Ralph M. Brown Act, and processes relative to Public Comments at Board Meetings – Legal Counsel Mike McGrew provided a PowerPoint Presentation on the California Public Records Act and the Ralph M. Brown Act and reviewed the guidelines with the Board and the Public. Some questions were asked by the Board and the Public and there was discussion among the participants in regard to the processes and policies that are governed by the two Acts.

C. ADJOURNMENT

The meeting was adjourned at 8:17p.m. to the next Regular Meeting of August 4, 2010 starting at 7:00p.m. at 1800 Willow Lake Rd – Located in back of the Delta Presbyterian Church.

jd – 08.04.10



TOWN OF DISCOVERY BAY CSD

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

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD**

August 4, 2010

1800 Willow Lake Road, Discovery Bay, California

REGULAR MEETING 7:00 P.M.

Website address: www.todb.ca.gov

Board Members

President-Kevin Graves

Vice President-Mark Simon

Treasurer-Brian Dawson

Director-David Piepho

Director-Ray Tetreault

A. ROLL CALL

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

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

No comments.

C. AREA AGENCIES REPORTS / PRESENTATION

1. DEPUTY SHERIFF /MARINE PATROL REPORT – Lieutenant Burton handed out the monthly incident report for July. He then went over the incidents with the Board and the Public. Lieutenant Burton stated that the incident of most interest to the public is the shooting on Worthing Court at an unsupervised teenage party. Alcohol was not involved in the incident. People from outside the community were denied entrance to the party and they shot in to the house. Two days prior to that incident, there was a similar incident in Brentwood. There are two (2) suspects in custody for that shooting, however, they are not yet sure if there is a link to the incident that occurred in Discovery Bay

2. CHP REPORT – No report.

3. FIRE DISTRICT REPORT – Battalion Chief Burris provided copies of the July Incident Summary report for the ECCFPD. He stated that Station No. 58 responded to twenty-three (23) calls, however, that was for half of the month as that station was closed on Friday, July 16th. Station No. 59 responded to sixty (60) calls for the full month, thirty-four (34) of which were Medical Assist calls. There was a fatal accident on Byron Highway.

4. CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT REPORT – No report

5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT – Karyn Cornell from Supervisor Piepho's office reported that Board of Supervisors approved the Keller Canyon allocation fund for 2010/2011 and the Town of Discovery Bay CSD, for their advisory functions, received \$2,000.00. Effective August 6th, the East Contra Costa Building Inspection Office will be closed on Fridays due to budget issues and a downturn in permit requests. On June 23rd the Willow Lake Sidewalk Gap Closure Project received funding from the Metropolitan Transportation Commission in the amount of \$50,000.00 which will finish the sidewalk with a tentative schedule beginning work in September and possible construction to be done during a school break. Supervisor Piepho had a meeting with CSD Board President Kevin Graves and ECCFPD Director Chris Finetti to talk about the fire district issues. Supervisor Piepho also attended the recent Discovery Bay Property

Owners Association (DBPOA) meeting and was please with the large turn out. Karyn brought copies of the Contra Costa County Public Works Fee Schedule that was requested by the Board at a previous meeting.

President Graves noted that Director Chris Finetti from the ECCFPD was present at the meeting and invited him to come forward to speak as his report was supposed to be included on the Agenda. Director Finetti reported that the Brentwood Fire Station responded to the grass fire on Bixler and Hwy 4 and the response time was approximately thirteen (13) minutes after the initial call. At the time, the Bixler station was responding to a fire at Eden Plains and Sunset. The Bixler station then responded to the Bixler/Hwy 4 fire within a minute of the Brentwood station arriving. He then reported that there were two deaths at the scene of the Byron Highway accident, which occurred after the "S Turn," almost to the San Joaquin county line. He also said that Bradford Island has asked to be annexed in to the district. The district is also considering conducting an Opinion Poll regarding a special fire tax and user fees. Director Finetti also reported that in March or April there will be a transfer of property. A majority of the fire station properties hold title in the name of Contra Costa County and it would be advantageous to have those properties transferred to the district. Director Piepho stated that he does not believe the thirteen (13) minute response time meets the LAFCo threshold or the department's targeted goal of response time.

D. DISTRICT FINANCIAL REPORT

No report.

E. CONSENT CALENDAR

1. Minute(s) previous meeting(s) Special and Regular Meeting of July 21, 2010
2. Various District Invoices
3. Adopt Resolution No. 2010-10 appointing General Manager to also be Board Secretary
4. Adopt Resolution No. 2010-11 amending the manner in which the District pays warrants, invoices and demands for payment
5. Adopt Ordinance No. 21, an Ordinance directing the fees and charges be adopted by Resolution

President Graves pulled Agenda Item E-4 from the Consent Calendar and not address it. Director Piepho made a motion to approve Items E-1 through E-3, and item E-5. Treasurer Dawson 2nd the motion. Resident Don Flint asked for clarification on the purpose of Item E-5. Legal Counsel McGrew explained the process and confirmed that there would be no change in the notice to the public of any rate changes, but that it alleviates the after the fact notification. The motion passed with a vote of 5 ayes, 0 nos, 0 abstain.

F. PUBLIC HEARING to Consider the Following

1. Establish charges and Adopt Resolution 2010-07 for Water and Wastewater services and collection of the charges on the County Tax Roll for the 2010/2011 Fiscal Year (Howard) – General Manager Howard stated that the district has now received a total of eleven (11) protest letters regarding the water and wastewater rate increase. There were no public comments. Director Piepho made a motion to adopt Resolution 2010-07. Director Tetreault 2nd the motion. The motion passed with a vote of 5 ayes, 0 nos, 0 abstain.
2. Approve and Adopt Resolution 2010-08, Intention to Levy and Collect Annual Assessment for the Ravenswood Improvement District - DB L&L Zone #9 for the Fiscal Year 2010-2011 and Approve and Adopt Resolution No. 2010-09, Confirming the Report and Ordering the Levy and Collection of Charges for the Annual Assessments for Ravenswood Improvement District Assessments within the Town of Discovery Bay Community Services District for the Fiscal Year 2010-2011; continue Collection of Assessments on County Tax Roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District (Perez) – Landscape Manager Perez explained that the two (2) Resolutions are follow ups from Resolution No. 2010-05 which was approved by the Board on June 2, 2010 that directed HERWIT Engineering to process an Assessment Report for the Ravenswood Improvement District. Based on that report, Resolution No. 2010-08 is the intent to levy and Resolution No. 2010-09 confirms and orders the levy. Landscape Manager Perez stated that the increase is \$7.86 from last year. There were no public comments. Director Piepho made a motion to approve and adopt Resolution 2010-08 and Resolution 2010-09. Vice-President Simon 2nd the motion. The motion passed with a vote of 5 ayes, 0 nos, 0 abstain.

G. NEW BUSINESS AND ACTION ITEMS

1. Discuss and Comment on Land Use Permit Application for Orwood Resort re: RV Park (Howard) – General Manager Howard gave an overview of the Land Use Permit Application and stated that at this time the County is requesting comments from the Board. He also added that the applicant is present at the meeting and prepared to address the Board. President Graves invited applicant John Caprio to approach the podium for questions. President Graves then asked about the current set up and the proposed changes and asked how the resort handles their wastewater. Mr. Caprio explained that they have their own evaporation pond system and they do not discharge in to the Delta. He also stated that it is permitted through the State of California. Vice-President Simon stated that he thinks that Orwood is one of the better managed resort areas and he is confident that they will continue to do so. The Board agreed to support the project and President Graves directed staff to write a letter of support and send it to the County.

2. Discuss and Comment on Land Use Permit Application for Delta R.V. and Boat Storage site modifications (Howard) – General Manager Howard stated that this agenda item is also for a Land Use Permit for the R.V. and Boat Storage facility located on the south side of Highway 4, and west of Bixler Road. This is occurring because of the Boat Storage Overlay Ordinance that took effect in 2009. One resident commented and stated that she followed the Boat Storage Overlay Ordinance and throughout the process, it was done through a negative declaration and there was no real looking at mitigation. She stated that this property is next to Kellogg Creek which drains in to Discovery Bay. She also said that Kellogg Creek, according to the Habitat Conservation Plan, is an additional key restoration priority area. Her concern is the impact on Kellogg Creek. She then commented on the Cal-Trans improvements that are earmarked for the Highway 4 and Bixler Road intersection. Cal-Trans will be taking land from the Delta R.V. and Boat Storage facility to make those improvements and the site plan does not address that change. She thinks that there are some environmental issues by having R.V. Storage from engine and oil leakage. There are also some other Agencies that she thinks the information should have been sent to by the County; i.e.; Fish & Game and Reclamation District 800. She questioned the percentage of recreational vehicles allowed versus boats, ingress and egress on to Bixler Road, the height requirement of the fencing and the existence of a Business License. Applicant Scott Pellaton addressed the Board by stating that most of the items that the resident brought up have been addressed by the County. In regard to the ingress and egress, the entrance will be moved further down the road. The easement is widening from sixty feet (60') from forty feet (40') and will come in to their property an additional twelve feet (12'). The County has not addressed Kellogg Creek, but applicant Scott Pellaton said they as far from Kellogg Creek as possible and at some point that whole storage will move to the back part of the property. He would like nothing more than to be able to put up a ten foot (10') wall rather than an eight foot (8') wall. That is something the County will address. Director Piepho stated that he believes most of these issues were addressed at the East County Planning meeting and he thinks there will be plenty of time during the process to address every one of the issues. Applicant Scott Pellaton stated that as the County puts requirements on them, they will address them and that they are just as concerned as the County and the community to make the property fit in to the community. President Graves asked for recommendations from the Board. Director Piepho would like to see if the Board could direct staff to write a letter of support. The other Board Members agreed with the recommendation. President Graves confirmed the recommendation.

H. COMMITTEE/LIAISON REPORTS

- 1. Trans-Plan Report** – No report
- 2. County Planning Commission Report** – No report
- 3. Code Enforcement Report** – Director Piepho reported that the Code Enforcement meeting on Thursday was cancelled. He stated that the two (2) hot issues; the sign at the corner of Discovery Bay Boulevard and Clipper Drive advertising weed removal has been removed and the Straw Hat Pizza signs have also been removed. President Graves asked that Code Enforcement address the trailers parked in front of homes.
- 4. Special Districts Report**** - No report

***These meetings are held Quarterly*

I. DIRECTORS' COMMENTS

President Graves reported that he met with Supervisor Piepho, ECCFPD Director Chris Finetti, and past Discovery Bay Fire chief Greg Peterson who started the original volunteer fire department in Discovery Bay. He stated that he learned that for about twelve (12) years Discovery Bay was subsidizing Brentwood's Fire Department. President Graves also reported on the progress of the Discovery Point Sewer Pipe Replacement Project and how the Contractor is replacing underground pipe with a method called "pipe bursting." He concluded by saying that the Board held a workshop on Thursday, July 29th to review the Brown Act, and public records requests.

J. GENERAL MANAGER'S REPORT

General Manager Howard reported the Palm Tree trimming consisting of one hundred thirty-two (132) palms is complete. The district is testing some digital audio recording equipment and should be able to provide that soon. Water and Wastewater Manager Koehne reported that four hundred and fifty feet (450') of sewer pipe is being replaced and will be done by the beginning of next week. He also pointed out a poster that was prepared by one of the Berkeley Graduate Students who have been working at the Wetlands.

K. LEGAL COUNSEL REPORT

Legal Counsel Mike McGrew reported that he sent a letter to the Board addressing their question concerning a possible conflict of interest for city council members who also serve on the Board of a Special District.

L. CORRESPONDENCE – Discussion and Possible Action

1. R – Letter from Supervisor Piepho dated July 7, 2010 regarding Board of Supervisors Meeting Board Orders*
2. R – Letter from Supervisor Piepho dated July 7, 2010 regarding Contra Costa County Sheriff Office Quarterly Report*
3. R – Letter from Supervisor Piepho dated July 13, 2010 regarding Board of Supervisors Meeting Board Orders*
4. R – Letter from Supervisor Piepho to Sheriff Warren Rupf dated July 15, 2010*
5. R – Letter from Sheriff Warren Rupf to Supervisor Piepho dated July 20, 2010*

** Attachments to all correspondence are available at the district offices for public viewing during normal business hours.*

M. PUBLIC RECORD REQUESTS RECEIVED

No requests received since last published Regular Meeting Agenda

N. FUTURE AGENDA ITEMS

President Graves reported that there are three (3) CSD seats open this Election and if anyone is interested in running for the Town of Discovery Bay CSD, they need to do so by Friday, August 6th at 5:00p.m.

O. ADJOURNMENT

1. The meeting was adjourned at 8:38p.m. to next regular meeting on August 18, 2010 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

jd – 08.12.10



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

September 1, 2010

Prepared By: Liz Hardy, Accounts Assistant
Submitted By: Rick Howard, General Manager

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 \$135,619.28

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

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

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD
Town of Discovery Bay CSD Operating and Capital Budgets
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District #8
Discovery Bay Lighting & Landscape District #8 Operating
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District #9
Discovery Bay Lighting & Landscape District #9 Operating and Capital Budgets

AGENDA ITEM: D-3

Request for authorization to pay invoices
 For the Meeting on September 1, 2010
 Town of Discovery Bay CSD
 For Fiscal Year's 7/10 - 6/11



<u>Acct Code</u>				
1	7010	AMS.NET Inv# 124260, dtd 8/20/10	Surveillance/DVR	\$175.00
2	7010	Big Dog Computer Inv# 20090930-9, dtd 8/17/10	IT Services	\$305.00
3	7010	Luhdorff & Scalmanini Inv# 26034, dtd 7/31/10	Wells 1B, 2, 4A, 5A, 2009 test pumps & well B	\$1,190.40
4	7010	Luhdorff & Scalmanini Inv# 26052, dtd 7/31/10	DB CSD Water Master Plan	\$3,922.30
5	0809-002	Luhdorff & Scalmanini Inv# 26016, dtd 7/31/10	Well & pump station 6 design & const	<u>\$815.50</u>
			Sub-Total	\$5,928.20
6	7137	PG&E / Acct# 2068717691-5	Pump Station G	07/14-08/12/10 \$37.61
7	7137	PG&E / Acct# 2172798825-1	Pump Station R	07/14-08/12/10 \$49.79
8	7137	PG&E / Acct# 2527523613-8	Pump Station S	07/15-08/13/10 \$392.14
9	7137	PG&E / Acct# 3881134135-3	WWTP #1	07/14-08/12/10 \$9,013.32
10	7137	PG&E / Acct# 4201000159-4	Golf Course Valve Station	07/15-08/13/10 \$39.80
11	7137	PG&E / Acct# 4225081240-3	Disc WWTP & Pump Station W	07/14-08/12/10 <u>\$29.60</u>
			Sub-Total	\$9,562.26
12	7300	American Retrofit Systems Inv# 4418, dtd 8/21/10	Lakeshore lift station labor	\$1,000.00
13	7300	American Retrofit Systems Inv# 4421, dtd 8/25/10	WWTP2 - rotor 1 labor & materials	<u>\$650.00</u>
			Sub-Total	\$1,650.00
14		<u>Ace Hardware Account # 808 Closing Date 7/31/10</u>		
	7300	General Repairs		\$8.13
	7685	Tools		<u>\$37.70</u>
			Sub-Total	\$45.83
15		<u>Capitol One Account - Statement for July 15-August 14, 2010</u>		
	7300	General Repairs / Sewer		\$820.92
	7430	Office Supplies		\$38.59
	7510	Web Site / Internet		\$159.94
	7550	Telephone		\$379.76
	7690	Maint / Fuel		\$282.63
	7950	Miscellaneous		\$32.06
	7952	Misc. - Zones Reimbursable		<u>\$940.49</u>
			Sub-Total	\$2,654.39
16	7300	J.W. Backhoe & Construction Inv# 1381, dtd 8/19/10	Water leak at 5379/5383 Willow Lake Ct	\$5,360.66
17	7300	J.W. Backhoe & Construction Inv# 1383, dtd 8/19/10	paved 1spot across from 4820 Discovery Pt	\$4,992.02
18	0910-004	J.W. Backhoe & Construction Inv# 1378, dtd 8/19/10	Sewer manhole hauled cutback	\$4,820.98
19	0910-004	J.W. Backhoe & Construction Inv# 1379, dtd 8/19/10	sewer manhole casting/sawcut Beaver Ln & Dolphin	\$4,257.96
20	0910-004	J.W. Backhoe & Construction Inv# 1380, dtd 8/19/10	Paved valve cans Beaver Ln/Dolphin Ct.	<u>\$5,814.43</u>
			Sub-Total	\$25,246.05
21	7300	USABlueBook Inv# 190578, dtd 7/14/10	Endress & Hauser prosonc ultrasonc level tran CM	(\$1,415.83)
22	7300	USABlueBook Inv# 192456, dtd 7/15/10	PSI Blue/white peristaltic pump w/4-20 mA CM	\$928.36
23	7300	USABlueBook Inv# 217350, dtd 8/19/10	PSI Blue/white peristaltic pump w/4-20 mA CM	<u>\$1,830.81</u>
			Sub-Total	\$1,343.34
24	7330	Basic Chemical Solutions Inv# SI5771906, dtd 8/18/10	1800 Willow Lake Drive	\$1,186.31
25	7330	Basic Chemical Solutions Inv# SI5771907, dtd 8/18/10	1800 Newport Drive	<u>\$1,708.17</u>
			Sub-Total	\$2,894.48

26	7410	Ricoh Inv# 409773623, dtd 8/13/10 Copier Maintenance for July 2010	\$156.87
27	7420	MailFinance Inv# N1848161, dtd 8/21/10 Lease Payment for Sept 19 - Oct 10,2010	\$69.56
28	7420	Neopost Acct# 13253459, dtd 8/13/10 High Capacity Ink Cartridge	\$218.44
29	7430	Office Depot Inv# 529479173001, dtd 08/14/10 Office Supplies	\$4.51
30	7300	UPS Inv# 000012X417340, dtd 08/21/10 Package to Radwell Inter	\$19.80
31	7720	David Piepho Expenses for Meetings in July 2010	\$300.00
32	7720	Mark Simon Expenses for Meetings in July 2010	\$400.00
33	7952	Watersavers Irrigation Inc. Inv# I992338 dtd 8/25/10 Rainbird solenoid, tree stakes, ties***	\$157.30
34	7952	Watersavers Irrigation Inc. Inv# I991341 dtd 8/23/10 Aqualine coupler, rainbird hose swivel***	\$52.44
		*** To be re-imbursed by zone 61	
		Sub-Total	\$209.74
35	0910-007	McFadden Construction Application #3, dtd August 2010 UV system & bypass pipeline prjct 452	\$42,710.00
36	0910-007	McFadden Construction Application #3, dtd August 2010 UV system & bypass pipeline prjct 452	\$4,745.56
		Sub-Total	\$47,455.56
37	0910-006	Engeo Inc. Inv# 187514, dtd 8/20/10 DB Sewer Replacement Project-services thru 8/15/10	\$7,450.00
		TODB TOTAL...	\$106,089.03

TODB GRAND TOTAL...	\$106,089.03
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Acct. # SEWER	TOWN OF DISCOVERY BAY CSD CAPITAL IMPROVEMENT PROGRAM 2010/2011 Approved at 6/16/10 Meeting Account Description	2009/2010 ACTUALS	2009/2010 % of Budget YTD	2010/2011 BUDGET	Jul 10 M-T-D Exp.	Aug 10 M-T-D Exp.	Sep 10 M-T-D Exp.	Oct 10 M-T-D Exp.	Nov 10 M-T-D Exp.	Dec 10 M-T-D Exp.	2010/2011		2010/2011 % of Budget YTD
											YTD REIMB.	ACTUALS	
0910-004	Rehab Manholes	\$0	0%	\$15,000								\$0	0%
0910-005	Landscape Plant #1	\$2,636	53%	\$5,000								\$0	0%
0910-006	Replace Sewer Main	\$0	0%		\$151,290							\$151,290	#DIV/0!
0910-007	UV System	\$457,297	114%	\$200,000	\$4,489	\$28,439						\$32,928	#DIV/0!
0910-008	Salinity Protect	\$0	0%									\$0	0%
0910-009	Pumps / Motors Replacement	\$35,470	71%	\$85,000								\$0	#DIV/0!
0810-010	Wetlands	\$8,304	1%	\$80,000								\$0	0%
1011-001	By-Pass Pipeline	\$0		\$20,000								\$0	0%
1011-002	Replace PLC's	\$0		\$22,000								\$0	0%
1011-003	Bio-Solids Pumps (2) Wet Well	\$0		\$60,000								\$0	0%
1011-004	Rehab Lift Station W			\$12,000								\$0	0%
1011-005	Bypass Valve Lift Station S			\$125,000								\$0	0%
1011-006	Metal Cover for UV Area			\$25,000								\$0	0%
1011-007	Clarifier Cleaning Devices			\$15,000								\$0	0%
1011-008	Paving for Bio-Solids Area			\$80,000								\$0	0%
1011-009	New Moles (2)			\$25,000								\$0	0%
1011-010	Road Crossing Ramps			\$769,000	\$4,489	\$179,729	\$0	\$0	\$0	\$0	\$0	\$184,218	24%
	WATER												
	Sewer Sub Total	\$581,375	36%	\$769,000	\$4,489	\$179,729	\$0	\$0	\$0	\$0	\$0	\$184,218	24%
0809-002	Well #6 Design & Drill Test Hole	\$475,615				\$38,782							
0910-011	Security Door Locks (12)	\$12,980	216%	\$6,000								\$0	0%
0910-012	Ladder Vandal Guard	\$0	0%	\$2,000								\$0	0%
0910-013	Pumps / Motors Replacement	\$2,972	20%									\$0	#DIV/0!
0910-014	Water Meter Program	\$63,079	13%	\$500,000	\$250							\$250	0%
	Water Meter Program: Reimbursements			(\$500,000)								\$0	0%
1011-011	Filter Media Replacement	\$40,000		\$40,000								\$0	0%
1011-012	Stabilize Around Willow Lake			\$30,000								\$0	0%
1011-013	Rehab Well(s)			\$50,000								\$0	0%
1011-014	Replace Water Mains			\$20,000								\$0	0%
1011-015	Water Meter Trailer			\$20,000								\$0	0%
	Water Sub Total	\$555,237	106%	\$148,000	\$250	\$38,782	\$0	\$0	\$0	\$0	\$0	\$39,032	26%
	OTHER												
1011-016	Pickup Truck (1)			\$20,000								\$0	0%
1011-017	K-Rail for Bulk Material			\$15,000								\$0	0%
1011-018	Portable Message Units			\$30,000								\$0	0%
1011-019	GPS Tracking Device			\$12,000								\$0	0%
1011-020	Replace Fence Near Marina			\$15,000								\$0	0%
1011-021	New Chairs for Board Room			\$6,000								\$0	0%
	Other Sub Total	\$7,251	19%	\$98,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
0102-00	Pipeline Replace Reserve	\$0										\$0	0%
	CREDITS												
	Reimbursement to Town of DB	\$0										\$0	#DIV/0!
	Total CIP Budget	\$1,143,864	71%	\$1,015,000	\$4,739	\$218,512	\$0	\$0	\$0	\$0	\$0	\$223,251	#DIV/0!

Request for authorization to pay invoices
 For the Meeting on September 1, 2010
 Town of Discovery Bay, D.Bay L&L Park #8
 For Fiscal Year's 7/10 - 6/11

Acct Code			
1	2100	HP Home & Home Office Store Order# H113461955, dtd 8/20/10 ink cartridges	\$51.34
2	2120	PG&E / Acct# 2068897992-9 DB Blvd across from 510	07/14-08/12/10 \$166.74
3	2120	PG&E / Acct# 5939734421-5 PG&E Owned Street & Highway Lighting	07/20-08/18/10 <u>\$6,431.40</u>
		Sub-Total	\$6,598.14
4		<u>Ace Hardware Account # 808 Closing Date 7/31/10</u>	
	2130	Small Tools & Instruments	\$61.16
	2250	Rent & Lease of Equipment	\$220.00
	2282	Grounds Maintenance	<u>\$178.00</u>
		Sub-Total	\$459.16
5		<u>Capital One 10/11 Statement for July 15 - Aug 14, 2010</u>	
	2110	Communications	\$59.60
	2272	Gasoline / Fuel for Equipment	\$367.94
	2479	Other Special Expenses	<u>\$59.00</u>
		Sub-Total	\$486.54
6	2130	Watersavers Irrigation Inv# 1992780, dtd 8/26/10 Maintenance and parts	\$22.88
7	2282	Watersavers Irrigation Inv# 1992780, dtd 8/26/10 Maintenance and parts	<u>\$26.22</u>
		Sub-Total	\$49.10
8	2282	American Retrofit Systems Inv# 4410, dtd 8/18/10 L&M replace ballast on tree light	\$620.00
9	2310	Big Dog Computer Inv# 20090930-9, dtd 8/17/10 Landscape office computers	\$400.00
		TOTAL	\$8,664.28

County Acc#	Account Description	2009/2010 Budget	2009/2010 Actuals	2009/2010 % of Budget YTD	2010/2011 Budget	8.33% Jul 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	25.00% Sep 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses	50.00% Dec 10 Month to Date Expenses	Plan to Approve 9/1/2010	2010/2011 Actuals	2010/2011 % of Budget YTD
2100	Office Expenses	\$500	\$1,076	215%	\$850	\$850	\$105					\$51	\$105	12%
2102	Books, Periodicals & Subscriptions	\$50	\$25	49%	\$150	\$150							\$0	0%
2103	Postage	\$50	\$0	0%	\$50								\$0	0%
2110	Communications (Messenger, Radio, etc.)	\$1,500	\$1,140	76%	\$1,785							\$80	\$0	0%
2120	Utilities (Street Lights, Water, & Garbage)	\$105,000	\$93,858	86%	\$117,000	\$239	\$7,702					\$6,598	\$7,941	7%
2130	Small Tools & Instruments	\$1,000	\$875	87%	\$750	\$100	\$736					\$84	\$836	111%
2131	Minor Equipment, Furniture Less than \$1000.	\$500	\$1,208	242%	\$975								\$0	0%
2170	Household Items	\$800	\$1,209	151%	\$900								\$0	0%
2190	Public Notices	\$100	\$633	633%	\$150								\$0	0%
2200	Memberships	\$200	\$0	0%	\$450								\$0	0%
2250	Rent & Lease of Equipment	\$100	\$95	95%	\$500							\$220	\$0	0%
2251	Computer Software	\$500	\$0	0%									\$0	0%
2270	Maintenance of Equipment	\$700	\$1,858	265%	\$950								\$0	0%
2271	Automotive Supplies & Repairs	\$1,300	\$9	1%	\$2,000		\$159						\$159	8%
2272	Gasoline/Fuel for Equipment	\$4,100	\$2,248	55%	\$4,000		\$244					\$368	\$244	6%
2281	Maintenance of Buildings	\$5,000	\$5,402	108%	\$5,300		\$350						\$350	7%
2282	Grounds Maintenance	\$250,000	\$189,315	76%	\$166,484	\$9,915	\$30,450					\$824	\$40,366	24%
2284	Requested Maintenance from County (3620)	\$500	\$0	0%									\$0	0%
2301	Auto Mileage/Employee Reimbursement	\$300	\$790	263%	\$100								\$0	0%
2303	Other Travel/Employee Expenses	\$200	\$102	51%	\$1,500								\$0	0%
2310	Professional Services	\$10,000	\$11,116	111%	\$8,100	\$366						\$400	\$366	5%
2310	Staff Payroll	\$63,000	\$39,064	62%	\$72,000		\$11,671						\$11,671	16%
2360	Insurance	\$8,000	\$10,389	130%	\$5,200								\$0	0%
2470	Road/Construction Materials (Street Signs)	\$1,000	\$0	0%	\$500								\$0	0%
2479	Other Special Expenses	\$5,000	\$5,810	116%	\$3,500		\$647					\$59	\$647	18%
2490	Miscellaneous Services & Supplies	\$200	\$21	10%	\$300								\$0	0%
3530	Taxes & Assessments	\$4,500	\$0	0%									\$0	0%
3811	Intorfund Exp - Gov/Gov (Investment Svcs&Property Tax Adm. Costs)	\$500	\$0	0%	\$500								\$0	0%
5011	Reimbursement-Gov/Gov County Administration Chrgs	\$500	\$0	0%	\$500								\$0	0%
Misc.	Reserves		\$0										\$0	0%
	Total Expenses	\$465,100	\$362,238	78%	\$394,494	\$10,619	\$52,065	\$0	\$0	\$0	\$0	\$8,664	\$62,684	16%

Miscellaneous Adjustments:

**Request for authorization to pay invoices
For the Meeting on September 1, 2010
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/10 - 6/11**

Acct Code

1.	2100	HP Home & Home Office Store Order# 113461955 , dtd 8/20/10 ink cartridges	\$51.33
2.	2282	Cleary Bros. Inv# B008085, dtd 8/10/10 Monthly Maintenance August 2010	\$2,920.00
3.	2310	Big Dog Computer Inv# 20090930-9, dtd 8/17/10 Landscape office computers	\$255.00
4.	4546	SOL Inv# 009043, dtd 8/19/10 Illumbrite Greenway PO# 100527	\$17,639.64
TOTAL			\$20,865.97

County Acct#	Town of Discovery Bay/ L&L #9 Ravenswood Operating Expense Budget Approved at 6/16/10 Meeting Account Description	2009/2010 Budget	2009/2010 YTD ACTUALS	2009/2010 % of Budget YTD	2010/2011 Budget	8.33% Jul 10 Month Expenses to Date	16.67% Aug 10 Month Expenses to Date	25.00% Sep 10 Month Expenses to Date	33.33% Oct 10 Month Expenses to Date	41.67% Nov 10 Month Expenses to Date	50.00% Dec 10 Month Expenses to Date	Planned to Pay 9/1/2010	2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	% of Budget YTD
2100	Office Expenses	\$150	0	0%	\$150	\$51						\$51	\$51.00	\$51.00	34%
2102	Books, Periodicals & Subscriptions	\$50	60	120%	\$50								\$0	\$0	0%
2103	Postage	\$50	1,497	2993%	\$50								\$0	\$0	0%
2110	Communications (Messenger, Radio, etc.)	\$100	0	0%	\$650	\$60							\$0	\$0	0%
2120	Utilities (Street Lights, Water, & Garbage)	\$5,000	0	0%	\$12,500	\$1,497							\$1,497	\$1,497	9%
2130	Small Tools & Instruments	\$100	0	0%	\$100								\$0	\$0	0%
2131	Minor Equipment, Furniture Less than \$1,000.	\$100	53	53%	\$900								\$0	\$0	0%
2170	Household Items	\$0	581	#DIV/0!	\$700								\$0	\$0	0%
2190	Public Notices	\$50	38	76%	\$150	\$53							\$0	\$0	0%
2200	Memberships	\$50	0	0%	\$165								\$0	\$0	0%
2250	Rent & Lease of Equipment	\$500	0	0%									\$0	\$0	0%
2251	Computer Software		0	#DIV/0!	\$500								\$0	\$0	0%
2270	Maintenance of Equipment	\$200	109	55%	\$200								\$0	\$0	0%
2271	Automotive Supplies & Repairs	\$300	0	0%	\$300								\$0	\$0	0%
2272	Gasoline/Fuel for Equipment	\$300	0	0%	\$500								\$0	\$0	0%
2282	Grounds Maintenance	\$54,000	32,593	60%	\$48,540	\$81	\$3,720					\$2,920	\$3,801	\$3,801	8%
2301	Auto Mileage/Employee Reimbursement	\$100	129	129%									\$0	\$0	0%
2303	Other Travel Employee Expenses		46	#DIV/0!	\$250								\$0	\$0	0%
2310	Professional Services	\$5,000	2,890	58%	\$2,000	\$840	\$2,100					\$255	\$2,940	\$2,940	147%
2310	Staff Payroll	\$13,000	356	3%	\$25,500								\$0	\$0	0%
2360	Insurance	\$5,000	0	0%	\$1,850								\$0	\$0	0%
2470	Road/Construction Materials (Street Signs)		0	#DIV/0!									\$0	\$0	0%
2479	Other Special Expenses		1,249	#DIV/0!	\$500		\$333						\$0	\$0	0%
2490	Miscellaneous Services & Supplies		0	#DIV/0!	\$300								\$0	\$0	0%
3530	Taxes & Assessments	\$1,000	0	0%	\$500								\$0	\$0	0%
5011	Reimbursement-Gov/Gov County Admin. Chrgs	\$100	0	0%									\$0	\$0	0%
Misc.	Reserves		0	#DIV/0!									\$0	\$0	0%
	Total Expenses	\$85,150	39,600	47%	\$95,955	\$921	\$7,914	\$0	\$0	\$0	\$0	\$3,226	\$8,735	\$8,735	9%

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

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

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

County Acct#	Account Description	2010/2011 Budget	Town of Discovery Bay/D.Bay L&L Zone #9 Capital / Asset Budget 10/11												2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD	
			8.33% Jul 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	25.00% Sep 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses	50.00% Dec 10 Month to Date Expenses	Planned to Pay 9/1/2010									
4226	Various Park	\$0																
4265	Various Improvements	\$87,865		\$2,891													2,891	3%
4546	Structure & Walkway Repairs	\$11,000		\$750													750	7%
4789	Playground Equipment	\$0																
4956	Tools & Sundry Equipment	\$0																
	Total	\$98,865	\$0	\$3,641	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	3,641	4%

TOWN OF DISCOVERY BAY CSD
 Transaction Detail Report for June 14, 2010 through July 13, 2010
 Period 12 for 2009/10

RH
 cu/a
 W file

DATE	FOR	SAMOUNT
	Receivables for Town of Discovery Bay CSD BAC Account	
	Balance of Account as of the beginning of June 13, 2010	\$68,857.02
06/13/10-07/13/10	Deposits Made	\$39,662.62
	Balance of Account & Deposits Made Total =	<u>\$108,519.64</u>

	Payables Made from Town of Discovery Bay CSD BAC Account	
06/13/10-07/13/10	Checks/Payroll made out from checking account	\$114,412.98

Balance of Checking Account as of July 13, 2010		(\$5,893.34)
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Total Year-to Date Payables Paid from Town of Discovery Bay CD ECC Acct		\$1,053,476.69
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BEGINNING FUND BALANCE FOR TOWN OF DB CSD IN COUNTY FUNDS		\$6,339,983.36
07/01/09-08/12/09	Accounts Payable - Retention	\$4,504.36
	Sub-Total	<u>\$6,344,487.72</u>

REVENUE

For Fiscal Year Starting 7/1/09

	Year-to-date Sewer & Water Service Charge for Tax Roll 09/10	\$3,822,128.34
--	--	----------------

	Year-to-date Investments	\$10,777.61
06/14/10-07/13/10	Earnings on Investments	\$0.00
	Sub-Total	\$10,777.61

	Year-to-Date Miscellaneous Income	\$0.00
06/14/10-07/13/10		

SUB-TOTAL REVENUE		<u>\$3,832,905.95</u>
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GRAND TOTAL Fund Balance & Revenue		<u>\$10,177,393.67</u>
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EXPENDITURES

	Year-to-date Warrants Paid by CCC for Town of D.Bay CSD	\$4,075,263.48
06/14/10-07/13/10	Warrants Paid	\$192,768.18

TOTAL EXPENDITURES		<u>\$4,268,031.66</u>
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TOTAL BALANCE AT COUNTY OF CONTRA COSTA		\$5,909,362.01
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TOTAL YEAR TO DATE PAYABLES FROM BAC & CCC		\$5,321,508.35
--	--	----------------

TOTAL BALANCE AT COUNTY OF CONTRA COSTA		\$5,909,362.01
---	--	----------------

TOTAL BALANCE IN TOWN OF DISCOVERY BAY CSD BAC		(\$5,893.34)
--	--	--------------

TOTAL FUND BALANCE		\$5,903,468.67
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TOTAL HELD FOR RESERVES		(\$3,000,000.00)
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SUBTOTAL		\$2,903,468.67
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TOTAL BALANCE OF ENCUMBRANCES		(\$819,134.69)
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GRAND TOTAL FUNDS LESS RESERVES & ENCUMBRANCES		<u>\$2,084,333.98</u>
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Detail List of Encumbrances

Lift Station F	Repair and Surveying + Change Order #1	(\$76,276.80)
WWTP#1	Wetlands Trial Project	(\$169,486.00)
Well #6	Well and Pump Design	(\$6,933.62)
U.V. System	U.V. System upgrade	(\$33,259.90)
Well #6	Pump	(\$140,490.87)
Hornberger	Rate study	(\$4,687.50)
Parkson	Thermo System Moles for Bio-Solids	(\$78,000.00)
Herwit	Wastewater Master Plan	(\$180,000.00)
LSCB	Water Master Plan	(\$130,000.00)
Total		<u>(\$819,134.69)</u>

D.Bay L&L Zone #9 District
Revenue & Expenditure Budget vs. Actuals Worksheet 2009-10
June 14, 2010 through July 13, 2010 Period 12

Revenue:	Acct. Code	2009/10 Budget	2009/10 Actuals
Current Funds in Contra Costa County	740/750	\$247,587	\$242,637
Accounts Payable - Yr.End	500		
Due to other Funds - Yr. End	540		
Disbursements	830		
Current Property Taxes	9754	\$87,514	\$82,418
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		
Property Taxes-Current Unsecured	9020		
Property Taxes-Prior-Unsecured	9035		
Earnings on Investment	9181		
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		
Misc Revenue & Services	9799&9975		
Total Revenue		\$336,101	\$325,055

Expenditure: Operating Expenses	Acct. Code	2009/10 Budget	2009/10 Actuals
Office Expenses	2100	(\$150)	
Books, Periodicals & Subscriptions	2102	(\$50)	
Postage	2103	(\$50)	
Communications (Messenger, Radio, etc)	2110	(\$100)	(\$37)
Utilities (Street Lights, Water & Garbage)	2120	(\$5,000)	(\$5,530)
Small Tools & Instruments	2130	(\$100)	(\$53)
Minor Equipment, Furniture less than \$1000	2131	(\$100)	
Household Items	2170	\$0	(\$632)
Public Notices	2190	(\$50)	(\$38)
Memberships	2200	(\$50)	
Rent & Lease of Equipment	2250	(\$500)	
Computer Software	2251	\$0	
Maintenance of Equipment	2270	(\$200)	(\$109)
Automotive Supplies & Repairs	2271	(\$300)	
Gasoline	2272	(\$300)	
Maintenance of Buildings	2281	\$0	
Grounds Maintenance	2282	(\$54,000)	(\$29,673)
Requested Maintenance from County	2284/3620	\$0	
Auto Mileage/Employee Reimbursement	2301	(\$100)	(\$128)
Other Travel Employee Expenses	2303	\$0	(\$46)
Professional Services/Specialized Services	2310	(\$5,000)	(\$2,890)
Staff Payroll	2310	(\$13,000)	(\$356)
Insurance	2360	(\$5,000)	
Road/Construction Materials (Street Signs)	2470	\$0	
Other Special Expenses	2479	\$0	(\$1,249)
Miscellaneous Services & Supplies	2490	\$0	
Taxes & Assessments	3530/3550	(\$1,000)	(\$423)
Interfund Exp.(Investment & Property Tax Adm.)	3611	\$0	
Reimbursement for County Adm. Costs	5011	(\$100)	
Total Operating Expenses		(\$85,150)	(\$41,163)

Expenditure: Capital/Asset	Acct. Code	2009/10 Budget	2009/10 Actuals
Various Parking Lot Improvements	4226	\$0	\$0
Various Improvements	4265	\$0	\$0
Structure & Walkway Repairs(Solar)	4546	(\$30,000)	\$0
Playground Equipment	4789	\$0	\$0
Tools & Sundry Equipment	4956	\$0	\$0
Total Capital/Asset		(\$30,000)	\$0
TOTAL EXPENSES & CAPITAL		(\$115,150)	(\$41,163)
TOTAL FUND BALANCE BEFORE RESERVES		\$219,951	\$283,892

RESERVES (\$218,011)

GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES (\$259,174)

FUND BALANCE AVAILABLE \$65,881

D.Bay L&L Zone #8 District
Revenue & Expenditure Budget vs. Actuals Worksheet 2009-2010
June 14, 2010 through July 13, 2010 - Period 12

Revenue:	Acct. Code	2009/10 Budget	2009/10 Actuals
Current Funds in Contra Costa County	740/750	\$1,456,919	\$1,723,467
Accounts Payable - Yr End	500		
Retainage Account	510		
Due to Other Funds - Yr End	540		
Disbursements	830		(\$5,072)
Current Property Taxes	9010	\$500,000	\$423,592
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		\$2,227
SRAF State Rev Transfer	9018		(\$45,668)
Property Taxes-Current Unsecured	9020		\$19,454
Property Taxes-Prior-Unsecured	9035		\$250
Earnings on Investment	9181	\$7,000	\$1,604
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		\$4,779
Misc Revenue & Services	9799&9975		
Total Revenue		\$1,963,919	\$2,124,633

Expenditure: Operating Expenses	Acct. Code	2009/10 Budget	2009/10 Actuals
Office Expenses, Books, Postage	2100	(\$500)	(\$1,283)
Books, Periodicals & Subscriptions	2102	(\$50)	(\$25)
Postage	2103	(\$50)	
Communications	2110	(\$1,500)	(\$1,126)
Utilities (Street Lights, Water & Garbage)	2120	(\$105,000)	(\$89,942)
Small Tools & Instruments	2130	(\$1,000)	(\$840)
Minor Equipment, Furniture less than \$1000	2131	(\$500)	(\$1,000)
Household Items	2170	(\$800)	(\$1,095)
Public Notices	2190	(\$100)	(\$245)
Memberships	2200	(\$200)	
Rent & Lease of Equipment	2250	(\$100)	(\$95)
Computer Software	2251	(\$500)	
Maintenance of Equipment	2270	(\$700)	(\$1,858)
Automotive Supplies & Repairs	2271	(\$1,300)	(\$9)
Gasoline	2272	(\$4,100)	(\$2,399)
Maintenance of Buildings	2281	(\$5,000)	(\$5,402)
Grounds Maintenance	2282	(\$250,000)	(\$183,669)
Requested Maintenance from County	2284/3620	(\$500)	
Auto Mileage/Employee Reimbursement	2301	(\$300)	(\$790)
Other Travel Employee Expenses	2303	(\$200)	(\$102)
Professional Services/Specialized Services	2310	(\$10,000)	(\$13,571)
Staff Payroll	2310	(\$63,000)	(\$45,486)
Insurance	2360	(\$8,000)	(\$10,389)
Road/Construction Materials (Street Signs)	2470	(\$1,000)	
Other Special Expenses	2479	(\$5,000)	(\$4,070)
Miscellaneous Services & Supplies	2490	(\$200)	(\$239)
Taxes & Assessments	3530/3550	(\$4,500)	
Interfund Exp.(Investment & Property Tax Adm.)	3611	(\$500)	
Reimbursement for County Adm. Costs	5011	(\$500)	
Total Operating Expenses		(\$465,100)	(\$363,634)

Expenditure: Capital/Asset	Acct. Code	2009/10 Budget	2009/10 Actuals
Various Improvements	4265	(\$7,500)	(\$4,842)
Structure & Walkway Repairs	4546	(\$3,500)	
Playground Equipment	4789	(\$3,000)	
***Landscape Master Plan	4829		(\$3,952)
Misc. Projects - Willow Lake Road		(\$150,000)	
Misc Projects - South Point		(\$50,600)	
Misc Projects - Laguna Court		(\$39,000)	
Misc Projects - Discovery Point (Small Island)		(\$31,000)	
Cornell Park	4834	(\$3,000)	
Tools & Sundry Equipment	4956	(\$1,000)	
Total Capital/Asset		(\$288,600)	(\$8,794)
TOTAL EXPENSES & CAPITAL		(\$753,700)	(\$372,428)
TOTAL FUND BALANCE BEFORE RESERVES		\$1,210,219	\$1,752,205

RESERVES (\$300,000)

GRAND TOTAL OF EXPENSES/CAPITAL/RESERVES (\$672,428)

FUND BALANCE AVAILABLE \$1,452,205

Forecast of Future Budget Years Non-Levee Projects

Misc. Projects - Discovery Pt.(End Loop Islands)		(\$270,000)
Misc. Projects - Marina Circle Peninsula		(\$40,000)
Misc. Projects - Beach Court Peninsula		(\$37,000)
Misc. Projects - Newport Lane		(\$64,000)



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

September 1, 2010

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

Agenda Title

Eliminate the title of Treasurer from list of Board Titles and add President Pro-Tempore and Adopt Resolution 2010-13 acknowledging this change.

Recommended Action

- 1) Adopt Resolution 2010-13 eliminating the title of Treasure from the list of Board titles and add the title President Pro-Tempore; and
- 2) Appoint a member of the Board to fill the position of President Pro-Tempore.

Executive Summary

At the Board workshop held on August 25, 2010, there was discussion regarding CSD Law and the confusion surrounding the Town of Discovery Bay CSD's Board Treasurer position. Government Code §61052 (a) states that "the county treasurer of the principal county shall be treasurer of the district and shall be the depository and have the custody of all of the district's money." Due to the actuality that the Board Treasurer assumes none of the duties of the county treasurer, and is in conflict with state law, it is recommended that the title "Treasurer" be removed from the list of Board titles.

During the Board Workshop previously referenced, there was discussion concerning the necessity of appointing a "President pro-Tempore" should the sitting Board President and Vice-President be absent and leave the Board with a majority but no official "chair". Situations such as this rarely occur; however, it is prudent to identify succession of the chair in the event the President and Vice President are both absent. The Board President Pro-Tempore could also fulfill the role as the secondary signer of warrants.

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

Discussion at August 25, 2010 Board Workshop

Attachments

Resolution 2010-13

AGENDA ITEM: D-5



**TOWN OF DISCOVERY BAY COMMUNITY
SERVICES DISTRICT
RESOLUTION NO. 2010-13**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF
DISCOVERY BAY COMMUNITY SERVICES DISTRICT ELIMINATING THE
TITLE OF TREASURER FROM THE LIST OF BOARD TITLES AND ADD THE
TITLE PRESIDENT PRO-TEMPORE TO THE LIST OF BOARD TITLES**

WHEREAS, Town of Discovery Bay Community Services District Board of Directors includes four titles; President, Vice-President, Treasurer and Director, and

WHEREAS, Government Code §61052 (a) states that "the county treasurer of the principal county shall be treasurer of the district and shall be the depository and have the custody of all of the district's money" and

WHEREAS, the Board Treasurer assumes none of the duties of the county treasurer, and is in conflict with state law, and

WHEREAS, it is prudent to identify succession of the chair in the event the President and Vice President are both absent, to be called "President Pro-Tempore."

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

SECTION 1. In order to eliminate confusion and update the list of Board titles, hereby eliminates the title of "Board Treasurer" from the list of Board member titles and hereby creates the title of "President Pro-Tempore" to the list of Board member titles.

SECTION 2. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 1st DAY OF SEPTEMBER 2010.

J. Kevin Graves
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on September 1, 2010 by the following vote of the Board:

AYES:
NOES:
ABSENT:

Richard J. Howard
Board Secretary



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

September 1, 2010

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

Agenda Title

Town of Discovery Bay CSD Website Policy and Authorizing Resolution

Recommended Action

Adopt Official Town of Discovery Bay CSD Website Policy and Adopt Resolution 2010-14

Executive Summary

At the Board workshop on August 25, 2010, the Board of Directors was presented a Draft Website Use policy that would cover the use, limits, liabilities, and rules and regulations for those visiting, sharing, and utilizing the Town of Discovery Bay CSD official website.

The policy also includes language that limits and or restricts the type of content that is allowed to be shared on the site, and the method and placement of any external links.

The adoption of the Website Policy provides the District with the resources and methods necessary to legally and factually navigate the District's new www.todb.ca.gov website.

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

Board Workshop – August 25, 2010

Attachments

Website Policy
Resolution 2010-14

AGENDA ITEM: D-6

TOWN OF DISCOVERY BAY CSD WEBSITE POLICY

Thank you for visiting the official website of the Town of Discovery Bay Community Services District. We are providing this notice to explain our online information practices and the choices you can make about the way your information is collected and used by the Town of Discovery Bay CSD.

Conditions of Use

By visiting the Town of Discovery Bay CSD website, users agree that they will not use the website for any unlawful activity, or use it in any way that would violate the terms and conditions of use. This website is governed and construed by the laws of the State of California. Any use of the website shall comply with all District, State and Federal laws and regulations. Unauthorized attempts to upload information or change information on this website are strictly prohibited and may be punishable under state law and federal statutes including the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act. We monitor network traffic to identify unauthorized attempts to upload or change information or to otherwise cause damage to the District's website. Anyone using this website expressly consents to such monitoring.

Communications to the District via this website shall in no way be deemed to constitute legal or official notice to the Town of Discovery Bay CSD, its agencies, officers, employees, representatives or agents with respect to any existing, pending or future claim or cause of action against the Town of Discovery Bay CSD or any of its agencies, officers, employees, representatives or agents where notice is required by Federal, State or local law. Nor shall communications to the District via this website be deemed to constitute legal or official notice for any other purpose.

Changes are made periodically to District documents, including District documents, District regulations, guidelines, and schedules, and these changes may or may not be reflected in the materials or information present on this website. Additionally, because the site is frequently under development, materials and information may be deleted, modified or moved to a different part of the website without advance notice.

Under no circumstances shall the Town of Discovery Bay CSD be liable for any actions taken or omissions made from reliance on any information contained herein from whatever source nor shall the District be liable for any other consequences from any such reliance.

The Town of Discovery Bay CSD is neither responsible nor liable for any viruses or other contamination of your system nor for any delays, inaccuracies, errors or omissions arising out of your use of this website or with respect to the material contained on this website, including without limitation, any material posted on the website. This website and all materials contained on it are distributed and transmitted "as is" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. The Town of Discovery Bay CSD is not responsible for any special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the website whether the materials contained on the website are provided by the Town of Discovery Bay CSD, or a third party. Links from Town of Discovery Bay CSD Website

The Town of Discovery Bay CSD permits the establishment of links to external websites on the District's official website solely in conformance with this website policy. In the establishment and maintenance of its official website, the District does not intend in any manner to create nor does it create a forum or other means by which public discourse, exchange of opinions, or discussion on issues of any nature may occur. The District is not responsible for, does not endorse, and cannot assure the accuracy of information on these outside websites.

Organizations wishing to establish external links on the District's website must submit a request to the District. The request must contain all information necessary to verify the facts as stated and is necessary to determine whether the proposed link is in compliance with this policy. The Town of Discovery Bay CSD General Manager will review the merits of the requested external link, keeping in mind the criteria and examples listed below, to determine whether the link serves the overall purpose of the District's website. A request will not be denied because of a viewpoint espoused by the person or entity.

At its discretion the District may provide links to external sites that fall into one of the following categories:

Other governmental agencies; utilities, both public and private; bona fide educational institutions as defined in the Internal Revenue Code §501(c)(6); elected public officials; and local and regional public transportation agencies.

The District may, at its discretion, allow links and informational postings for events, meetings, public appearances, and other "community associated" happenings pursuant to this policy and in compliance to the following terms and conditions:

The "event" must be hosted by a public or non-profit or other Community Based organization and the event benefits Discovery Bay; the event must be open to public participation but is not necessarily a "free" event (i.e., golf tournament, fundraising event, concert, etc); the event is a charitable/fundraising event that benefits Discovery Bay in some fashion; and if the event itself is something that the community would enjoy, find valuable, or obtain valuable information by attending. The event must be held by a public or non-profit organization, or a for-profit organization doing non-profit or charitable work (for example, a company sponsoring a 5K run where the proceeds benefit charitable or non-profit organizations). The event must be open to the general public.

The Town of Discovery Bay CSD may decline to post/promote any event should the District's General Manager find that the event does not meet these guidelines and/or should anything about the event itself be found to be objectionable and inconsistent with the policies contained herein.

The Town of Discovery Bay CSD reserves the right to: (1) deny an external link request to any person, business or organization when it is determined, following review of a request, that the entity or organization for which request is made does not meet the criteria set forth in this policy; and/or (2) deny an external link request to any person, business or organization which fails to provide all required information, or fails to provide truthful information.

Some examples, but not all, of the type of websites that the District's website will not provide an external link to other websites or to promote via the events calendar are as follows:

Promoting or exhibiting hate, bias, discrimination, pornography; libelous or otherwise defamatory content; associated with, sponsored by or serving a candidate for elected office, any political party or organization supporting or seeking to defeat any candidate for elective office or any ballot proposal; associated with political organizations or other organizations advocating a position on a local, state or federal issue; and furthering the agenda of a political organization or candidate running for office. Additionally, individual and/or personal home pages will not be allowed.

The District reserves the right to immediately and without notice to any person or organization: (1) remove any external link if the nature of the organization or business to which the link relates no longer complies with the District's external link Policy; (2) discontinue an external link at any time if entities' website provides or promotes hate, bias, discrimination, pornography, false, slanderous, illegal, political (see above examples of websites the District will not link to), or incorrect information at any time; or (3) to revise this policy without prior notice when to do so is deemed to be in the best interests of the Town of Discovery Bay CSD.

Location and Appearance of External Links

The District reserves the right to determine how and where External links will appear on its website; i.e. what page the link appears on and where the link is placed on the page.

Copyright/Trademark

The District Seal, brand and banner are trademarks of the Town of Discovery Bay CSD. Any use of the materials stored on the District's website is prohibited without the written permission of the Town of Discovery Bay CSD. The Town of Discovery Bay CSD retains all intellectual property rights including copyrights on all text, graphic images and other content. This means that the following acts or activities are prohibited without prior, written permission from the Town of Discovery Bay CSD: (1) modification and/or re-use of text, images or other website content from a District server; (2) distribution of the District's website content; or (3) "mirroring" the District's information on a non-District server.

Third Party Materials

Some materials and information used on the Town of Discovery Bay CSD's website were generated by third parties who have consented to the District's use or placement of such materials on this site. These materials are owned by those parties. Use of these third party materials for any purpose is prohibited. Persons seeking to use or modify third party materials for any purpose should contact the owner of such materials directly. These materials include icons and graphics used in links to other organizations' sites, as well as various items of general content.

Disclaimer of Endorsement

Some of the links made available to you through the Town of Discovery Bay CSD's website will allow you to leave the District's site. Please be aware that the Internet sites available through these links, and the materials that you may find at those sites are not provided by, endorsed by or under the control of the Town of Discovery Bay CSD. Therefore, the District cannot and does not make any representation to you about these sites or the materials available on the sites. The fact that you may be able to access these additional sites from the District's website is not an endorsement or recommendation to you by the District of any of these sites or any material

found there. The District is providing these links only as a convenience to you, and your access to these additional sites is done at your own risk.

General Disclaimer

The materials and information contained on or obtained from this website, are distributed and transmitted "AS IS" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Information contained on this website, including information obtained from external links thereon, is provided without any representation of any kind as to accuracy or content and should be verified by the user. The Town of Discovery Bay CSD is not responsible for any general, direct, special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the site whether the materials contained on the website are provided by the Town of Discovery Bay CSD or a third party.

Indemnification/Hold Harmless

By using the District's website, user agrees to indemnify or hold harmless the Town of Discovery Bay CSD for any occurrence resulting from an act of user's use of the District's website. The District will take all reasonable precautions to safeguard the confidentiality of user information, but is not liable for any injury caused by the disclosure of that information, whether caused by security breach, accident, inadvertence, or any other act resulting in disclosure.

Links to the Town of Discovery Bay CSD's Website

Advance permission to link to the District's Website is not necessary. However, the organization linking to the Town of Discovery Bay CSD's website should understand that content and internal web links may change at any time without notice.

Entities and individuals shall not link to the District's website nor capture pages within frames and present the District's website content as its own, or otherwise misrepresent this website's content or misinform users about the origin or ownership of its content.

PRIVACY AND SECURITY POLICY

Privacy Statement

The Town of Discovery Bay CSD ("District") is committed to protecting the privacy of the individuals utilizing the District's Website; however, personal information submitted to the District's Website may be subject to disclosure pursuant to various California laws, including, but not limited to, the California Civil Discovery Act of 1986 and the California Public Records Act. The District may share such information with other agencies if: (1) the information relates to that agency; (2) to protect the interests of others; (3) to protect and defend the rights or property of the District; or (4) as otherwise provided by law.

The District's Website contains links to other sites. Please be aware that the District is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every Website that collects personally identifiable information. This privacy statement applies solely to information collected by the District's Website.

The Town of Discovery Bay CSD does not use its Website to:

Collect personal information for commercial marketing. The District will not send you unsolicited email regarding any commercial offers or advertisements at any time.

Create individual profiles with the information provided by users of this site, nor does it give such personal information to third parties or private organizations. The District does not track personal information about individuals and their visits.

The Town of Discovery Bay CSD does use its Website to:

Collect personal information for the purpose of responding to a user's request or input, or to complete an online transaction. If a user chooses to provide the District with personal information, such as sending an e-mail to a District employee or by filling out and submitting an online form located on the District's Website, the District may use that information to respond to the user's message and to assist in obtaining information the user may have requested. The District treats e-mails submitted by a user the same way it treats letters to the District. The District will not share e-mail addresses submitted by a user through the District's website.

Provide electronic commerce capabilities, should a user provide any personal information and/or payment information while using the District's Website. Such information may be collected, processed and disclosed to complete an online transaction and for record-keeping for such activities as billing, permits, licenses and other business-related purposes.

Collect usage statistics for site management, such as assessing what information is of most and least interest, determining technical design specifications, and identifying system performance issues. The information does not identify you personally. The following information about your visit is collected: the Internet domain and/or IP address from which you access the District's Website; the type of browser and operating system used to access the District's Website; the date and time of the visit; the pages visited; and if you link to the District's Website from another website, the address of that Website.

The District's Website may transfer information to your computer through cookies or other technology. The use of cookies or similar technology is an industry standard and does not personally identify users, although they do identify a user's computer. Cookies or similar technology can make the Internet more useful by storing information about your preferences on a particular site. If preferred, you can configure your browser to refuse cookies. However, you may not be able to take full advantage of the District's website if you do so.

Security Statement:

The District Website utilizes encryption technology. However, the user should not assume that information submitted to the District Web server would be treated as confidential (See above Privacy Statement). If a user submits information to the District's server through a web page containing visible indicators of active encryption technology, the District will take all reasonable precautions to safeguard the confidentiality of such information.

Web Accessibility Guidelines

The Town of Discovery Bay CSD is committed to providing equal access to its electronic information technologies and services for all residents, visitors and business customers. As the

World Wide Web has become an essential means by which we provide information to and conduct transactions with our community, our goal is to provide information and services in ways that work effectively for all.

It is one of our goals to continually improve the Web site to achieve compliance with the latest standards in functionality and universal accessibility. We follow the federal ADA Section 508 rules.

Tools for Blind & Visually Impaired Users

Adobe, the makers of Acrobat and Acrobat Reader, have developed tools to assist blind and visually impaired users. Please visit the **Adobe Accessibility** area for more information. Please note that the tools designed to create simple HTML documents easily read by standard speech-synthesis software will not retain the graphic images or text formatting of an original Adobe PDF.

Additional Applications

Some of the services and information posted on Town of Discovery Bay CSD website require that a user download and install additional applications as part of their browser software. The basic versions of these applications are offered, at no cost, on the vendors' Web sites. These applications include:

Adobe Acrobat Reader - The District uses Adobe Acrobat to create Portable Document Format (PDF) files to provide online access to District documents in their original formatting. There are several converter applications available online that will convert PDF documents into a variety of alternate document formats, including simple HTML. Please visit **PDF Zone** for additional resources.



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2010-14**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT ESTABLISHING POLICIES AND PROCEDURES FOR THE
TOWN OF DISCOVERY BAY CSD WEBSITE UTILIZATION**

WHEREAS, Town of Discovery Bay Community Services District launched a new website on July 5, 2010; and

WHEREAS, it is appropriate to establish a set of policies and procedures regarding the utilization of the site; and

WHEREAS, a Town of Discovery Bay Community Services District Website policy has been drafted and contained herein by reference.

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

SECTION 1. That the Town of Discovery Bay Community Services District Website policy contained herein by reference shall apply to the Town of Discovery Bay CSD Website hosted at <http://www.todb.ca.gov>, and any and all other websites that may be hosted in the future on behalf of the Town of Discovery Bay or the Town of Discovery Bay Community Services District.

SECTION 2. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 1st DAY OF SEPTEMBER 2010.

J. Kevin Graves
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on September 1, 2010 by the following vote of the Board:

AYES:
NOES:
ABSENT:

Richard J. Howard
Board Secretary



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

September 1, 2010

Prepared By: Calista Anderson, Adm. Assistant ✓
Submitted By: Rick Howard, General Manager ✓

Agenda Title

Public Hearing for Conflict of Interest Code Amendment for 2010 and Adopt Resolution No. 2010-12

Recommended Action

Approve Amendment of the Conflict of Interest Code prepared by legal and Adopt Resolution 2010-12

Executive Summary

Notice of the public hearing was posted in the Contra Costa Times.

On a Biennial basis, the Board of Directors of the Town of Discovery Bay CSD is required to review the Conflict of Interest Code to determine if it is necessary to amend. The Fair Political Practices Commission has adopted a regulation found at California Code of Regulations, Title 2, Section 18730, which contains the terms of a standard Conflict of Interest Code that can be adopted by reference.

This year it is necessary to amend the Conflict of Interest Code to reflect current positions of the District that are as follows:

Directors
General Manager
Water and Wastewater Manager
Landscape Manager
Attorney
Consultants

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

N/a

Attachments

Conflict of Interest Code with attachments
Resolution 2010-12

AGENDA ITEM: E-1

**CONFLICT OF INTEREST CODE FOR THE
TOWN OF DISCOVERY BAY COMMUNITY SERVICE DISTRICT**

The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosed categories are set forth, constitute the conflict of interest code of the Town of Discovery Bay Community Service District.

Designated members and employees shall file statements of economic interests with the Town of Discovery Bay Community Service District. The statements will be available for public inspection and reproduction. (Gov. Code Section 81008).

APPENDIX

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	All
General Manager	All
Water and Waste Water Manager	All
Landscape Manager	All
Attorney	All
Consultants*	All

* Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The President of the Board may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and this is not required to fully comply with the disclosure requirements described in this section. Such a written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

DISCLOSURE CATEGORIES

1. All investments and business positions in business entities, and all sources of income and interests in real property. This category is known as full disclosure.

2. Investments in or income from persons or businesses engaged in the business of providing service or supplies, including, but not limited to, equipment, machinery, or office supplies, to the Town of Discovery Bay Community Services District, or could foreseeably provide services or supplies to the Town of Discovery Bay Community Services District

3. Interests in real property located in whole or in part within the boundaries of the Discovery Bay Community Services District, or within a two-mile radius of the Town of Discovery Bay Community Services District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property if the fair market value of the interest is greater than \$2,000.00.

4. Business positions, including, but not limited to, status as a director, officer, sole owner, partner, trustee, employee, or holder of a position of management in any business entity which, in the prior two years had contracted with, or in the future may contract with, the Town of Discovery Bay Community Services District to provide services or supplies to the Town of Discovery Bay Community Services District.



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2010-12**

RESOLUTION AMENDING THE CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act of 1974, Government Code section 81000 et seq., requires state and local government agencies to adopt and amend a Conflict of Interest Code as necessary; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation found at California Code of Regulations, Title 2, Section 18730, which contains the terms of a standard Conflict of Interest Code which may be adopted by reference; and

WHEREAS, it is necessary to amend the Conflict of Interest Code to reflect the current positions; and

WHEREAS, a public hearing was held to consider the amendments pursuant to Government Code Section 87311.

HOW THEREFORE, BE IT RESOLVED that the Board of Director amends it Conflict of Interest Code as set forth in the attached Conflict of Interest Code.

PASSED, APPROVED AND ADOPTED THIS 1ST DAY OF SEPTEMBER 2010.

J. KEVIN GRAVES

President, Board of Directors

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 schedule meeting, held on the 1st of September, 2010, by the following vote of the Board:

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTION: _____

RICHARD J. HOWARD

Secretary, Board of Directors



Town of Discovery Bay CSD AGENDA REPORT

Meeting Date

September 1, 2010

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

Agenda Title

Town of Discovery Bay CSD Fiscal Year 2009-10 Operating and Capital Budget Summary Report

Recommended Action

Receive and File (Informational Only)

Executive Summary

It is widely recognized that annual budgets represent the primary planning document for an organization. It is also equally important to follow that "plan". The Town of Discovery Bay CSD's budget for Fiscal Year 2009-10 followed the plan reasonably well. There were, as is always the case, some line items that went over budget, while others were under budget. Nevertheless, the FY 09-10 budget had an overall budget deficit in the amount of \$131,000. The adopted budget anticipated expenditures of \$5.105 million. Actual expenditures were \$5.236 million or 2.5% over the adopted budget.

More specifically, the adopted Operating Budget was \$2.919 million with actual expenditures of \$3.711 million. The adopted Capital Budget was \$2.186 million with actual expenditures of \$1.525 million.

It is important to acknowledge budgetary variances, and the reasons why they occur. For example, the FY 09-10 Operating budget included three separate entries totaling \$142,000 that were not budgeted but were paid out. Those expenditures consisted of a payment to Veolia Water NA (\$82,000) that was paid in the FY 09-10 but was actually spent in the prior FY (essentially 13 month versus 12 months of payments), and a payment in the amount of \$10,000 and \$50,000 that are annual expenditures but again, were both paid in the same FY instead of being paid in the prior or current year respectively. While these expenditures are just examples, they do show that there are, at times, valid reasons where actual expenditures deviate from the District's planning document.

Attached to this report is the Fiscal Year 2009-10 year end Operating and Capital budgets for your perusal.

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

Attachments

FY 2009-10 Budget Summary Reports

AGENDA ITEM: F-1

Acct. #	TOWN OF DISCOVERY BAY OPERATING BUDGET 09/10 Approved 06/17/09 Meeting Account Description	2009/2010 Budget	2009/2010 YTD REIMB.	2009/2010 YTD ACTUALS	2009/2010 % of Budget YTD
7000	Contract Services				
7010	Consulting Services	\$130,000		\$104,787	81%
7011	Veolia Operations	\$1,020,000		\$1,079,476	106%
7012	Veolia Prev & Corrective Fund	\$48,000		\$101,819	212%
7001	General Manager	\$102,000		\$103,719	102%
7002	District Staff	\$221,000		\$388,678	176%
	W Staff Water Related	\$82,000			0%
7003	District Benefit's	\$50,000		\$0	0%
7005	Legal	\$60,000		\$87,417	146%
7015	General Operating Expenses				
7120	Audit	\$19,000		\$21,025	111%
7135	Electrical Cost (water)	\$300,000		\$328,208	109%
7137	Electrical Cost (sewer)	\$300,000		\$371,784	124%
7210	Public Comm & Noticing	\$10,000		\$13,367	134%
7230	Rent - Public Meetings	\$500		\$0	0%
7250	Memberships	\$6,000		\$28,073	468%
7280	Permits	\$30,000	(\$12,000)	\$17,233	57%
7290	Staff Training	\$3,500		\$1,716	49%
7300	(4695) General Repairs Water / Sewer	\$300,000	(\$450)	\$553,697	185%
7310	NTR / SIP Testing	\$15,000		\$0	0%
7320	Special Equipment/Signage	\$3,000		\$4,699	157%
7330	Chemicals/Odor Materials	\$50,000		\$97,797	196%
7400	Office Expenses				
7410	Copier Maint	\$5,000		\$4,697	94%
7430	Office Supplies	\$7,000		\$17,497	250%
7500	Communications				
7510	Web Site/Internet	\$3,000		\$29,109	970%
7520	Wireless	\$3,000		\$4,849	162%
7550	Telephone	\$2,500		\$6,371	255%
7600	District Wide				
7630	Site Maintenance /Landscape	\$10,000		\$23,632	236%
7665	Office Bldg / Improvements	\$5,000		\$21,877	438%
7670	Office Equipment / Software	\$5,000		\$30,035	601%
7680	Office Furnishings	\$1,000		\$1,456	146%
7685	Tools	\$3,000		\$6,193	206%
7690	Maint / Fuel	\$18,000		\$25,323	141%
7700	Directors Expense				
7720	Compensation	\$36,000		\$25,038	70%
7730	Training	\$1,000		\$312	31%
7950	Miscellaneous	\$1,000	(\$78,650)	\$82,553	8255%
7955	Reimbursement (Hofmann)			\$0	
7100	Insurance				
7115	General Liability	\$60,000		\$102,503	171%
7800	County Services				
7805	Revenue Collection	\$3,000		\$5,153	172%
7810-0810	Investment Fee	\$600		\$0	0%
7820	Accounting (A/P, A/R, GL)			\$0	#DIV/0!
7825	Public Works - permits	\$5,000		\$21,180	424%
	TOTAL	\$2,919,100	(\$91,100)	\$3,711,272	127%
CREDITS	Reimbursements to Town of DB				

TOWN of DISCOVERY BAY CAPITAL IMPROVEMENT PROGRAM 09/10 Approved at 6/18/08								
Acct. #	Account Description	2008/2009 BUDGET	2008/2009 ACTUALS	2008/2009 Carry-Over	2009/2010 BUDGET	2009/2010 YTD REIMB.	2009/2010 ACTUALS	2009/2010 % of Budget YTD
SEWER								
0105-06	Rehab Manholes	\$20,000	\$0	\$20,000			\$0	
0105-11	Sun Shield for Polymer Area	\$30,000	\$0	\$30,000			\$0	
0106-06	Car-port for Plant 2 for Equipment	\$75,000	\$0	\$75,000			\$765	
0107-07	Lift Stat. F Rehab - Voted in 02/07 Emergen	\$80,000	\$22,458	\$57,542			\$0	
0107-08	Wetlands Trial @ WWTP #1 - Voted in 3/2	\$175,000	\$80,947	\$94,053			\$12,090	#DIV/0!
0708-008	Raise SCADA Antennas	\$4,000	\$0	\$4,000			\$0	
0708-014	Pipe from Sludge Pond to Aerobic	\$15,000	\$4,531	\$10,469			\$0	
0809-001	Rehab Lift Station E	\$40,000	\$11,471	\$28,529			\$0	
0809-005	New Pumps for Plant 2						\$0	
0809-006	Emergency Repair on Beaver Lane		\$193,490	(\$193,490)			\$0	
0809-007	Pump for Lift Station S						\$0	
0809-008	UV System Upgrade						\$0	
0910-001	Carport for Equipment				\$80,000		\$9,427	12%
0910-002	Catch Basin for Vac-Truck				\$50,000		\$46,121	92%
0910-003	Trailer Trash Pump				\$20,000		\$0	0%
0910-004	Rehab Manholes				\$20,000		\$0	0%
0910-005	Landscape Plant #1				\$5,000		\$0	0%
0910-006	Replace Sewer Main				\$150,000		\$2,636	2%
0910-007	UV System				\$400,000		\$563,260	141%
0910-008	Salinity Project				\$100,000		\$0	0%
0910-009	Pumps / Motors Replacement				\$50,000		\$35,470	71%
0910-010	Wetlands				\$750,000		\$8,304	1%
							\$0	
							\$0	
							\$0	
	Sewer Sub Total	\$1,088,540	\$996,860	\$119,724	\$1,625,000	\$0	\$678,073	42%
WATER								
0105-03	Develop Water Meter Plan	\$180,000	\$263,886	(\$83,886)			\$592	
0106-01	Water Studies for Boron Removal						\$0	
0106-05	Reseal Water Treatment Sites						\$0	
0106-09	Water Leak Survey Tools						\$0	
0708-015	Rip Rock for WLTP						\$0	
0708-016	Portable Shoring Trailer						\$0	
0809-002	Well #6 Design & Drill Test Hole	\$300,000	\$142,863	\$157,137			\$741,910	
0809-003	Changeout of Chemical Pumps	\$15,000	\$2,496	\$12,504			\$0	
0910-011	Security Door Locks (12)				\$6,000		\$7,956	133%
0910-012	Ladder Vandel Guard				\$2,000		\$0	0%
0910-013	Pumps / Motors Replacement				\$15,000		\$1,486	10%
0910-014	Water Meter Program				\$500,000		\$78,328	16%
			\$0				\$0	
	Water Sub Total	\$495,000	\$409,245	\$85,755	\$523,000	\$0	\$830,270	159%
OTHER								
0106-07	GIS / GPS for District		\$0				\$0	
0809-004	Purchase Vehicles (1)	\$30,000	\$0	\$30,000			\$0	
0910-015	Replace District Office Roop				\$30,000		\$0	0%
0910-016	Entrance Gate Guide Rail				\$2,600		\$0	0%
0910-017	Forklift				\$6,000		\$7,251	121%
0910-018	Copier						\$10,345	
							\$0	
	Other Sub Total	\$30,000	\$0	\$30,000	\$38,600	\$0	\$17,596	46%
0102-00	Pipeline Replace Reserve						\$0	
CREDITS	Reimbursement to Town of DB						\$0	
	Total CIP Budget	\$1,613,540	\$1,406,105	\$235,479	\$2,186,600	\$0	\$1,525,939	70%



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

September 1, 2010

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

Agenda Title

Review of Residential Water Charges at Harbor Bay HOA

Recommended Action

It is recommended that the Board of Directors direct staff to temporarily suspend the current water rate structure at the Harbor Bay HOA until the entire property has received meters for their water consumption.

Executive Summary

At the July 7th meeting of the CSD Board of Directors, Mr. Lou Erickson of the Harbor Bay Home Owners Association (HBHOA) addressed the Board and stated that the HBHOA believes that there is inequity in the manner in which the Town of Discovery Bay CSD charges for water for condominium owners. Harbor Bay consists of 122 condominiums covering approximately 12.3 acres.

There are four "Tiers" for unmetered water users in Discovery Bay based on parcel size – under 5,000 sq.ft; 5,000 – 10,000 sq.ft; 10,000 - 15,000 sq.ft; and over 15,000 sq.ft. Property owners in Harbor Bay are included in the "small" parcel tier, as none of the units in that development exceed 5,000 square feet in size. All landscaping in Harbor Bay is common area and is charged to the HOA and metered separately. Due to the fact that all watering within the association is not metered, it causes confusion for the Association and homeowners alike.

Until such time as the entire property is metered, it is appropriate to temporarily suspend metering at that location.

Once meters have been installed throughout the entire association, and each parcel within the HBHOA can be accounted for, it is recommended that metering for the association can resume.

Water meters for the remainder of the association could be installed with Board authorization. Sufficient funds are available at this time, and are reimbursed by each parcel owner, either in a onetime payment or over a period of twelve months. The estimated expense for each parcel is estimated to cost between \$250 and \$600.

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

Presentation by Harbor Bay HOA Board Member Lou Erickson on July 7, 2010

Attachments

AGENDA ITEM: F-2



RECEIVED
8/11/10
VKL
RLP

MONTHLY OPERATIONS REPORT

July 2010

Town of Discovery Bay, CA

SAFETY & TRAINING:

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

As of July 25, 2010, Veolia Water has worked a total of 12,697 hours of Incident Free Operation.

Training

- Poison Ivy – Identification, Prevention, Control, and Treatment
- Motorcycle Awareness
- Bites and Stings
- Frustration and Loss of focus
- CFL hazards

Take Five for Safety

- Eye Protection and Hand Protection – 07/08/10
- Slips, Trips, and Falls, and Repetitive Motion Injuries – 07/09/10
- Handrails, Overexertion and Housekeeping – 07/13/10
- Eyes on Path and Cell Phone Use While Driving – 07/14/10
- Ergonomics – 07/15/10
- Avoiding Overexertion, Use the Right Tool for the Job, Don't Take Shortcuts,
- Unsafe Condition Reporting, Distracted Driving – 07/26/10
- Cell Phone Use While Walking, MSA, Safe Vehicle Backing, Near Miss, Grounds Maintenance Equipment – 07/27/10

Vehicle Repairs

Repaired right passenger door on 2006 Jomac Utility truck (TODB owned vehicle) that was damaged during use by Veolia Discovery Bay.
Purchased right front quarter panel for 2008 Aquatech truck (TODB owned vehicle) that was damaged during use by Veolia Discovery Bay and replaced it on vehicle 07/29/10.

Compliance Summary:

- **One daily** Wastewater permit limit violation occurred in July.(See following discussion)



- No Water violations or excursions occurred in July.
- No SSO events occurred in July.

On July 16 the effluent became turbid due to a Return Activated Sludge pump failure in plant 1. The solids built up and flowed through to the effluent. This triggered the additional monitoring and the total coliform result was 300 MPN/100mL. The RWQCB was notified. It was determined that Veolia did collect the sample as required by the discharge permit. The Laboratory was closed when the sample was collected and subsequently the total coliform result was not validated due to out of hold time. The RWQCB stated there would not be a violation and since the sample was collected as directed in the permit and the hold time was outside of Laboratory Limits

The June data tabulated below represents no violations or excursions

Parameter	Previous Month's Performance
	June
<i>WW Influent /Effluent</i>	
Flow, MG Effluent	48.57
Influent BOD ₅ , mg/L/day, monthly avg.	140
Influent TSS, mg/L/day, monthly avg.	150
Effluent BOD ₅ , mg/L, monthly avg.	1.0
Effluent TSS, mg/L, monthly avg.	12.6
Total Coliform 7 day Median Max	8.0
Total Coliform Daily Maximum	130
TSS Effluent Composite Max Result MG/L	19
TSS Effluent Composite Max Result LBS	265

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

Total Wastewater Treated Million Gallons MG

Month	Totals (million gallons)
July	53.77
June	48.38
May	51.41



Total Water Produced: Million Gallons MG

Month	Willow Lake WTP	Newport WTP	Totals (million gallons)
July	104.54	107.79	212.33
June	33.18	110.18	143.36
May	26	94	120

During the electrical tie in of Well 6 the effluent flow meter was interrupted and is now out of service. Veolia is using the "raw water to be treated" flow data until the meter is repaired.

Water Quality Reports:

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

Operations Summary:

Well 6 programming continues to be developed.

Virgil Koehne purchased a new brand of peristaltic pump to see if it performs better than the Stenner style. The new pump has performed without fail since installed. In addition to experiencing chemical pump failures, the wells have been shutting off. Telstar has been trouble shooting this phenomenon for well 1 and well 5.

At Willow Lake the actuator for backwash Valve V3 was replaced as it was sticking. Trouble shooting of this valve seems to lead to the conclusion the valve is sticking and the actuator is working correctly.

Veolia received 20 quartz sleeves and used them to rebuild two modules which were installed. Additional UV components were ordered with a shipment date of August 12.

16 extra Total Coliform samples were collected as a result of the triggered turbidity requirement. Hach Technical Group was called in to help us understand why the system was trend spiking. The unit was evaluated and calibrated. The service technicians stated the unit needs to be permanently mounted to take pressure off the sensor cable.



The CVRWQCB has begun to re-look at the NTU limits currently prescribed for Discovery Bay. It is hoped the NTU trigger value will be raised to match a secondary treatment facility process.

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

Call Outs:	Veolia Operation		
Total	TODB Water	W & WW Operations	Collections-LS
56	7	45	4

Veolia recorded 56 total call outs for the month of July. Nine (9) were false alert conditions. Twenty three were for related to chlorine injection pump issues.

Maintenance & Repair Work:

PM's	Regulatory	Hours
96	19	122.65

Electrical & Programming

Service calls for well 1 B. Modified program Adjusted Panelview low level set point entry and changed delay to call for pump. Checked and corrected well level reading on control system.

Programmed and configured new SCADA computer.

The sump pump at the belt press failed causing supernatant water to overflow the area. Veolia operations used the Vactor truck to remove the standing water and discharge it back to the wastewater system. The Town of Discovery Bay had the confined space wet well pump removed for repairs and installed a temporary pump to continue pressing operations.

Collections - Willow Lake and Newport WTP

Valve V3B for Filter B at WLWTP failed during a backwash cycle nearly causing an overflow at the backwash tank. The actuator and the solenoid have both been inspected and troubleshot for functionality and no issues have been found by operations staff or Greg Hubley. Veolia Water recommends that the manufacturer inspect the valve due to persisting issues during the backwash cycle to prevent future problems.



No collection lines were cleaned in July however extra cleaning is scheduled in August.

Maintenance Costs for June: \$ 5161.19

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



County Supervisor Mary Nejedly Piepho, District III
CONTRA COSTA COUNTY BOARD OF SUPERVISORS

Received 8/6/10
mailed to Board - 8/19

COMMITTEES

- Internal Operations Committee
- Data Protection Commission
- Transportation, Water & Infrastructure Committee
- Tri Valley Transportation Committee
- Local Agency Formation Commission
- Central Contra Costa Solid Waste Authority
- Alameda Committee
- Association of City Area Governments
- Contra Costa Regional Medical Center Joint Services Committee
- Diagonal Valley Oversight Committee
- South West Area Transportation

July 23, 2010

The Honorable Barbara Boxer
U.S. Senate
112 Hart Senate Office Building
Washington, DC 20510

Re: Funding for the Sand Creek Road Interchange

Dear Senator Boxer,

I would like to thank you for your recent visit the Caldecott Tunnel Fourth Bore Project.

As you know, this is a critical project for the region, particularly Contra Costa County, and a great deal of energy has been expended towards its delivery by Contra Costa Transportation Authority, Caltrans, the Metropolitan Transportation Commission and the Alameda County Transportation Authority. Federal funding through the American Recovery and Reinvestment Act of 2009 (ARRA) resulted in this project being fully funded. The construction will create approximately 4,000 new jobs for the bay area.

Another critical regional project is the highway 4 corridor, linking Solano, Sacramento, San Joaquin & Contra Costa Counties directly.

I would like to advocate for funding to complete an important interchange project specifically on the State Route 4 Bypass. The State Route 4 Bypass is a Joint Powers Authority (JPA) between the cities of Antioch, Brentwood, Pittsburg, Oakley and Contra Costa County, which will generate additional construction jobs, and, to date, has been funded entirely by local developer fees. The design for this project is complete and it is ready for construction. Due to the significant decline of residential construction, the Sand Creek Road Interchange lacks significant funding needed for project completion. Improvements will ultimately provide improved traffic safety and traffic flow.

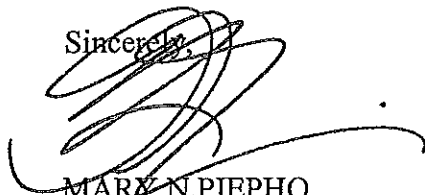
AGENDA ITEM – K-1

309 Diablo Road, Danville, CA 94526 • 181 Sand Creek Road, Suite L, Brentwood, CA 94513

I recognize that sources of funding are in short supply these days, however, I would appreciate any assistance you might provide to obtain federal funding to enable us to finish the Sand Creek Interchange portion of the State Route 4 Bypass.

Again, I appreciate your support for Contra Costa County projects and look forward to continuing to work with you to improve the condition and safety of the Bay Area's transportation system.

Sincerely,



MARX N. PIEPHO
County Supervisor, District III

MNP:mm

*Thank you
for your consideration,
A.*



County Supervisor Mary Nejedly Piepho, District III
CONTRA COSTA COUNTY BOARD OF SUPERVISORS

Received 8/2/10
emailed to Board 8/2/10

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water & Infrastructure Committee

Tri Valley Transportation Committee

Local Agency Formation Commission

Central Contra Costa Solid Waste Authority

Airport Committee

Association of Bay Area Governments

Contra Costa Regional Medical Center Joint Services Committee

Dougherty Valley Oversight Committee

South West Area Transportation

July 28, 2010

Kevin Graves, President
Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear President Graves and Members,

Please find enclosed several Board Orders from the July 27, 2010 Board of Supervisors' meeting that I believe will be of interest to the Town of Discovery Bay Community Services District

- 1.) June 30, 2010 Status Report on the Liberty Union High School District's Fourth High School Project.
- 2.) July 14, 2010 Extension of Transition Period for East Contra Costa Fire Protection District.

Please feel free to contact my office regarding this or any additional matter at (925) 240-7260.

As always, it is an honor to serve you on the Contra Costa County Board of Supervisor.

Sincerely,

MARY N. PIEPHO
County Supervisor, District III

MNP: kc

Received 8/13/10
emailed to Council 8/11

County Supervisor Mary Nejedly Piepho, District III

CONTRA COSTA COUNTY BOARD OF SUPERVISORS

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water &
Infrastructure CommitteeTri Valley Transportation
CommitteeLocal Agency Formation
CommissionCentral Contra Costa
Solid Waste Authority

Airport Committee

Association of Bay Area
GovernmentsContra Costa Regional Medical
Center Joint Services CommitteeDougherty Valley Oversight
Committee

South West Area Transportation

August 4, 2010

Julie Bueren, Director
Contra Costa County Public Works Department
255 Glacier Drive
Martinez, CA 94553

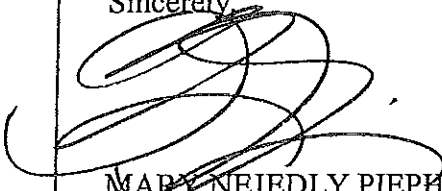
Dear Director Bueren,

Please find here within correspondence from the Byron Municipal Advisory Council (MAC) regarding their on-going concerns regarding the intersection of J-4/Byron Highway and Camino Diablo.

Please consider this letter as an ongoing interest of the Byron community for resolution of safety concerns at this impacted intersection. Please identify a time when you or your staff are able to attend an upcoming Byron MAC meeting to discuss any options, special funding, or suggested timeframe for solutions. Your continued engagement on this important project for Byron is greatly appreciated.

Please feel free to contact me at (925) 240-7260 to arrange attendance at a BMAC meeting or if you have any questions.

Sincerely,



MARY NEJEDLY PIEPHO
County Supervisor, District III

Cc: Linnea Juarez, Chair, Byron Municipal Advisory Council
Kevin Graves, President, Town of Discovery Bay CSD ✓
Linda Weekes, Chair, Knightsen Town Advisory Council

Byron Municipal Advisory Committee
Byron, CA 94514

July 15, 2010

Contra Costa County Board of Supervisors
651 Pine Street, Room 107
Martinez, CA 94553

Honorable Supervisors,

We address this letter to the Board to express our ever-growing concerns regarding a major safety issue in Byron, CA (East Contra Costa). The intersection of County Road J-4, otherwise known as the Byron Highway and Camino Diablo has become one of the most dangerous driving hazards in East Contra Costa County.

This particular intersection should be reviewed, considered, and evaluated by the Board. With that said, the Board should realize that there are reasons that contribute to this hazardous intersection.

1. The large volume of commuter traffic, as well as semi-trucks that travel through "Byron" every day, especially during the morning and evening commute hours.
2. The convenience store/gas station that is located at this four (4) way corner of the "said" intersection, as well as the Mexican Restaurant, also generates a large amount of vehicular activity during these hours stated above.
3. There are drivers who are trying to avoid the intersection further "north" at Holway Drive & the Byron Highway (J-4) who are using this intersection of concern.
4. It has been noted, if not observed, by those that travel this area of concern, that both northbound & southbound drivers drive their vehicles illegally around other vehicles that are turning either eastbound or westbound on "Camino Diablo".
5. Majority of vehicles go well over the "speed limit" when they pass this particular intersection which is designated 35 MPH, before and after, until passed by Leighton's Construction's residence on the left - going "south".

There have been numerous accidents and exponentially more "near misses" at this very perilous crossroad. In the interest of the safety and welfare of the traveling public, we are requesting that a signal light and hopefully turn lanes be installed. It will surely cut down on the accidents, the speeding, and will save lives by taking this very necessary action.

Do we have to wait, as tax payers, for our roads/highways, etc for our counties/farm & ranch/small communities? There are many roads across this "State" that **intersections** have had cases of sorrow - i.e., Marsh Creek & Hwy 4 - we see on the days when we travel this road

that particular intersection as well as many road signs of memories (like Vasco Road & other CA roads/highways) the flowers/crosses, etc. of love ones/family. Marsh Creek & Hwy 4 – it took some time, but this particular intersection is now a 4-way light intersection.

Do we have to wait for another terrible/drunken/stupid, or I didn't see the vehicle" accident with perhaps a death of family members or a child/ren before a decision can be reached?

Life is precious and we only have "one" time here to continue on

Respectfully,



Don Della Nina
MAC Byron Council Member

Byron Municipal Advisory Committee

Received 8/13/10
emailed to Board 8/16



County Supervisor Mary Nejedly Piepho, District III
CONTRA COSTA COUNTY BOARD OF SUPERVISORS

August 4, 2010

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water & Infrastructure Committee

Tri Valley Transportation Committee

Local Agency Formation Commission

Central Contra Costa Solid Waste Authority

Airport Committee

Association of Bay Area Governments

Contra Costa Regional Medical Center Joint Services Committee

Dougherty Valley Oversight Committee

South West Area Transportation

Kevin Graves, President
Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear President *Kevin Graves* and Members,

Please find enclosed several Board Orders from the August 3, 2010 Board of Supervisors' meeting that I believe will be of interest to the Town of Discovery Bay Community Services District.

- 1.) July 7, 2010 Amendment No. 3 to Consulting Services Agreement with Nolte Associates, Inc. Project No. 0662-6R4254.
- 2.) July 15, 2010 FY 2010/11 Allocation Plan for Keller Canyon Landfill Mitigations.
- 3.) July 20, 2010 Approve an amendment to a grant agreement with the State of California, East County area. Project No. 7517-6W7264.

I would like to make special notice of the allocation of \$2,000, from the Keller Canyon Landfill Mitigation, to the Town of Discovery Bay Community Services District.

Please feel free to contact my office regarding this or any additional matter at (925) 240-7260.

As always, it is an honor to serve you on the Contra Costa County Board of Supervisor.

Sincerely,

MARY N. PIEPHO
County Supervisor, District III

MNP: kc

AGENDA ITEM – K-4



TOWN OF DISCOVERY BAY CSD

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

Board Members

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

August 6, 2010

Lashun Cross
Contra Costa County Department of Conservation and Development
Community Development Division
651 Pine Street, 4th Floor, North Wing
Martinez, CA 94553-0095

RE: County File Number LP07-2025 (John Caprio – Orwood Resort)

Dear Ms. Cross,

The Town of Discovery Bay Community Services District Board of Directors heard testimony and took under consideration the above referenced matter at their regular meeting of August 4, 2010.

The Board took no action and there were no comments, however, the Board of Directors would like to show their support of this application.

Please let me know if you have any questions. Please feel free to contact me at 925.634.1131.

Sincerely,

Rick Howard
General Manager, Town of Discovery Bay CSD

RH/ca

AGENDA ITEM – K-5



TOWN OF DISCOVERY BAY CSD

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

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

August 6, 2010

Christine Louie
Contra Costa County Department of Conservation and Development
Community Development Division
651 Pine Street, 4th Floor, North Wing
Martinez, CA 94553-0095

RE: County File Number LP10-2023 (Scott Pellaton - Delta RV and Boat Storage)

Dear Ms. Louie,

The Town of Discovery Bay Community Services District Board of Directors heard testimony and took under consideration the above referenced matter at their regular meeting of August 4, 2010.

The Board took no action and there were no comments, however, the Board of Directors would like to show their support of this application.

Please let me know if you have any questions. Please feel free to contact me at 925.634.1131.

Sincerely,

Rick Howard
General Manager, Town of Discovery Bay CSD

RH/ca

AGENDA ITEM – K-6



County Supervisor Mary Nejedly Piepho, District III
CONTRA COSTA COUNTY BOARD OF SUPERVISORS

Received 8/23/10
Emanuelle Board
G.M.C.

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water & Infrastructure Committee

Tri Valley Transportation Committee

Local Agency Formation Commission

Central Contra Costa Solid Waste Authority

Airport Committee

Association of Bay Area Governments

Contra Costa Regional Medical Center Joint Services Committee

Dougherty Valley Oversight Committee

South West Area Transportation

August 17, 2010

Kevin Graves, President
Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear President Graves,

Please find enclosed herewith an analysis of AJR 38, the Two-Gates Fish Protection Demonstration Project from the California Senate's Committee on Natural Resources and Water.

This document provides background regarding the proposed Two-Gates Fish Protection Demonstration Project as well as highlights from the U.S. Bureau of Reclamation and Department of Interior concerning the need of "scientific premise" and "additional science" regarding the proposed project.

Additionally, the document demonstrates the push from the State to continue moving this project forward through the request of the Department of Interior to "prioritize the completion of its study" of the project.

I remain vigilant on behalf of Contra Costa County and the 5 Delta Counties on protection of the Delta. Please feel free to contact my office at (925) 240-7260 regarding this or any future matter.

As always, it is an honor to serve you on the Contra Costa County Board of Supervisors.

Sincerely,

MARY NEJEDLY PIEPHO
County Supervisor, District III

MNP:kc

AGENDA ITEM – K-7

SENATE COMMITTEE ON NATURAL RESOURCES AND WATER

Senator Fran Pavley, Chair

2009-2010 Regular Session

BILL NO: AJR 38

AUTHOR: Caballero

VERSION: May 24, 2010

DUAL REFERRAL: No

SUBJECT: Public resources: Two-Gates Fish Protection Demonstration Project.

HEARING DATE: August 10, 2010

URGENCY: No

CONSULTANT: Dennis O'Connor

FISCAL: No

BACKGROUND AND EXISTING LAW

The 2-Gates Fish Protection Demonstration Project is a proposed US Bureau of Reclamation project, developed by the Metropolitan Water District of Southern California (MWDSC) and the San Luis & Delta-Mendota Water Authority (SL&DMWA), designed to test alternative ways of protecting Delta Smelt. This 5-year experiment is intended to modify flows in the Sacramento-San Joaquin Delta to reduce entrainment of smelt and other sensitive aquatic species in Central Valley Project and State Water Project export pumps. The Project would include installing two gate facilities: one at Old River between Holland Tract and Bacon Island and one at Connection Slough between Mandeville Island and Bacon Island. Construction at these sites would include removing peat material from the channel bottom and replacing it with a layer of gravel, fabricating "Butterfly" gates mounted on two barges, sinking the barges in place, installing sheet piling, and constructing boat ramps.

One of the bills in the water package passed last November was SBX7 1 (Simitian). Among other things, that bill established requirements for early actions in the Delta. Among those early actions was a requirement for Department of Water Resources to coordinate with the Department of Fish and Game, the State Water Resources Control Board, the California regional water quality control boards, and the State Lands Commission efforts to cooperate with the United States Bureau of Reclamation to construct and implement the Two-Gates Fish Protection Demonstration Project by December 1, 2010.

SBX7 1 also appropriated \$28 million of Proposition 84 funds to help finance the 2-gates project.

On December 22, 2009, the bureau sent MWDSC and SL&DMWA a letter stating, "Based on our review, and in consideration of several factors, we have concluded that the underlying scientific premise of the [2-gates] project needs to be established before the projects can go forward, including the installation of the proposed gates." On the same day, the US Department of Interior (DOI) released the "Interim Federal Action Plan for the California Bay-Delta". That plan also noted the need for additional science regarding the 2-gates project, and called for "the U.S. Geological Survey (USGS), to immediately undertake and implement a new project ... to evaluate the smelt-turbidity relationship, with the hope that the project can provide information more quickly than waiting for the installation of the 2-Gates project."

PROPOSED LAW

This resolution would make a number of statements regarding the challenges of water management in the Delta, and would resolve “that the Legislature requests the United States Department of the Interior to prioritize completion of its study of the Two-Gates Fish Protection Demonstration Project in the Sacramento-San Joaquin Delta.”

ARGUMENTS IN SUPPORT

Supporters assert that the 2-Gates project represent the best option for not only investigating the effects of turbidity on smelt, but for providing a solution to the conflicts that result in reduced Delta exports. They support AJR 38 to keep the federal government’s “feet to the fire” to complete the necessary studies and to implement the project as soon as practicable.

ARGUMENTS IN OPPOSITION

Opponents argue that the science does not support moving forward with the project. They question why the state would attempt to restart a project determined not to be viable and one that has serious impacts on the Delta and its communities. In particular, they note that the project, by blocking Old River and Connection Slough, would pose serious navigation problems, not just for recreational boaters, but for emergency marine response crews as well.

COMMENTS

“Prioritize Completion” of the Study? The resolution asks DOI “to prioritize completion of its study of the Two-Gates Fish Protection Demonstration Project.” Webster’s defines *prioritize* to mean “to arrange (items) in order of priority.” DOI has, it just hasn’t given the project the priority that the supporters would like.

SUGGESTED AMENDMENTS: None

SUPPORT

Association of California Water Agencies
Chambers of Commerce Alliance (Ventura & Santa Barbara Counties)
City of San Diego
Metropolitan Water District of Southern California
Southern California Water Committee

OPPOSITION

Contra Costa County
Recreational Boaters of California
Sacramento County
Solano County
Yolo County

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Assembly
California Legislature



JOAN BUCHANAN
ASSEMBLYMEMBER, FIFTEENTH DISTRICT

Received 8/26/10
COMMITTEES *Enrolled to Board +6M C*
ACCOUNTABILITY AND
ADMINISTRATIVE REVIEW
BUDGET
TRANSPORTATION
UTILITIES AND COMMERCE
SUBCOMMITTEES
CHAIR, INFORMATION
TECHNOLOGY/TRANSPORTATION
COMMISSIONS
ADVISORY COMMISSION ON
SPECIAL EDUCATION
EARLY LEARNING QUALITY
IMPROVEMENTS SYSTEM
ADVISORY COMMISSION

August 23, 2010

Lucia Becerra
Acting Director
Department of Boating and Waterways
2000 Evergreen Street, Suite 100
Sacramento, CA 95815

Dear Ms. Becerra,

I am writing to you about the infestation of the aquatic weed *Egeria densa* in the Delta. As you are aware, it is spreading at unprecedented levels in the Discovery Bay community and other waterways. The problems caused by *Egeria densa* are very serious – hindering navigation, disrupting recreational activities, competing with native plants, and the negative effects on the Delta ecosystem health. *Egeria densa* also poses a safety risk to boaters, swimmers and fire fighting operations. The 2006 Department of Boating and Waterways *Egeria densa* Control Program report cites the serious economic consequences in the Delta region that will result from not stopping the spread of the weed.

Legislation in 1997 made the Department of Boating and Waterways the lead agency for controlling *Egeria densa*. Environmental impact reports and future operation plans outlined a program for effective control of *Egeria densa* in the Sacramento-San Joaquin Delta and its tributaries. In spite of work that has been done, existing efforts have not resulted in a meaningful impact on *Egeria densa* levels in the Delta. It continues to spread at an alarming rate.

We have been contacted by our constituents in Discovery Bay and Bethel Island who are being subjected to a rapidly growing infestation of *Egeria densa*. I understand that you have visited there and have viewed the problem yourself. We would like to work with you to address the issue.

Please contact my Field Representative, Iris Obregon, about stakeholder meetings and other initiatives with respect to this problem. We look forward to working with your agency to bring about a solution to this issue.

Sincerely,

Joan Buchanan

Joan Buchanan
Assemblymember, 15th District

cc:
Commissioner Lenora Clark, Department of Boating and Waterways
Dr. Lars Anderson, USDA – Agricultural Research Service
Jeff Dawson, Harbormaster
Jeff Conway, Reclamation District 800
Rick Howard, General Manager Town of Discovery Bay
Steve Spence, District Manager Bethel Island Municipal Improvement District

AGENDA ITEM – K-8

