



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



Chair – Kevin Graves • Vice-Chair – Bill Mayer • Director – Bill Pease • Director – Robert Leete • Director – Bryon Gutow

**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
PUBLIC FINANCING AUTHORITY  
AGENDA PACKET**

For the Annual Public Financing Authority  
Meeting of Wednesday  
December 19, 2018

PFA

(Meeting after the adjournment  
of the regular meeting)

Community Center  
1601 Discovery Bay Boulevard



# DISCOVERY BAY PUBLIC FINANCING AUTHORITY



## SDLF Gold-Level of Governance

President – Kevin Graves • Vice-President – Bill Mayer • Director – Bill Pease • Director – Robert Leete • Director – Bryon Gutow

### NOTICE OF THE REGULAR MEETING OF THE MEMBERS OF THE DISCOVERY BAY PUBLIC FINANCING AUTHORITY

Wednesday December 19, 2018

REGULAR MEETING 7:00 P.M. (or after the adjournment of the regular District meeting)

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### REGULAR MEETING 7:00 P.M. (Or after the adjournment of the regular District meeting)

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

1. Call business meeting to order 7:00 p.m. (or after the adjournment of the regular District meeting)
2. Pledge of Allegiance.
3. Roll Call.

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration by filling out a comment form. The public will be called to comment in the order the comment forms are received. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There is a device on the podium with a green, yellow, and red light. The yellow light will come on 30 seconds before the end of the 3 minutes. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the view point of the Directors.

#### **C. CONSENT CALENDAR**

1. Approve DRAFT minutes of Public Financing Authority meeting for December 20, 2017.

#### **D. NEW BUSINESS AND ACTION ITEMS**

1. Status Report and Update of the Discovery Bay Public Financing Authority.

#### **E. CHAIR'S REPORT AND MEMBER'S COMMENTS**

#### **F. ADJOURNMENT**

1. Adjourn the Public Financing Authority Meeting at the Community Center, 1601 Discovery Bay Boulevard.

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

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



# DISCOVERY BAY PUBLIC FINANCING AUTHORITY



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

## MINUTES OF THE REGULAR MEETING OF THE MEMBERS OF THE DISCOVERY BAY PUBLIC FINANCING AUTHORITY

Wednesday December 20, 2017

**REGULAR MEETING 7:00 P.M. (or after the adjournment of the regular District meeting)**

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### **REGULAR MEETING 7:00 P.M. (Or after the adjournment of the regular District meeting)**

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

1. Call business meeting to order 8:08 p.m. – by President Leete.
2. Roll Call – All Present.

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

None

#### **C. CONSENT CALENDAR**

1. Approval of DRAFT minutes of Public Financing Authority meeting for December 21, 2016.
2. Approval of DRAFT minutes of Public Financing Authority meeting for January 4, 2017.
3. Approval of DRAFT minutes of Public Financing Authority meeting for January 18, 2017.

Motion by: Vice-President Graves to approve the Consent Calendar.

Second by: Director Bill Pease

Vote: Motion Carried – AYES: 5, NOES: 0

#### **D. NEW BUSINESS AND ACTION ITEMS**

1. Status Report and Update of the Discovery Bay Public Financing Authority.

Finance Manager Breitstein provided the details regarding an update for the Discovery Bay Public Financing Authority. There was discussion related to the Bond for the Water Meter Project.

#### **E. CHAIR'S REPORT AND MEMBER'S COMMENTS**

None

#### **F. ADJOURNMENT**

1. The meeting adjourned at 8:10 p.m. the Public Financing Authority Meeting at the Community Center, 1601 Discovery Bay Boulevard.

//cmc – 01-02-18

<http://www.todb.ca.gov/agendas-minutes>



# Discovery Bay Public Financing Authority STAFF REPORT

**Meeting Date**

December 19, 2018

**Prepared By:** Dina Breitstein, Finance Manager  
**Submitted By:** Michael R. Davies, General Manager

MRD

**Agenda Title**

Status Report and Update of the Discovery Bay Public Financing Authority.

**Recommended Action**

Receive and File.

**Executive Summary**

In August 2012, the Discovery Bay Public Financing Authority issued \$14,100,000 in Series 2012 Enterprise Revenue Bonds and in April of 2017 the PFA issued \$8,825,000 in series 2017 Enterprise Revenue Bonds. Per the terms of the financing and agreement between the members of the Joint Powers Authority (Discovery Bay Public Financing Authority and the Byron Bethany Public Financing Authority (PFA)); an annual meeting of the PFA must take place. The PFA last met on December 20, 2017.

The staff of the PFA is pleased to present the list of projects that the PFA identified in the *Official Statement*, and the status of those projects: Bond funds are expended on the 2012 Bond as of June 30, 2014 and the remaining balance on the 2017 Bond as of June 2018. Additionally, annual Debt Service payments have been met and payment information is included in the summary.

The DBPFA financed \$14.1M in Capital Projects in August 2012. Water projects totaled \$1.5M, while Wastewater projects accounted for \$12.6M of the overall project costs. The DBPFA financed \$8,825,000 in April 2017 \$1.5M for the Water project and \$7.4M for the Wastewater project. The project title and budget allocations for each project, and account balances as of June 30, 2018, are as follows:

<b>2012 BOND</b>				
<b>Water Project Improvements</b>		<b>Budget</b>	<b>Expenditures</b>	<b>Remaining Balance</b>
Project 51	Planning and Construction of Well 7	\$ 1,500,000.00	\$ 1,501,399.44	\$ (1,399.44)
	<b>Total Project</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,501,399.44</b>	<b>\$ (1,399.44)</b>
<b>Wastewater Project Improvements</b>				
Project 1	Influent Pump Station Modifications	\$ 1,050,000.00		
Project 2	Re-Activate Pump Station W	\$ 400,000.00		

Project 3	Emergency Storage Facilities	\$ 250,000.00		
<b>Total Project 1,2,3 (projects combined)</b>		<b>\$ 1,700,000.00</b>	<b>\$ 2,367,705.80</b>	<b>\$ (667,705.80)</b>
Project 4	Splitter Box, Ox Ditch, Clarifier, RAS Pumps at Plant 2, Standby Aerators	\$ 6,050,000.00	\$ 6,505,341.79	\$ (455,341.79)
Project 13	New Solar Dryer and 2 Belt Presses	\$ 3,800,000.00	\$ 3,217,958.94	\$ 582,041.06
Project 62	Lift Station F Rehabilitation	\$ 500,000.00	\$ 686,166.91	\$ (186,166.91)
Project 63	UV Bank 4 Installation	\$ 250,000.00	\$ 158,744.77	\$ 91,255.23
Contingency	Other/Contingency	\$ 300,000.00	\$ 300,000.00	\$ -
	<b>Total Project</b>	<b>\$ 12,600,000.00</b>	<b>\$ 13,235,918.21</b>	<b>\$ (635,918.21)</b>
<b>Debit Service Payments</b>		<b>Paid</b>		
Deutsche Bank	November 2012	\$ 139,167.40		
	April 2013	\$ 254,283.46		
USA Bank	October 2013	\$ 559,355.55		
	April 2014	\$ 266,453.90		
	October 2014	\$ 561,456.04		
	April 2015	\$ 263,505.78		
	November 2015	\$ 568,505.15		
	April 2016	\$ 258,919.88		
	September 2016	\$ 568,886.14		
	April 2017	\$ 257,218.89		
	October 2017	\$ 567,173.50		
	April 2018	\$ 255,010.04		
	October 2018	\$ 570,155.47		
	<b>Total Paid</b>	<b>\$ 5,090,091.20</b>		
		<b>\$ 14,100,000.00</b>	<b>\$ 14,737,317.65</b>	<b>\$ (637,317.65)</b>
<b>2017 BOND</b>				
<b>Water Project Improvements</b>		<b>Budget</b>	<b>Expenditures</b>	<b>Remaining Balance</b>
Project #115	Water Meter Completion Project	\$ 1,500,000.00	\$ 1,500,000.00	\$ -
	<b>Total Project</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ -</b>
<b>Wastewater Project Improvements</b>				
Project #7	Filtration Project	\$ 7,400,000.00	\$ 6,681,313.74	\$ 718,686.26
	<b>Total Project</b>	<b>\$ 7,400,000.00</b>	<b>\$ 6,681,313.74</b>	<b>\$ 718,686.26</b>

<b>Debit Service Payments</b>		<b>Paid</b>		
US Bank	April 2017	\$ 176,382.68		
	October 2018	\$ 351,350.00		
	<b>Total Paid</b>	<b>\$ 527,732.68</b>		
		<b>\$ 8,900,000.00</b>	<b>\$ 8,181,313.74</b>	<b>\$ 718,686.26</b>

**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**

August 2012 Bond Issuance

April 2017 Bond Issuance

**Attachments**

None

**AGENDA ITEM: D-1**