



President - Mark Simon • Vice-President - Chris Steele • Director - Kevin Graves • Director - Bill Pease • Director - Marianne Wiesen

TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT AGENDA PACKET

For the Meeting of Wednesday September 3, 2014

7:00 P.M. Regular Meeting

District Office 1800 Willow Lake Road



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President - Mark Simon • Vice-President - Chris Steele • Director - Kevin Graves • Director - Bill Pease • Director - Marianne Wiesen

NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday September 3, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak 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 Sheriff's Office Report
- 2. CHP Report
- 3. East Contra Costa Fire Protection District Report
- 4. Supervisor Mary Piepho, District III Report

D. 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

E. PRESENTATIONS

1. Capital Improvement Program Update

F. CONSENT CALENDAR

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

- 1. Approval of DRAFT minutes of regular meeting dated August 20, 2014
- 2. Approve Register of District Invoices
- **3.** Purchase of one Automated Self Cleaning Strainer/Filter System from Fluid Engineering in the amount of \$19,863.00, plus tax, for the Reclaimed Water Project at Wastewater Plant #2

G. BUSINESS AND ACTION ITEMS

- 1. Adoption of Resolution No. 2014-18 establishing a Town of Discovery Bay Volunteer Policy
- 2. Adoption of Resolution No. 2014-21 establishing an Alcohol Policy at Town of Discovery Bay Recreation Facilities

- Adoption of Resolution No. 2014-19 Approving an Injury and Illness Prevention Program Policy for the Town of Discovery Bay
- 4. Agency Comment Request Development Plan Application DP14-3031 Bolinas Place
- 5. Ordinance No. 25 Establishing Emergency Drought Regulations in the Town of Discovery Bay
- **6.** East Contra Costa Fire Protection District Official Ballot
- 7. Adoption of Resolution No. 2014-20 establishing Supplemental Insurance through the American Family Life Assurance Company of Columbus Supplemental Insurance

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

- 1. Annual Disclosure pursuant to California Government Code Section 53065.5
- I. PRESIDENT REPORT AND DIRECTORS' COMMENTS
- J. MANAGER'S REPORT Discussion and Possible Action
- K. GENERAL MANAGER'S REPORT Discussion and Possible Action
 - 1. Discussion of Possible Town of Discovery Bay Boundary Changes
- L. <u>DISTRICT LEGAL COUNSEL REPORT</u>
- M. <u>COMMITTEE UPDATES Discussion and Possible Action</u>
- N. CORRESPONDENCE Discussion and Possible Action
- O. PUBLIC RECORD REQUESTS RECEIVED
- P. FUTURE AGENDA ITEMS
- Q. ADJOURNMENT
 - Adjourn to the next regular meeting dated September 17, 2014 starting at 7:00 p.m. on 1800 Willow Lake Rd – Located behind the Delta Community Presbyterian Church.

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

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay 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."





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item C





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item D





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item E



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President - Mark Simon • Vice-President - Chris Steele • Director - Kevin Graves • Director - Bill Pease • Director - Marianne Wiesen

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday August 20, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon Pledge of Allegiance – Led by President Simon Roll Call – All Present with the exception of Vice-President Steele

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

There was one Public Comment Speaker

C. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

E. CONSENT CALENDAR

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

- 1. Approval of DRAFT minutes of special meeting dated August 6, 2014
- 2. Approval of DRAFT minutes of regular meeting dated August 6, 2014
- 3. Approve Register of District Invoices
- 4. Approval of Notice of Exemption (CEQA) for Community Center Swimming Pool Plastering Project
- 5. Approval of Notice of Exemption (CEQA) for Community Center Tennis Courts Re-surfacing Project
- 6. Approval of Notice of Exemption (CEQA) for Reclaimed Water Project at Wastewater Treatment Plant # 2
- 7. Approve and Accept the contract work performed by Aero-Mod, Inc., for the Belt Press for Bio-Solids Project and direct Staff to record "Notice of Completion" with the Contra Costa County Recorder's Office

Motion by: Director Pease to approve the Consent Calendar

Second by: Director Wiesen

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES: 0. ABSENT: 1 – Vice-President Steele

F. PUBLIC HEARING to Consider the Following

1. Adoption of Resolution No.2014-17 amending the Town of Discovery Bay Community Services District Capacity Fee Program

General Manager Howard - Provided details of item F-1

President Simon – Opened the Public Hearing. There was one Public Comment Speaker. There was discussion between the General Manager, The Hofmann Company, Bartle Wells, and the Board.

Motion by: Director Pease to adopt Resolution No. 2014-17 establishing capacity charges for water and wastewater service pursuant to Government Code §66016 for FY 2014-15 and beyond, and to include the \$100.00 increase to the proposed adjustment and to make the amendment to the Resolution No. 2014-17 acknowledging the \$100.00 increase.

Second by: Director Wiesen

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES:

0, ABSENT: 1 - Vice-President Steele

G. BUSINESS AND ACTION ITEMS

1. 2014 Community Center Public Event Calendar (Revised)

General Manager Howard - Provided details of item G-1.

Parks and Recreation Manager – Provided additional details of item G-1. There was discussion between the General Manager, the Parks and Recreation Manager, and the Board.

Motion by: Director Pease to approve the revised 2014 Public Event Calendar and Final Acceptance of the following Discovery Bay Lions events; Car Show (September 6), Summer Concert (September 13) and the Rocktoberfest (October 11-12).

Second by: Director Wiesen

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES: 0. ABSENT: 1 – Vice-President Steele

2. Proposed Ordinance No. 25 Establishing Emergency Drought Regulations

General Manager Howard – Provided details of item G-2. There was discussion between the General Manager, Legal Counsel, and the Board. There was one Public Comment Speaker.

Motion by: Director Graves to introduce Emergency Drought Regulations Ordinance No. 25 as drafted; and set September 3, 2014 for the adoption of Ordinance No. 25 establishing Emergency Drought Regulations in the Town of Discovery Bay, and to give Staff the authorization to work on the language to add up to the maximum \$500.00 fine per day for persistent and consistent violators and also to accept the exceptions for water usage from Kiper Development for Kiper Homes, if authorized by the State of California Water Boards.

Second by: Director Pease

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES: 0, ABSENT: 1 – Vice-President Steele

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

I. VEOLIA REPORT

1. Veolia Report – Month of July 2014

Project Manager Berney Sadler – Provided the details of the July 2014 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, the Water and Wastewater Manager, and the Board.

J. MANAGER'S REPORTS - Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT - Discussion and Possible Action

The first meeting in October is cancelled – October 1, 2014

L. <u>DISTRICT LEGAL COUNSEL REPORT</u>

None

M. COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE - Discussion and Possible Action

- 1. R Contra Costa County Aviation Advisory Committee meeting minutes dated June 12, 2014
- 2. R East Contra Costa County Fire Protection District meeting minutes dated July 7, 2014
- 3. R Contra Costa County Aviation Advisory Committee meeting minutes dated July 10, 2014
- 4. R Byron Municipal Advisory Council meeting minutes dated July 17, 2014

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

- 1. Delta Breeze Broadcasting Presentation
- 2. Cost to maintain the Community Center (Profit/Loss Statement by Month) 6 to 8 months

Q. <u>ADJOURNMENT</u>

The meeting adjourned at 8:03 p.m. to the next Regular meeting dated September 3, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc - 08-27-14 http://www.todb.ca.gov/content/agenda-and-minutes/



Town of Discovery Bay

"A Community Services District" **AGENDA REPORT**

Meeting Date

September 03, 2014

Dina Breitstein, Finance Manager & Lesley Marable, Sr. Accounts Clerk Prepared By:

Submitted By: Rick Howard, General Manager



Agenda Title

Approve Register of District Invoices

Recommended Action

Staff recommends that the Board approve the listed invoices for payment

Executive Summary

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

Fiscal Impact:

Amount Requested \$ 200,207.25

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 2014/2015 Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2014/2015 Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2014/2015

AGENDA ITEM: F-2

Request For Authorization To Pay Invoices (RFA) For The Meeting On September 03, 2014

Town of Discovery Bay CSD

For Fiscal Year's 7/14 - 6/15

<u>Vendor Name</u> Administration	Invoice Number	<u>Description</u>		Invoice Date	Amount
Village Nurseries Wholesale, LLC	212794	Landscape Maintenance (Z35)		08/08/14	\$410.09
			Administration	Sub-Total	\$410.09
Water					
Alhambra	13710019080814	Water Service		08/08/14	\$16.84
Bill Pease	AUG 2014	Expense Report Aug 2014		08/28/14	\$138.00
California Rural Water Association	2014/2014	Membership 2014-2015		08/20/14	\$1,060.00
Chris Steele	AUG 2014	Expense Report Aug 2014		08/28/14	\$92.00
Cintas	185478968	Uniforms		08/12/14	\$14.90
Cintas	185479778	Uniforms		08/19/14	\$14.90
County Of Contra Costa, Dept of Info Tec	9036	Data Processing July 2014		08/18/14	\$17.60
Croce, Sanguinetti & Vander Veen, Inc.	1738	Fiscal Year 2012-2013		06/15/14	\$7,408.00
Croce, Sanguinetti & Vander Veen, Inc.	1745	Consulting Service Fiscal Year 2012-2013		08/15/14	\$9,000.00
Dan Meewis	1	Training and Education		08/25/14	\$60.00
David Wong	9902 PYRAMID WAY	Closed Account, Refund Overpayment		08/27/14	\$22.36
Delta Fence Company, Inc.	7627	Install Roofing Well #2		08/18/14	\$4,500.00
Denise Kaiser	4043 REGATTA DR	Closed Account, Refund		08/27/14	\$33.14
Freedom Mailing Service, Inc	25120	Water Bill Processing July 2014		08/12/14	\$1,065.01
Kaiser Foundation Health Plan	0018062701/2014	Medical Insurance June, July, Aug		07/31/14	\$1,247.67
Luhdorff & Scalmanini	29957	Urban Water Management Plan		07/27/14	\$948.75
MailFinance	N4852290	Qtly Postage Machine Lease		08/17/14	\$96.41
Marianne Wiesen	AUG 2014	Expense Report Aug 2014		08/28/14	\$138.00
Mark Simon	AUG 2014	Expense Report Aug 2014 Nicor Meters		08/28/14	\$120.00
National Meter & Automation, Inc.	\$1054438.001 7900044908384658/814			08/19/14 08/07/14	\$686.51 \$122.30
Neopost (Postage Account) Neumiller & Beardslee	264108	Postage Services Through 07/31/14		08/07/14	\$1,728.20
Neumiller & Beardslee	264108	Hofmann v. TODB		08/18/14	\$1,728.20
Neumiller & Beardslee	264110	Services RWQCB Through 07/31/14		08/18/14	\$1,341.98
Office Depot	705585539002	Office Supplies		08/15/14	\$1,541.56
Office Depot	705585533002	Office Supplies		08/14/14	\$8.88
Pacific Gas & Electric	2943721807-5/082914	Electric and Gas Bill 07/11/14-08/11/14		08/29/14	\$49,802.64
Patricia Cimlov-Zahares	14-033	Door Hanger Production		08/13/14	\$210.00
R & B Company	S1425547.002	Water Meter Lids		08/20/14	\$527.34
ReliaStar Life Insurance Company	#JR52 457(B) 083114	457(b) 08/16/14-08/31/14		08/31/14	\$435.77
Ricoh USA, Inc	5032106516	Photocopier Maintenance		08/21/14	\$26.56
Shred-It USA-Concord	9404084686	Shredding Service		08/21/14	\$52.73
Some Gave All	AUG 2014	Expense Report Aug 2014		08/28/14	\$307.40
U.S. Bank	3758512	Annual Administration Fee		08/14/14	\$165.00
Univar	SJ635826	Chemicals Delivered 08/12/14		08/12/14	\$161.08
Univar	SJ635827	Chemicals Delivered 08/12/14		08/12/14	\$265.78
Univar	SJ637248	Chemicals Delivered 08/19/14		08/19/14	\$442.97
Veolia Water North America	40358	Repair & Maintenance July 2014		08/15/14	\$5,809.69
Veolia Water North America	40404	Willow Lake WTP Chemical Room Upgrade		08/15/14	\$2,197.25
Veolia Water North America	40445	Vehicle Maintenance July 2014		08/15/14	\$762.34
			Water	Sub-Total	\$91,155.71
Wastewater	407406			00/22/22	
Alhambra	13710019080814	Water Service		08/08/14	\$25.25
American Retrofit Systems	1019	Lift Station Grounding and Bonding		08/21/14	\$250.00
Bill Pease	AUG 2014	Expense Report Aug 2014		08/28/14	\$207.00
Chris Steele	AUG 2014	Expense Report Aug 2014		08/28/14	\$138.00
Cintas	185478968	Uniforms		08/12/14	\$22.40
Cintas County Of Contra Costa, Dept of Info Tec	185479778 9036	Uniforms		08/19/14	\$22.40
• • •	9036 1738	Data Processing July 2014 Fiscal Year 2012-2013		08/18/14 06/15/14	\$26.40 \$11,112.00
Croce, Sanguinetti & Vander Veen, Inc.	1738 1745				\$11,112.00
Croce, Sanguinetti & Vander Veen, Inc. Dan Meewis	1/45	Consulting Service Fiscal Year 2012-2013		08/15/14	
Kaiser Foundation Health Plan	0018062701/2014	Training and Education Medical Insurance June, July, Aug		08/25/14 07/31/14	\$90.00 \$1,871.52
MailFinance	N4852290	Qtly Postage Machine Lease		07/31/14	\$1,871.52 \$144.62
Marianne Wiesen	AUG 2014	Expense Report Aug 2014		08/17/14	\$207.00
Mark Simon	AUG 2014 AUG 2014	Expense Report Aug 2014 Expense Report Aug 2014		08/28/14	\$180.00
Neopost (Postage Account)	7900044908384658/814	Postage		08/07/14	\$180.00
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Neumiller & Beardslee	264108	Services Through 07/31/14	08/18/14	\$2,592.30
Neumiller & Beardslee	264109	Hofmann v. TODB	08/18/14	\$141.90
Neumiller & Beardslee	264110	Services RWQCB Through 07/31/14	08/18/14	\$2,012.98
Office Depot	705585539001	Office Supplies	08/14/14	\$81.86
Office Depot	721412726001	Office Supplies	07/31/14	\$39.04
Pacific Gas & Electric	1181942262-4/082814	Electric and Gas Bill 07/10/14-08/10/14	08/28/14	\$7,608.48
Pacific Gas & Electric	7312115758-7/090214	Electric & Gas Bill 07/15/14-08/13/14	09/02/14	\$30,306.23
ReliaStar Life Insurance Company	#JR52 457(B) 083114	457(b) 08/16/14-08/31/14	08/31/14	\$653.65
Ricoh USA, Inc	5032106516	Photocopier Maintenance	08/21/14	\$39.85
Ruff Stuff	1	Removal Of Tulles and Vegetation Plant #2	08/14/14	\$6,500.00
Shape, Inc.	119594	Repair of Pump, Lakes Lift Station	08/15/14	\$1,467.03
Shape, Inc.	119595	Repair of Pump, Lakes Lift Station	08/06/14	\$708.00
Shred-It USA-Concord	9404084686	Shredding Service	08/21/14	\$79.09
Some Gave All	AUG 2014	Expense Report Aug 2014	08/28/14	\$434.94
U.S. Bank	3758512	Annual Administration Fee	08/14/14	\$1,335.00
Veolia Water North America	40358	Repair & Maintenance July 2014	08/15/14	\$2,719.59
Veolia Water North America	40405	Fiber To WWTP#1	08/15/14	\$26.47
Veolia Water North America	40445	Vehicle Maintenance July 2014	08/15/14	\$1,143.51
Veolia Water North America	40446	Lift Station Rehabilitation	08/15/14	\$185.10

Wastewater Sub-Total \$81,555.06

Community Center

Community Center Sub-Total \$0.00

Grand Total \$173,120.86

Request For Authorization To Pay Invoices (RFA) For The Meeting On September 03, 2014 Town of Discovery Bay, D.Bay L&L Park #8 For Fiscal Year's 7/14 - 6/15

<u>Vendor Name</u>	Invoice Number	Description	Invoice Date	Amount
Alhambra	13710019080814	Community Center-Water Service	08/08/14	\$182.52
Cintas	185478968	Uniforms	08/12/14	\$18.66
Cintas	185478968	Community Center-Mats	08/12/14	\$30.99
Cintas	185479778	Uniforms	08/19/14	\$18.66
Cintas	185479778	Community Center-Mats	08/19/14	\$30.99
Croce, Sanguinetti & Vander Veen, Inc.	1738	Fiscal Year 2012-2013	06/15/14	\$2,215.00
Michele M. Carter	2002	Community Center-Program Fees	08/09/14	\$260.00
Neumiller & Beardslee	264108	Community Center-Services Through 07/31/14	08/18/14	\$760.50
Office Depot	722402461001	Office Supplies	07/31/14	\$20.91
Office Depot	722402461001	Community Center-Office Supplies	07/31/14	\$18.07
Pacific Gas & Electric	0869258994-1/082814	Electric and Gas Bill 07/10/14-08/10/14	08/28/14	\$459.21
Pacific Gas & Electric	5702839598-6/081214	Community Center-Electric and Gas Bill 07/01/14-08/10/14	08/12/14	\$1,853.18
Pacific Gas & Electric	5939734421-5/081814	Electric & Gas Bill 07/18/14-08/18/14	08/18/14	\$6,635.85
Shawna J. Scizak	3	Community Center-Program Fees	08/15/14	\$468.00
Town of Discovery Bay, CSD	9-900-000-002-6.02	Community Center-Water Bill 07/01/14-07/31/14	07/31/14	\$1,601.57
Town of Discovery Bay, CSD	9-900-000-004-2.01	Water Bill 07/01/14-07/31/14	07/31/14	\$2,299.35
Town of Discovery Bay, CSD	9-900-000-004-2.02	Water Bill 07/01/14-07/31/14	07/31/14	\$665.93
Town of Discovery Bay, CSD	9-900-000-004-2.03	Water Bill 07/01/14-07/31/14	07/31/14	\$457.13
Town of Discovery Bay, CSD	9-900-000-004-2.04	Water Bill 07/01/14-07/31/14	07/31/14	\$271.89
Town of Discovery Bay, CSD	9-900-000-004-2.05	Water Bill 07/01/14-07/31/14	07/31/14	\$68.33
Town of Discovery Bay, CSD	9-900-000-004-2.06	Water Bill 07/01/14-07/31/14	07/31/14	\$360.59
Town of Discovery Bay, CSD	9-900-000-004-2.07	Water Bill 07/01/14-07/31/14	07/31/14	\$9.30
Town of Discovery Bay, CSD	9-900-000-004-2.08	Water Bill 07/01/14-07/31/14	07/31/14	\$9.30
Town of Discovery Bay, CSD	9-900-000-004-2.09	Water Bill 07/01/14-07/31/14	07/31/14	\$96.54
Town of Discovery Bay, CSD	9-900-000-004-2.10	Water Bill 07/01/14-07/31/14	07/31/14	\$483.30
Town of Discovery Bay, CSD	9-900-000-004-4.01	Water Bill 07/01/14-07/31/14	07/31/14	\$10.17
Town of Discovery Bay, CSD	9-900-000-004-4.02	Water Bill 07/01/14-07/31/14	07/31/14	\$131.44
Town of Discovery Bay, CSD	9-900-000-004-4.03	Water Bill 07/01/14-07/31/14	07/31/14	\$839.53
Town of Discovery Bay, CSD	9-900-000-004-4.04	Water Bill 07/01/14-07/31/14	07/31/14	\$31.98
Town of Discovery Bay, CSD	9-900-000-004-4.05	Water Bill 07/01/14-07/31/14	07/31/14	\$91.60
Town of Discovery Bay, CSD	9-900-000-012-0.01	Water Bill 07/01/14-07/31/14	07/31/14	\$5.81
Village Nurseries Wholesale, LLC	212794	Landscape Maintenance	08/08/14	\$1,223.92
Watersavers Irrigation Inc.	1492470-00	Clipper Dr. Repairs	08/12/14	\$11.40

Total \$21,641.62

Request For Authorization To Pay Invoices (RFA) For The Meeting On September 03, 2014

Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood) For Fiscal Year's 7/14 - 6/15

<u>Vendor Name</u>	Invoice Number	Description	Invoice Date	Amount
Cintas	185478968	Uniforms	08/12/14	\$18.67
Cintas	185479778	Uniforms	08/19/14	\$18.67
Croce, Sanguinetti & Vander Veen, Inc.	1738	Fiscal Year 2012-2013	06/15/14	\$2,215.00
Odyssey Landscaping	36039753.1	Planting on Poe Drive	07/31/14	\$825.00
Office Depot	722402461001	Office Supplies	07/31/14	\$20.92
Pacific Gas & Electric	0403377952-3/082814	Electric and Gas Bill 07/10/14-08/10/14	08/28/14	\$49.50
Town of Discovery Bay, CSD	9-900-000-004-3.01	Water Bill 07/01/14-07/31/14	07/31/14	\$5.81
Town of Discovery Bay, CSD	9-900-000-004-3.02	Water Bill 07/01/14-07/31/14	07/31/14	\$1,831.16
Town of Discovery Bay, CSD	9-900-000-004-3.03	Water Bill 07/01/14-07/31/14	07/31/14	\$460.04
			Total	\$5,444.77



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

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

Agenda Title

Purchase of one Automated Self Cleaning Strainer/Filter System from Fluid Engineering in the amount of \$19,863.00, plus tax, for the Reclaimed Water Project at Wastewater Plant #2.

Recommended Action

Approve purchase of one Automated Self Cleaning Strainer/Filter System from Fluid Engineering in the amount of \$19,863.00, plus tax, and authorize the General Manage to execute all purchase contracts.

Executive Summary

The Town is in the process of completing a reclaimed water project aimed at reducing the amount of treated potable water used at Wastewater Treatment Plant #2. The project will remove potable water as a source for the three bio solids belt presses, as well as the three clarifiers (one currently under construction) at that plant. It is estimated that this project will result in savings of approximately 20 million gallons annually of potable water. Treated wastewater will instead be utilized for these tasks.

One of the critical components of the system is the need for a filtration system that removes solids from the treated wastewater, protecting the integrity of the belt presses as well as the sprayers at the clarifiers.

This project is an approved project and is included in the FY 2014-14 CIP Budget.

Fiscal Impact:

Amount Requested \$21,551.36 (including Tax)

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

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

Previous Relevant Board Actions for This Item

Adoption of FY 2014-15 CIP Budget

Attachments

Proposal for Automated Self Cleaning Strainer/Filter System from Fluid Engineering Background Materials for Automated Self Cleaning Strainer/Filter System

AGENDA ITEM: F-3



A Division of TM Industrial Supply, Inc. 1432 Walnut Street * Erie, Pennsylvania 16502 USA Phone (814) 453-5014 * Fax (814) 452-6573 http://www.fluideng.com * Email: sales@fluideng.com

HERWIT ENGINEERING 6200 CENTER STREET SUITE 310 CLAYTON, CA 94517

ATTN: GREGORY HARRIS

Quote NO: QT20533

Cust NO:

Date Quoted: 8/15/2014

Sales: FE-JoeyLaboda

Sales Rep: CHRISTIAN POWER EQUIPMENT

Ship Via: BEST WAY

Shipment: FOB TM SHIPPING DOCK

Terms: PROGRESS PAYMENTS

Quote Expires: 08/18/2014

LINE#	FE PART ID	FE PART DESCRIPTION	QTY	UNIT PRICE	AMOUNT
1)	793-04004-0122		1.00	\$19,863.00	\$19,863.00
	FLUID ENGIN	NEERING ELIMINATOR AUTOMATIC SELF-CLEANING STRAINER			
	4" - 793 SERI	IES SELF CLEANING AUTOMATIC STRAINER PER DRAWING QT20533			
		T: 4" - 150# R.F. FLANGES CONNECTION: 1" - N.P.T. CONNECTION			
	DRAIN: 1" - N	I.P.T. CONNECTION			
		T: 1/4" - N.P.T. CONNECTION RIAL: FABRICATED 316L STAINLESS STEEL			

BACKWASH ASSEMBLY: 316SS/316LSS POLYURETHANE PORT SHOE WITH BRUSH

DESIGN: 150 PSI @ 150°F

CODE: TO BE DESIGNED AND BUILT GENERALLY IN ACCORDANCE WITH ASME

SECTION VII DIV. 1 BUT NO "U" STAMP FINSIH: POLISHED OR GLASS BEADED

2) 256793040324722	1.00	\$0.00	\$0.00
STRAINING ELEMENT (INCLUDED WITH STRAINER) SLOTTED REVERSE-ROLLED WEDGE WIRE SLOT SIZE: (.032") MATERIAL: 316L STAINLESS STEEL			
3) 949-10-3545 ELECTRIC DRIVE MOTOR (INCLUDED WITH STRAINER)	1.00	\$0.00	\$0.00
HORSE POWER: 1/4HP RATING: 460V			

CONTROL PANEL (INCLUDED WITH STRAINER) VOLTAGE: 460V

NEMA RATING: NEMA 4 ENCLOSURE



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LINE#	FE PART ID	FE PART DESCRIPTION	QTY	UNIT PRICE	AMOUNT
5)	883-10-7729-100		1.00	\$0.00	\$0.00
		/ALVE (INCLUDED WITH STRAINER) N.P.T. CONNECTIONS AST 316 (SS)			
6)	881-10-1412-020 DIFFERENTIA TYPE: SINGL MATERIAL: E		1.00	\$0.00	\$0.00
7)	020-4321		1.00	\$0.00	\$0.00

D.P. PIPING ASSEMBLY COMPLETE WITH TUBING, FITTINGS, (2) PRESSURE GAUGES AND MOUNTED ON STRAINER. (INCLUDED WITH STRAINER)

\$19,863.00



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LINE# FE PART ID FE PART DESCRIPTION

QTY UNIT PRICE AMOUNT

TERMS AND CONDITIONS OF PROPOSAL

-VALIDITY: PRICES QUOTED SHALL REMAIN FIRM FOR 30 DAYS FROM DATE OF QUOTE

-DRAWINGS FOR APPROVAL: IF REQUIRED, 1 TO 2 WEEKS AFTER RECIEPT OF ORDER

-SHIPMENT: APPROXIMATELY 10 TO 12 WEEKS AFTER DRAWING APPROVAL (SUBJECT TO CURRENT SHOP LOAD)

-PAYMENT TERMS: SEE PROGRESS PAYMENT SCHEDULE BELOW (SUBJECT TO CREDIT APPROVAL)

-SHIPPING TERMS: FOB FACTORY ERIE, PA (LOADED)

-SALES AND USE TAX EXEMPTION:

IF APPLICABLE, A SALES AND USE TAX EXEMPTION CERTIFICATE FOR ALL LOCAL, COUNTY, AND STATE REGULATIONS MUST ACCOMPANY A PURCHASE ORDER FOR THE PRODUCTS LISTED IN THIS QUOTATION. IF THERE IS ANY CHANGE TO THE EXEMPTION STATUS OR A MISCALCULATION OF TAXES DUE, IT IS THE RESPONSIBILITY OF THE BUYER TO CONTACT TM INDUSTRIAL SUPPLY, INC (FLUID ENGINEERING). ANY MISREPRESENTATION OF EXEMPTION STATUS MAY INCLUDE SALES TAX BEING OWED TO SURROUNDING GOVERNMENT AGENCIES AND IS NOT THE RESPONSIBILITY OF TM INDUSTRIAL SUPPLY OR ITS SUBSIDIARIES.

-DESTINATION CONTROL:

THESE COMMODITIES, TECHNOLOGY, OR SOFTWARE ARE OFFERED FOR SALE AND SHIPMENT FROM THE UNITED STATES IN ACCORDANCE WITH U.S. EXPORT ADMINISTRATION REGULATIONS. DIVERSION CONTRARY TO U.S. LAW IS PROHIBITED.

UNLESS OTHERWISE STATED IN THIS QUOTATION, TM INDUSTRIAL SUPPLY, INC.'S STANDARD TERMS AND CONDITIONS OF SALE (TM-GCOS-3) CONTROL

MILESTONE SCHEDULE

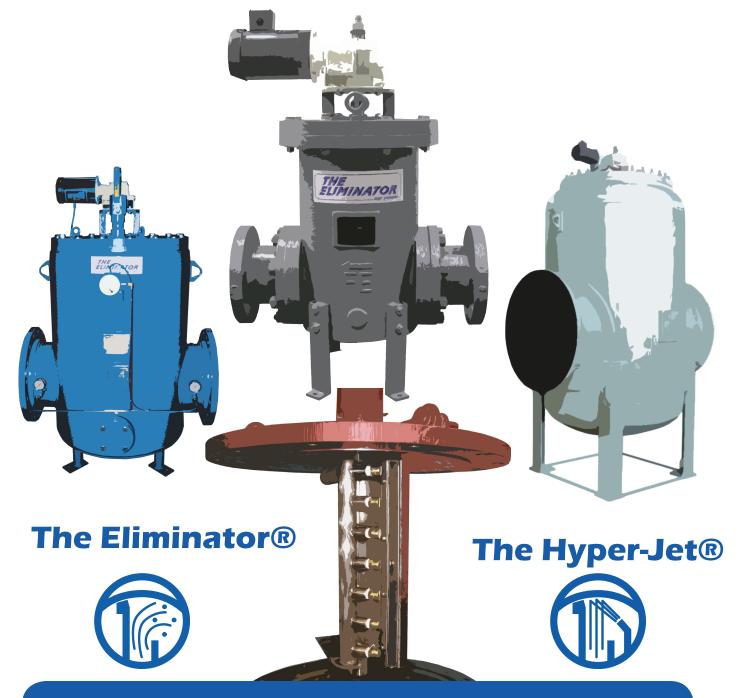
- 25% of contract value upon drawing approval and equipment release to production. Net 10 Days from Invoice Date.
- 25% of contract value at time of shipment. Net 10 Days from Invoice Date.
- Balance due Net 30 Days from Invoice Date. (Subject to Credit Approval)



A Division of TM Industrial Supply, Inc. * An Employee-Owned Company

1432 Walnut Street Erie, PA 16502-1746 USA Phone (814) 453-5014 Fax (814) 452-6573 Email: sales@fluideng.com Web: www.fluideng.com

Automatic Self-Cleaning Strainer/Filter Systems



"Engineered Products for Demanding Applications, Performance, and Service"



The Eliminator® Model 723/723T/753/793

The Eliminators®, motorized, automatic, selfcleaning strainers by Fluid Engineering, provide continuous debris removal from fluid piping systems that demand full time uninterrupted flow.

The Eliminators® are particularly effective in fluid applications where unattended service, high solids loading and/or uninterrupted flow requirements deem a basket strainer and its attendant maintenance problems impractical.

Any of the Fluid Engineering 700 Series Strainers, applied correctly, will prove efficient and cost effective compared to simplex/duplex strainers or other automatic straining systems.



PROVEN FEATURES INCLUDE

- Patented rugged screen and mechanical assist backwash mechanism extends useful service life.
- Unique clog-resistant straining element reduces maintenance downtime.
- Unique adjustable accelerator plate aids cleaning in difficult applications.
- All internal replacement parts supplied in corrosion resistant material.
- Efficient proven design reduces maintenance requirements; requires fewer parts.
- Flats for manual operation in case of power failure
- Low rpm backwash mechanism provides more efficient cleaning, less wear of internals.

APPLICATION

The Eliminator's® patented unique strainer element design permits installation in virtually any piping system operating at a positive pressure.

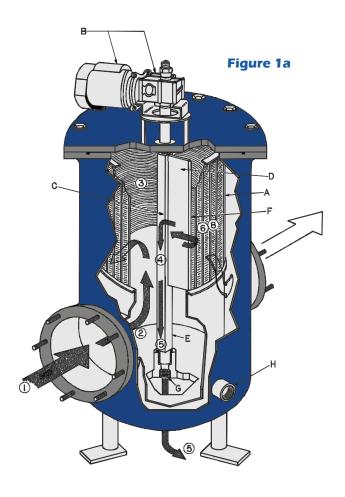
The Eliminators® can operate through a wide range of operating pressures (10 psig minimum) and solids loading with effective debris removal and backwashing across the entire pressure range. Additionally, only one drain/backwash connection is required for installation effectively eliminating the expense of a separate backwash connection.

Strainers are used to protect equipment such as valves, pumps, meters, heat exchangers, or spray nozzles, as well as in feed water and process water applications or virtually any similar application.

The Eliminator® 700 Series Automatic Self-Cleaning Strainers are fabricated in pipe sizes ranging from 1" to 48" to suit most application requirements.

How the 700 Series Eliminator® works





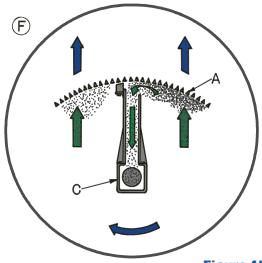
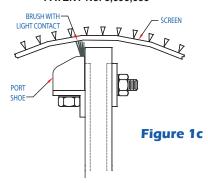


Figure 1b

BRUSH ATTACHMENT PATENT No. 5,595,655



- 1. Debris laden fluid enters through inlet to inner chamber (Figure 1a).
- 2. Dirty fluid flows upward to the strainer element (A).
- Debris is retained on the flat face of the strainer element, while stained fluid continues to outer chamber and exits through strainer outlet (See Figure 1a).
- During backwash or cleaning cycle, the motor/ gear reducer (B) is engaged and drives the hollow drive shaft (C) and hollow port (D) around the inner circumference of the strainer element.
- 5. The backwash assembly C, D, and E are opened to atmospheric pressure by opening the backwash control valve (not shown).
- 6. Flow reversal occurs at the port/straining element (F) interface because of the pressure differential described in 5 (See Figure 1b).

- Debris is effectively vacuumed from the full length of the straining element by a vigorous reverse fluid flow and into the hollow port; down the hollow drive shaft and out the backwash outlet (G).
- 8. The hollow port continues to sweep the full length of the strainer element until the cleaning cycle has ended.
- A brush molded to the port shoe facilitates debris removal on the straining element (See Figure 1c). A non-brush port shoe is available as an option.
- The strainer will provide continuous uninterrupted fluid flow during the cleaning operation.
- 11. The cleaning cycle can be set for continuous or intermittent backwash.

U.S. Patent No. 4,818,402 Canadian Patent No. 1,314,235



The Hyper-Jet® Model 721/751

The Hyper-Jet® is Fluid Engineering's additional line of motorized, automatic self-cleaning strainers. On fluid piping systems, which demand added cleaning abilities due to application requirements, the Hyper-Jet® provides continuous uninterrupted debris removal.

The Hyper-Jet® is very effective in system applications where operating pressure is low (under 5 psig) or where the system debris has particularly difficult removal characteristics. Fluid Engineering's 721/751 Series strainer provides unattended service with the addition of external backwash fluid that enhances the self-cleaning attribute over other automatic strainers.

APPLICATION

The Hyper-Jet's® unique patented backwash system coupled with Fluid Engineering's strainer element design permits installation in a broader range of system applications. This scope of operations includes from relatively low pressure to very high pressure and from withdrawing coarse, easily removed debris to fine, sticky debris.

In a low pressure mode (such as on the suction side of a pumping system), the Hyper-Jet® system is mounted on the leading edge of the strainer backwash arm (Fig. 2). External fluid is directed at an incident angle over the inside surface of the straining element through the high-pressure nozzle assembly. The high velocity of this spray assists the cleaning of the wedge-wire straining element. External source pressure must be a minimum of 30 psi over system operating pressure.

Hyper-Jet® strainers are used to protect equipment such as pumps, motors, heat exchangers, or spray nozzles, as well as process applications such as cooling towers or virtually any similar application.

The Series 721/751 Hyper-Jet® Self-Cleaning Strainers are fabricated in pipe sizes ranging from 1" to 36" to suit most application requirements. The Hyper-Jet® System can also easily and economically be field installed in any Fluid Engineering Self-Cleaning Strainer (6" size and larger) in service as a retrofit installation.

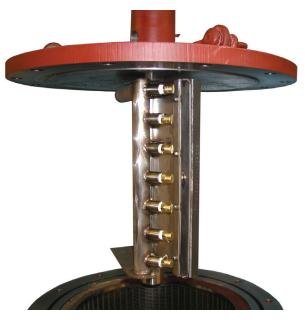


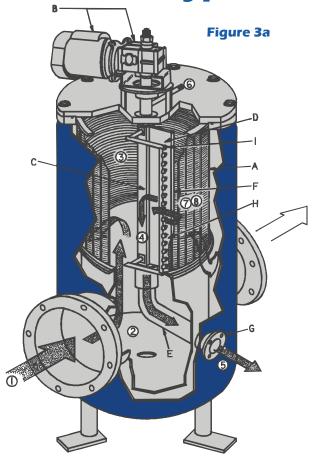
Figure 2 - The Innovative Internals of the Hyper-Jet®

PROVEN FEATURES INCLUDE

- A unique patented spray assisted/ mechanical backwash mechanism for extended service life
- A clog-resistant straining element (wedgewire configuration) to reduce maintenance downtime and operator assisted attention.
- All internal replacement parts supplied in corrosion resistant materials (special material available on request).
- An efficient, effective cleaning mechanism which reduces annual maintenance, requiring fewer parts.
- A low rpm backwash cycle provides more efficient cleaning, less wear (no contact between rotating parts) and longer duty cycle on motors and speed reducers.
- Any existing Eliminator® (6" and up) can be converted to the Hyper-Jet®.

How the 700 Series Hyper-Jet® Works





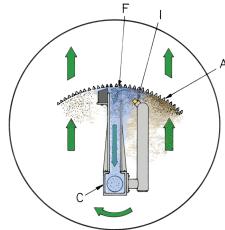
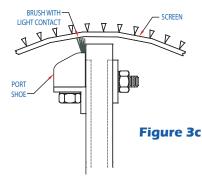


Figure 3b

BRUSH ATTACHMENT PATENT No. 5,595,655



- 1. Debris laden fluid enters through inlet to inner chamber (Figure 3a).
- 2. Dirty fluid flows upward to the strainer element (A).
- Debris is retained on the flat face of the strainer element, while strained fluid continues to outer chamber and exits through strainer outlet (See Figure 3a).
- During backwash or cleaning cycle, the motor/ gear reducer (B) is engaged and drives the hollow drive shaft (C) and hollow port (D) around the inner circumference of the strainer element.
- The backwash assembly (C), (D), and (E) are opened to atmospheric pressure by opening the backwash control valve (Not shown).
- The external source of fluid is introduced by opening the control valve (Not shown) connecting the spray nozzles (J) at the leading edge (F) of the backwash assembly.

- 7. A "Jet" spray action occurs at the straining element inside surface (See Figure 3b) in addition to the flow reversal at the port/straining element inter-face (H).
- 8. Debris is effectively removed from the full length of the straining element by a vigorous Hyper-Jet® fluid flow into the hollow port; down the hollow drive shaft and out the backwash outlet (G).
- 9. A brush molded to the port shoe facilitates debris removal on the straining element (See Figure 3c). A non-brush port shoe is available as an option.
- The hollow port continues to sweep the strainer element until the cleaning cycle has ended.
- 11. The strainer will provide continuous uninterrupted fluid flow during the cleaning operation.
- The cleaning cycle can be set for continuous or intermittent backwash.

US Patent No. 5,152,891

Straining Element

The Eliminator® features a revolutionary reverse rolled wedge-wire straining element (Figure. 4) that is extremely rugged and more clog resistant than conventional strainer elements that use perforated plate or wire mesh screens.

This proven state-of-the-art straining media is fabricated by wrapping vertical rods with wedge shaped profile wire. Each intersection of rod and wire is welded to produce an extremely rugged one-piece element. This forms a continuous slot that allows only two-point contact with debris particles to reduce clogging.

The wedge shaped profile wire reduces the possibility of retaining debris smaller than the screen opening which historically has been the cause of premature clogging or failure of competitive screen designs.

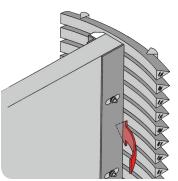


Figure 4 - Wedge Wire Straining Element Cross-Section with Adjustable Accelerator Plate

ADVANTAGES OF WEDGE WIRE STRAINING ELEMENT

- Maximum effective flow area and maximum operating efficiency are maintained throughout service life.
- Maintenance costs are reduced drastically due to reduced clogging and stapling of fibrous material.
- Long-lived straining element provides reduced operating costs over entire service life.
- Rigid element prevents flexing which can cause premature element failure.
- Efficient, effective debris collection at media/screen interface.

STANDARD SCREEN MATERIALS

- · 304 Stainless Steel
- 316L Stainless Steel
- Monel
- Other materials available upon request

Figure 5 - Wedge Wire Straining Elements



Figure 6 -Optional Perforated Straining Element



Slot Opening (inches)	Fraction Equivalent (inches) (mm)	Mesh Equivalent	Micron Equivalent	% Open Area
		Standard		
0.003	(80.0)	200	76	9
0.006	(0.15)	100	152	16.5
0.010	(0.25)	50	254	17.5
0.015	1/64 (0.4)	40	381	24
0.020	(0.5)	35	508	30
0.032	1/32 (0.8)	20	813	40
0.062	1/16 (1.6)	10	1575	51
0.125	1/8 (3.2)	6	3175	67
0.187	3/16 (4.8)	4	4750	72
0.250	1/4 (6.4)	3	6350	78
	Other slot openi	ngs are availab	le upon request	

STRAINING ELEMENT SELECTION

The 700 Series Straining Element (Fig. 5 & 6) is an extremely rugged, single-piece unit available in a variety of standard and custom openings and materials.

Screen opening should be selected based on the amount of protection necessary and not on the smallest opening available. By specifying a smaller opening than needed, more debris will be retained and will subsequently result in longer cleaning durations and increased backwash fluid loss. Also, smaller than necessary screen openings will reduce open screen area and increase pressure loss.

The screen opening should be sized approximately one third (1/3) to one half (1/2) the largest size particle that can safely pass downstream. Example: A strainer protecting spray nozzles with a 1/16" orifice should be supplied with a 1/32" screen opening.

Typical Strainer Specifications

The strainer shall be Series 723/793 Self-Cleaning, motorized type, as designed and manufactured by Fluid Engineering, Erie, PA.

The body and cover shall be fabricated (carbon steel) designed, manufactured and tested generally to ASME Section VIII standards, using qualified ASME Section IX welders.

Housing to be suitable for a design pressure of 150 psig. Inlet and outlet connections shall be flanged and conform to ANSI B16.5 standards. The strainer shall have a single backwash connection and drain blowoff connection. Strainer to be complete with factory supplied steel support legs for bolting to concrete or steel base.

Strainer shall be ____ size capable of handling ____ gpm of fluid at a ____ psig pressure loss with clean straining element.

The straining element will be manufactured from corrosion resistant (304 stainless steel) reverse rolled slotted wedge wire screen designed with _____inch openings. The wide or flat cross section of the wedge wire shall face the direction of flow providing for a continuous smooth flat surface to trap debris. The straining media shall be free of pockets, tubes, collector bars, etc. that accumulate and trap debris permanently.

All internal parts will be corrosion resistant (stainless steel). The strainer shall be provided with drive shaft and hollow port assembly fitted with all necessary bearings and seals.

The drive arm and hollow port assembly including

the adjustable accelerator plate will be free running at a maximum speed of two (2) rpm and will not contact the screen surface. Port assembly shall be factory and field adjustable for positive effective cleaning and shear capability.

NOTE: Sizes 1" thru 16" have (1) backwash hollow port. Sizes 18" and up will have (2) backwash hollow ports.

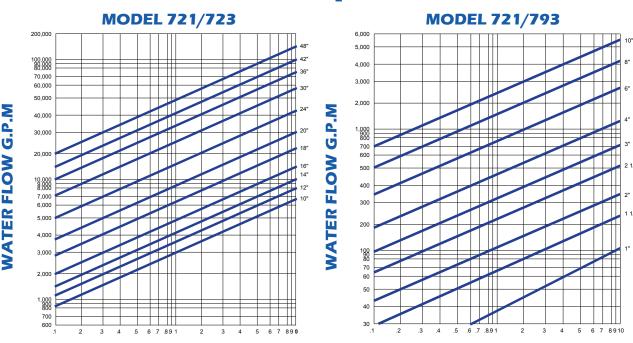
Drive shaft will be supported at the top with roller bearings located in a double reduction gear reducer and at the bottom with a water lubricated guide bearing.

The gear reducer shall be driven by a ____hp, ____V, ___Ph, 50/60 Hz, TEFC motor.

STRAINER OPTIONS AVAILABLE

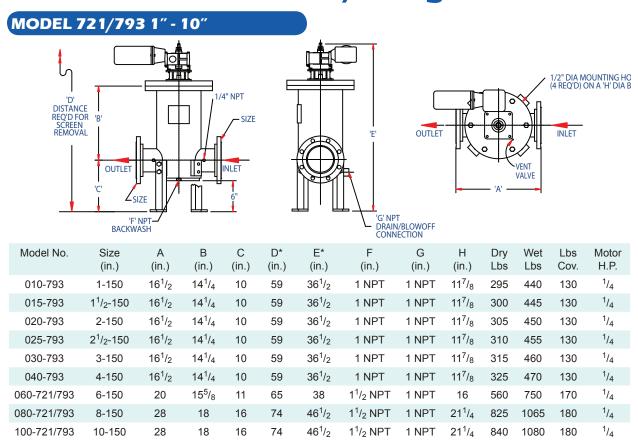
- Cover Lift: Assemblies:Recommended for remote locations.
- ASME: ASME Section VIII, Division 1. 10 CFR 50 Appendix B. ASME Section II, Class 3.
- Materials of Construction: Consult factory for stainless steel, copper nickel, monel, or other requirements.
- Control Package: Control Panel, Backwash Valve with electric operator, single element differential pressure switch.
- Design: High-pressure applications, please consult the factory.
- Hyper-Jet: Low pressure and special applications.
- Skid packages: All equipment desired, including strainers, valves, controls, wiring, piping, and skids may be combined as a complete, custom package. Size of the project has no limitation.

Pressure Drops Charts

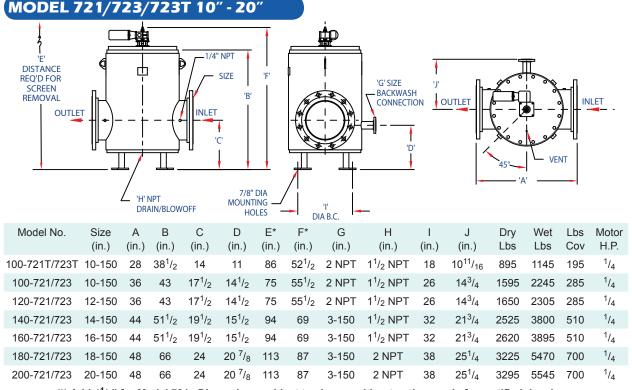


PRESSURE DROP P.S.I. WITH 1/32" OR LARGER SCREEN OPENING

Specifications Dimensions/Weight



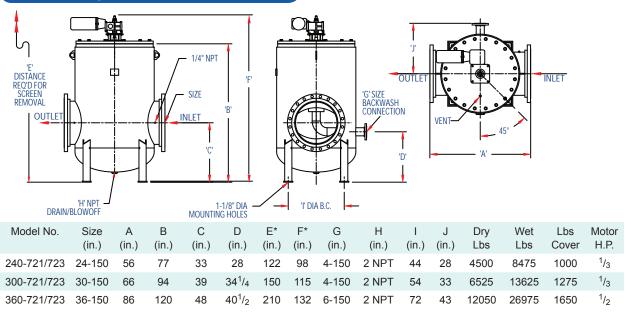
(*) Add 5¹/₄" for Model 721. Threaded (NPT) Inlet/Outlet Connections are available. Weights are approximate.



(*) Add 4¹/₂" for Model 721. Dimensions subject to change without notice, apply for certified drawings. Weights are approximate.

Specifications Dimensions/Weight

MODEL 721/723 24" - 36"



^(*) Add 7" for Model 721. Larger sizes available upon request. Dimensions subject to change without notice, apply for certified drawings. Weights are approximate.

SERIES 721/751 SELF-CLEANING STRAINER TYPICAL EXTERNAL SOURCE REQUIREMENT

Strainer Size	1", 1 ¹ /2", 2", or 3"	4"	6"	8"	10/12"	14/16"	18/20"	24"	30"	36"
External Source GPM	10-15	10-15	10-15	10-15	25-35	40-50	50-60	60-70	85-95	115-125
External Line Size	3/4"	3/4"	3/4"	1"	1"	1"	1 ¹ /4"	1 ¹ / ₂ "	1 ¹ / ₂ "	2"
Backwash Linesize	1"	1"	1 ¹ / ₂ "	1 ¹ / ₂ "	2"	3"	3"	4"	4"	6"
Backwash Flow in GPM (Gal. Per Minute)	8-12	15-20	30-40	60-75	110-150	170-210	250-310	400-490	550-700	750-900

TYPICAL BACKWASH FLOW REQUIREMENT

	SERIE	S 753/793 : STRAINEI	SELF-CLE <i>A</i> R (1" – 8")	NING	SERIE	S 723/723T	SELF-CLEA	ANING STR	AINER (10'	' – 36")
Strainer Size	1"/1 ¹ / ₂ " 2" or 3"	4"	6"	8"	10/12"	14/16"	18/20"	24"	30"	36"
Backwash Linesize	1"	1"	1 ¹ / ₂ "	1 ¹ / ₂ "	2"	3"	3"	4"	4"	6"
Backwash Flow in GPM (Gal. Per Minute)	8-12	15-20	30-40	60-75	110-150	170-210	250-310	400-490	550-700	750-900

Series 751/753 Cast Self-Cleaning Strainer

G.P.M

FLOW

ENGINEERED FOR EXCELLENCE

Fluid Engineering had this in mind when we designed our Series 750/753 Cast Self-Cleaning Strainers (Fig. 7). The priority to make quality and economy inherent in the Series 750/753 was Fluid Engineering's obligation to meet our customer's growing needs.

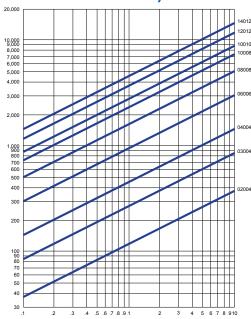


Figure 7

QUALITY

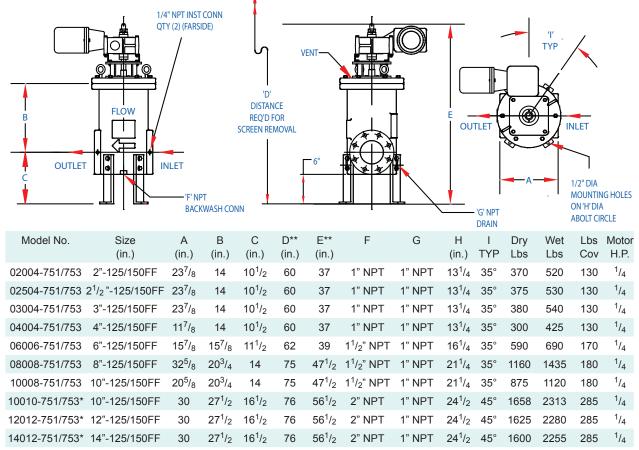
Fluid Engineering Strainers have always been meticulously manufactured with quality in mind. The Fluid Engineering Series 750/753 Cast Self-Cleaning Strainers will continue that important tradition of providing consistent and trouble-free service. They are designed and constructed to be in compliance with ANSI and ASME Section VIII, Division 1.

MODEL 751/753



PRESSURE DROP P.S.I. WITH 1/32" OR LARGER
SCREEN OPENING

MODEL 751/753 CAST IRON



(*) Bolt holes for footpad on 45° TYP. (**) Add 5¹/₄" for Model 751.

Dimensions subject to change without notice, apply for certified drawings. Weights are approximate.

The Sequence Controller





DESIGN AND CONSTRUCTION

The Fluid Engineering's Sequence Controller is designed with the Customers' specific requirements in mind. The Sequence Controller provides an automatic, effective backwashing cycle with a minimum loss of water.

The Fluid Engineering Sequence Controllers are constructed with state-of-the-art industrial type components, which permits replacing individual components without having to replace an entire circuit board. The industrial type components are more durable and reliable and adjustments can be made with ease (Fig. 8).

MODES OF OPERATION

There are basically two modes of operation – intermittent and continuous. By turning the selector switch, the mode of operation can be selected.

AUTOMATIC INTERMITTENT POSITION

With the selector switch in the "Auto" position, the drive motor will start and the backwash valve opens as determined by the adjustable cycle timer or by the differential pressure switch.

The differential pressure switch is normally factory set at $1 - 1\frac{1}{2}$ psig over the anticipated clean pressure drop. Should a high differential pressure occur during the timed off period, the differential pressure switch will override the cycle timer and start or continue to backwash until the differential pressure is satisfied.

After the differential pressure has been satisfied, the strainer will continue to backwash for an additional 60 seconds (time delay relay).

The Fluid Engineering Automatic Self-Cleaning Strainer would start a backwash cycle based on the timed sequence selected on the adjustable cycle timer. The timed sequence should be determined by each installation and the conditions experienced. The adjustable cycle timer can be programmed from 15 minutes to a 10-hour cycle (off) and for 1 to 10 minutes duration (on). Adjustments can be made as conditions warrant them. The default factory settings for timers are 2 hours OFF and 2 minutes ON.

CONTINUOUS OPERATION

The selector switch is adjusted to "Manual" thus permitting the continuous mode. In the continuous mode, the Fluid Engineering Automatic Self-Cleaning Strainer will be backwashing continuously with the backwash valve open and the drive motor running. This mode of operation may be necessary if the installation experiences high solid loadings.

In either mode of operation, the backwash assembly is specifically designed to rotate at 2 RPM to allow for effective backwashing in less time, thus decreasing the amount of backwash water lost.

CONTROL PACKAGE

The Fluid Engineering Sequence Controller Control Package consists of:

- · Control Panel with Nema 4 Enclosure
- Backwash Valve with Electric Operator
- Single Element Differential Pressure Switch

STANDARD FEATURES

- Enclosure Nema 4
- · Adjustable Cycle Timer
- Off-Delay Timer
- Motor Starters with Auxiliary contact and overload relay
- Selector Switch
- · Indicating Lights
- Fuses
- Terminal Block

OPTIONS

- 110 V, 230 V, 380 V, 460 V, 575 V
- 50 or 60 hertz
- Dual element differential pressure switch
- Nema 4X (fiberglass or stainless steel), Nema 7 or 9 (explosion proof), Nema 12, Nema 3 enclosures
- Circuit breakers, disconnect switch, transformer
- Reset buttons
- Alarms
- PLC interface and/or pump interlock
- Extra contact and relays



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1432 Walnut Street Erie, PA 16502-1746 USA Phone (814) 453-5014 Fax (814) 452-6573 Email: sales@fluideng.com Web: www.fluideng.com

Various Photos





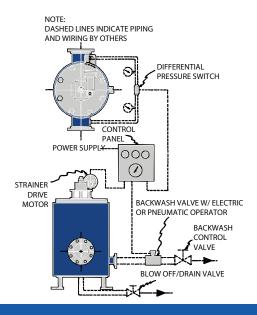


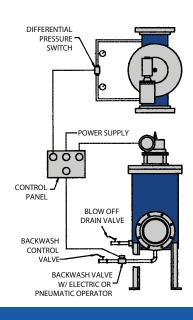


Typical Piping Layout

721/723 SERIES

793 SERIES





MAY 2011

"Engineered Products for Demanding Applications, Performance, and Service"



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

Prepared By: Fairin Perez, Parks & Recreation Manager

Submitted By: Rick Howard, General Manager

Agenda Title

Adoption of Resolution No. 2014-18 establishing a Town of Discovery Bay Volunteer Policy

Recommended Action

Adopt Resolution No. 2014-18 establishing a Volunteer Policy (and program) in the Town of Discovery Bay

Executive Summary

The Town of Discovery Bay Community Services District Board of Directors (Board) has previously discussed the possibility and desire to initiate a volunteer program for minors and adults. The volunteer program is aimed at augmenting District full-time and part-time staff in activities that benefit the Town.

The attached Volunteer Policy provides a framework and process to guide in the recruitment and management of volunteers and establishes rules and regulation, as well as guidelines for both staff and volunteers. The Policy (and associated Handbook, attached) is intended to provide meaningful benefit to both volunteers and the Town.

Fiscal Impact: - None
Amount Requested

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

Prog/Fund # Category:

Previous Relevant Board Actions for This Item

None

Attachments

Volunteer Policy Volunteer Handbook Resolution 2014-18

AGENDA ITEM: G-1

Town of Discovery Bay					
Program Area: All	Policy Name: Volunteer Policy	Policy Number: 020			
Date Established: September 3, 2014	Date Amended: N/A	Resolution: 2014-18			

POLICY STATEMENT

The Town of Discovery Bay Community Services District supports and encourages the use of volunteers when and where it is feasible and appropriate. Volunteers do not replace District staff; rather volunteers should complement and supplement District staff efforts. This policy provides a framework and process to guide in the recruitment and management of volunteers and provides guidelines for staff to work with volunteers in the completion of approved meaningful projects, programs or events in a manner that enhances quality services for the benefit of the public. It outlines a procedural structure that adjusts to the different types of volunteer activities and level of volunteer commitment. Management within each District department must determine the need for and use of volunteers consistent with this policy

VOLUNTEER APPLICATION AND AGREEMENT

Each new volunteer must fill out the appropriate volunteer application and/or agreement. The volunteer applicant must also meet appropriate fingerprinting and TB test requirements, as necessary.

The District reserves the right to accept or reject an individual or group's offer to volunteer as well as determine the appropriate assignment.

VOLUNTEER QUALIFICATIONS

1. Age. Volunteers under the age of 13 must be accompanied by a parent or legal guardian during their service for the District. Alternatively, if approved by the parent or legal guardian, an authorized adult representative or supervisor of the educational or vocational organization may supervise volunteers below 13 years of age, provided that the organization has signed an agreement with District taking responsibility for the volunteers. All volunteers, both adults and persons under the age of 18, must sign and date, or have their parent or legal guardian sign and date, the Volunteer Application and/or Agreements. Volunteers under the age of 18 will only perform volunteer services during non-school hours.

2. Fingerprinting and Background Check

- a. Consistent with California Public Resources Code Section 5164, the District will fingerprint any volunteer who may be assigned to a project or program in a position having supervisory or disciplinary authority over any minor, in order to screen for any and all criminal convictions as spelled out in the above referenced section before they can begin delivering the service.
- b. Furthermore, the District reserves the right to conduct reference checks in order to improve safe and appropriate assignment of volunteers.
- c. The District will follow appropriate District policy for record and file keeping guidelines to ensure the privacy of volunteers' sensitive information including but not limited to background checks, medical records, or other.
- d. The District will cover the costs of fingerprinting and background checks for volunteers.

3. Requirement for TB Testing

- a. The District extends the State requirement for TB testing to volunteers. TB testing requirement will be conducted consistent with the California Public Resources Code **5163**, **which states the following:** (a) No person shall initially be employed in connection with a park, playground, recreational center, or beach used for recreational purposes by a city or county in a position requiring contact with children, or as a food concessionaire or other licensed concessionaire in that area, unless the person produces or has on file with city or county a certificate showing that within the last two years the person has been examined and has been found to be free of communicable tuberculosis.
- b. <u>For persons with a positive TB skin test reading</u>, a physician's medical clearance must by obtained prior to services being provided as specified above. The District shall keep on file each "Certificate" of clearance for the person described above. "Certificate" means a document signed by a licensed examining physician or surgeon, or a notice from a public health agency or unit of the tuberculosis association which indicates freedom from active tuberculosis.

DETERMINING AND APPROVAL – USE OF VOLUNTEERS

Once a department has determined a need for the use of volunteer services, the Department Manager must submit the Volunteer Assignment Description form detailing the tasks to be performed, number of hours requested and proposed schedule, necessary skills, required training to be provided and the anticipated duration of the project. Completed forms will be reviewed for approval by the General Manager before a volunteer assignment can be filled.

ASSIGNMENT OF VOLUNTEERS

Upon approval of a volunteer assignment, the Department Manager may recruit for the opening. Volunteers shall be recruited, placed and managed without regard to race, religion, color, ancestry, gender, sexual orientation, age, creed, national origin, ethnicity, or physical disability. Volunteers must be physically able to perform the activity which he or she has agreed to accomplish. The District reserves the right to determine the volunteers' ability to perform an identified activity or project.

The Department Manager shall be responsible for ensuring that all training is completed and that the Volunteer Handbook has been read and understood, prior to allowing the volunteer to work unsupervised.

DISTRICT EMPLOYEES AS VOLUNTEERS

The Federal Labor Standards Act prohibits District employees from volunteering to do the same activities that they are normally paid to perform. District staff may, fee of coercion, volunteer to carry out activities not significantly related to their paid positions and may do so only outside of their usual paid hours.

USE OF TOOLS OR VEHICLES

Subject to approval by Department Manager, volunteers may use office equipment, recreation equipment and supplies, unpowered hand tools provided by staff and, with proper training and permission, some power equipment in the completion of the designated project or service. Department Managers are responsible for ensuring proper training and/or certification prior to a volunteer's use of equipment described above. No volunteer under the age of 18 shall be permitted to use power equipment requiring additional training.

Volunteers are prohibited from using District vehicles. Volunteers using their own vehicles in the course of District business must first be pre-approved by the General Manager and shall submit verification of automobile insurance coverage. The District may conduct a Department of Motor Vehicles check for volunteers who are requested to drive as part of their volunteer work.

WORKERS COMPENSATION

All volunteers must have signed and dated the appropriate volunteer application or agreement in order to establish their coverage under the District's Workers Compensation program for injuries that occur while the volunteer is providing the service. All volunteers shall immediately report all injuries or incidents to District staff.

TOWN OF DISCOVERY BAY CSD VOLUNTEER HANDBOOK



District Offices 1800 Willow Lake Road Discovery Bay, CA 94505

Community Center 1601 Discovery Bay Blvd. Discovery Bay, CA 94505

Ph. (925) 634-1131

September 3, 2014

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OVERVIEW

Welcome to the Town of Discovery Bay Community Services Districts volunteer program. We are pleased to have you as a member or our team. Our District staff strives to provide excellence in the services offered to residents of the community. We hope your volunteer experience will be rewarding for your. Our staff appreciates the time you're taking to assist us. The Districts volunteer policy is designed to coordinate and manage volunteer efforts, which support the Districts services provided to the community. The policy addresses community service needs, while placing special emphasis on the Districts priorities.

This handbook is intended to help provide a general overview of the Districts volunteer program and provide information necessary to help make your time spent volunteering for the Town of Discovery Bay a positive experience. The District is committed to encouraging community participation and the coordination of volunteers to enhance community programs and services.

We are always trying to improve the program; suggestions are welcome. If you have additional questions of comments, contact the Recreation Programs Coordinator at (925) 392-4571 or talk to your supervisor.

MISSION. VALUES AND GOALS

These ideals serve as an important guide as to how the Town of Discovery Bay Community Services District (District) conducts its day-to-day Business and interacts with the public.

Mission

Provide effective and fiscally responsible municipal services in a manner which promotes a high standard of community life with a focus on the environment and the Delta in partnership with the community.

Vision

Full service and sustainable community. Grow in harmony with the environment and the Delta. Ensure assets and facilities are maintained, serviceable, and in compliance with all regulatory laws, regulations and rules. Promote practices that provide enhance and sustainable life now and for future generations.

Goals

Responsible management of public funds. Preservation of our neighborhoods, and our natural resources. Provide timely, effective and transparent communications between government and our citizens. Continually improve the quality of our services. Promote and protect the environment. Take pride in community assets. Provide leadership while considering all points of view, to ultimately set policy and make decisions based on what is in the best interest of the entire community. Recognize pioneers of the community.

Values

Innovation Accountability Respect Integrity Professionalism

APPLICATION PROCESS

Selection Process

All volunteers, except where noted, must submit an application. A job description shall be provided to the candidate selected.

Eligibility

All applicants must complete an application, except where stated. Applicants under the age of 18 are required to complete the Volunteer applicator for minors. Applicants between the ages of 13 and 17 must include a parent or guardian's signature. Applicants under the age of 13 must have a parent/guardian's signature and the parent/guardian must be present and provide supervision during the volunteer work assignment.

Background Check

Per the Town of Discovery Bay CSD's Policy No. 020 and consistent with California Public Resources Code Section 5164, volunteers may be required to complete a background check prior to working in volunteers positions. The District will cover the cost of the background check. When required, applicants may not begin work prior to obtaining clearance.

Medical Screening

The District extends the State requirement (California Public Resources Code 5163) for TB testing to volunteers. Most, but not all, volunteer positions will meet the criteria listed in the State Code above. When required, applicants may not begin work prior to obtaining clearance from a medical physician.

Training

Volunteers will be provided with appropriate training at the work site. Volunteers are not expected to any assignment for which they have not received training.

Program Placement

Each program or assignment has various requirements and needs and some programs and activities require special certifications or training. Volunteers are selected based on program needs and the volunteer's assignment request along with his or her individual qualifications.

VOLUNTEER EXPECTATIONS & SCHEDULES

The success of a good volunteer program rests with the quality and commitment of its volunteers. Please give strong consideration to the following expectations:

- 1. Keep your work commitment.
- **2.** Inform your supervisor if you have a planned absence.
- Accept training and participate in other job development activities.
- **4.** Adhere to all confidentiality requirements in the course of carrying out duties and responsibilities.
- **5.** Treat others with respect.
- **6.** Be aware of procedures and rules, including safety rules.
- Report all accidents and injuries to your supervisor immediately.
- **8.** Report any unsafe practices or procedures to your supervisor.
- Cooperate and assist in the investigation of any accidents or injuries.
- Follow personal hygiene and grooming habits, as well as manner of dress that allow you to safely complete volunteer duties.
- Obtain and wear/use any specialized safety clothing or equipment.

Be cooperative by accepting instructions, guidance, and suggestions.

Volunteer Hours

Work schedules of volunteers are diverse and varied depending on the department, program and or location. If a volunteer cannot make it to his or her assignment on a scheduled day, the volunteer should notify his or her supervisor as soon as possible.

The District requires that volunteer hours be recorded and included in a report the Finance Manager. Volunteers will be asked to record their service hours.

Volunteer Positions

Volunteer opportunities with the Town of Discovery Bay include, but are not limited to:

Community Center Volunteers

Duties include answering the telephone, greeting visitors, providing information about the center, and programs. Volunteers may also provide clerical support such as: filing, keyboarding, facilitating mailings, updating center bulletin boards and other miscellaneous tasks as assigned.

Parks & Landscape Volunteers

Duties include picking up litter, planting trees/flowers, Painting signs or buildings, light maintenance of buildings, fences or park equipment. And other miscellaneous tasks as assigned.

Special Events Volunteers

Duties include taking registrations; provide support to Town staff with projects. Lead games or projects for participants, and other tasks as assigned.

Recreation Volunteers

Duties include provide support to District staff and assist with the implementation of the program activities in a safe environment, and to encourage participants to be successful and enjoy the activities.

-- END OF SECTION --

POLICIES AND PROCEDURES

Attendance

Volunteers are expected to always be prompt and on time in reporting for their assignments. Being late may inconvenience those who are counting on your presence. If unforeseen circumstances make you late, please notify your supervisor in advance. For those times when you are ill and unable to volunteer, call your supervisor as early in the day as possible. Failure to appear for a shift without notifying your department may result in your dismissal from the volunteer program.

Computer Usage

The District computers are to be used only for the purpose of conducting Districts business. The District complies with all copyright laws for software programs installed and used on District owned computers. Volunteers are expected to adhere to the Districts policy, which includes prohibiting the use of unauthorized copies of software on District computers; prohibiting the installation of software on District computers that was not purchased through appropriate District policies; and understanding that all computers, software and computer information are District property. Therefore, all who use District computers cannot assume any right to privacy in such use. The Districts computers are to be used only for the purpose of conducting District business.

Dismissal

Volunteers who do not adhere to the rules, policies and regulations of the District, or fail to perform their assignments satisfactorily, are subject to dismissal. A volunteer may be dismissed at any time with or without cause. The District reserves the right to request that a volunteer leave immediately if circumstances warrant such action.

Drugs and Alcohol

Any volunteer who uses, brings, possesses or is suspected of being under the influence of any form of narcotic, drug, or alcohol, except prescribed drugs and under the direction of a physician, is subject to immediate dismissal. In addition, any volunteer who transfers, sells, or attempts to sell same on District property or while on District business, at any time, is subject to immediate dismissal.

Smoking

Smoking is prohibited in enclosed work places and public places, and is restricted in outdoor District recreational facilities, except that smoking may be permitted in unenclosed areas of these facilities, if any, designated for smoking by the District.

Expenses

Volunteers are reimbursed for expenses which have been pre-approved in writing by the appropriate District department. You may also be eligible for a number of other tax benefits as a volunteer under the general charitable contribution deduction of the Internal Revenue Code. Please be sure and check with your tax advisor or the Internal Revenue Service for specific deductions allowed, as the District does not provide this service.

Harassment

All District workers and volunteers have a right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive or disruptive. Consistent with the Districts policy, discrimination and harassment based on race, color, religion, sex, national origin, age, disability, sexual orientation or any characteristic protected by law, harassment will not be tolerated.

Automobile Insurance

Automobile insurance follows the automobile. If you are driving your own vehicle, even while on Districts business, your automobile insurance will be applicable on a primary basis per the California Vehicle Code, CVC 17152. Please consult the Districts adopted Vehicle Use Policy for details. The District may conduct a motor vehicle driving record check for volunteers who drive as part of their volunteer work.

Confidentiality

Confidentiality is of utmost importance to the District. Volunteers frequently have access to sensitive information and in cannot be shared or repeated to anyone. Failure to keep items confidential can result in termination from the Volunteer Program.



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

RESOLUTION 2014-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ESTABLISHING A VOLUNTEER POLICY

WHEREAS, The Town of Discovery Bay Community Services District provides public services located within Discovery Bay; and

WHEREAS, The Town of Discovery Bay Community Services District desires to offer various volunteer opportunities for the benefit of the community; and

WHEREAS, It is necessary to establish the rules and guidelines associated with volunteering practices.

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

SECTION 1. That the Board adopt the Volunteer Policy, and that it is attached and included as a part of this Resolution as Exhibit A.

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

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF September 2014.

Mark Simon
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 regular meeting, held on September 03, 2014, by the following vote of the Board:

AYES: NOES: ABSENT: ABSTAIN:	
ichard J. Howard	



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

Prepared By: Dan Meewis, Recreation Programs Coordinator

Submitted By: Rick Howard, General Manager



Agenda Title

Adoption of Resolution No. 2014-21 establishing a Alcohol Policy at Town of Discovery Bay Recreation Facilities

Recommended Action

Adopt Resolution No. 2014-21 establishing a Alcohol Policy at Town of Discovery Bay Recreation Facilities

Executive Summary

The Town of Discovery Bay Community Services District Board of Directors (Board) has previously discussed with staff the possibility of allowing the ability to serve and consume alcohol during private rentals and events.

Staff has developed the attached proposed Alcohol Policy which provides a framework and process to guide members of the community of the rules and regulations for serving and/or consuming alcohol during private rentals and events. The Alcohol Policy informs the community of the available facilities that will allow alcohol during rentals or events as well as the process for obtaining the Special Alcohol Permit which is required for all rentals or events that would like to serve or consume alcohol.

Fiscal Impact: None Amount Requested

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

Prog/Fund # Category:

Previous Relevant Board Actions for This Item

None

Attachments

Alcohol Policy

Resolution No. 2014-21

AGENDA ITEM: G-2

Town of Discovery Bay		
Program Area: Parks & Recreation	Policy Name: Alcohol Policy	Policy Number: 022
Date Established: September 3, 2014	Date Amended: N/A	Resolution: 2014-21

POLICY STATEMENT

The Town of Discovery Bay Community Services District supports the ability to allow renters of District facilities the ability to host private parties and to serve or consume alcohol during facility rentals when it is determined by staff to be feasible and age appropriate. This policy provides the framework to guide renters in the process to be able to serve or consume alcohol for private parties and events. The Policy outlines the procedural structure that adjusts to the different types of facility rentals based on the number of planned attendees. Management within the District must determine the appropriateness for alcohol consumption during all potential rentals to maintain consistency with this policy.

APPLICATION, AGREEMENT, & SPECIAL ALCOHOL PERMIT

Each potential renter that would like to serve or consume alcohol during a facility rental must fill out the appropriate application and agreement as well as the special alcohol permit. The rental applicant must also meet all guidelines listed in the agreement. The District reserves the right to accept or reject an individual or group's offer to serve or consume alcohol. It is strictly prohibited to sell or barter alcohol, and will be cause for immediate revocation of the permit and the cancellation of the event.

SPECIAL ALCOHOL PERMIT QUALIFICATIONS

- Age Any person seeking to rent a District facility who intends on serving or consuming alcohol
 must be 21 years of age with a valid ID, and anyone who wishes to serve or consume alcohol
 during the rental must be 21 years of age and have a valid ID. Special Alcohol permits will not be
 issued if the guest of honor is a minor or if the majority of the attendees are minors.
- Applications & Fees All applicants must fill out a rental application for the facility they would like to rent. All rental fees and deposits must be paid in full prior to the event. The Special Alcohol permit must be filled out completely and submitted at least (2) weeks prior to the rental. The alcohol permit fee for the Special Alcohol Permit is based on the number of attendees who will be present during the rental period.

1-50 Attendees - \$50 51-100 Attendees - \$75 100+ Attendees - \$100

Insurance - Applicants are required to provide a certificate of insurance that names the Town of
Discover Bay as an additional insured providing general liability insurance in and amount of not
less than \$1,000,000 for each occurrence and \$1,000,000 general aggregate. The Town of
Discovery Bay may be able to obtain a certificate of insurance for the event at the expense of
the applicant.

DETERMINING AND APPROVAL - SPECIAL ALCOHOL PERMIT

Once the District has received a Special Alcohol permit application, the Department Manager will review the permit and make sure that all qualifications have been met. Completed forms will be reviewed for approval by the General Manager, or designee, prior to issuance of a Special Alcohol Permit.

FACILITIES

The following are the District facilities at which serving or consumption of alcohol may be approved during facility rentals with the required permits and fees

Indoor Facilities

Discovery Bay Community Center's Cabrillo Room Discovery Bay Community Center's Marina Room Discovery Bay Community Center's Discovery Room

Outdoor Facilities

Discovery Bay Community Center's Event Lawn Discovery Bay Community Center's BBQ Area

RULES AND REGULATIONS

- A District facility attendant will be present for rentals with 50+ attendees. An added fee of \$15.00/hour or partial will be assessed prior to the event based upon the anticipated timeframes. Any additional expenses shall be paid in full at the conclusion of the event or may be deducted from the security deposit.
- 2. All guests who will be served alcohol must be at least 21 years old and be able to provide a valid ID. Guests who cannot provide a valid ID will be acknowledged as a minor. There are No Exceptions.
- **3.** Alcohol service includes beer, wine, & champagne. Liquor and other distilled spirits are prohibited (Glass beer bottles are prohibited).
- **4.** Alcohol may only be brought in by the person or organization responsible for the rental or a licensed caterer. Guests may not bring their own beverages to the event. Non-Compliance may result in the cancellation of the event at the discretion of Town staff.
- **5.** Alcohol is not to be consumed outside of the rental area(s), and shall not be consumed in entry ways or parking lots.
- **6.** All rentals that request alcohol must have a certificate of insurance that names Town of Discovery Bay as an additional insured, as described above.
- **7.** Alcohol will not be permitted when the guest of honor is a minor, or when a majority of the attendees are minors.
- **8.** Alcohol service must stop (30) minutes before the designated end time of the rental.
- **9.** There may be additional requirements for rentals with more than (50) attendees including but not limited to necessity of security, at the discretion of Town staff.
- **10.** Alcohol service or consumption that has not been approved or fails to comply with all requirements of the agreement will result in termination of rental, and forfeiture of rental deposit.
- **11.** The event host is responsible to fulfill all requirements of the agreement. The District is not responsible for any loss of the rental expense due to the requirements not being met.



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT RESOLUTION 2014-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ESTABLISHING AN ALCOHOL POLICY FOR DISTRICT OWNED FACILITIES

WHEREAS, The Town of Discovery Bay Community Services District provides public services located within Discovery Bay; and

WHEREAS, The Town of Discovery Bay Community Services District desires to offer potential renters of District facilities the ability to serve or consume alcohol during their rental; and

WHEREAS, It is necessary to establish the rules and guidelines associated with the serving or consuming alcohol at District facilities during rentals and special events.

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

SECTION 1. That the Board adopt the Alcohol Policy, and that it is attached and included as a part of this Resolution as Exhibit A.

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

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF September 2014.

Mark Simon
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 regular meeting, held on September 03, 2014, by the following vote of the Board:

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
Richard J. Howard	
Board Secretary	



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

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



Agenda Title

Adoption of Resolution 2014-19 approving an Injury and Illness Prevention Program Policy for the Town of Discovery Bay

Recommended Action

That the Board Rescind Resolution No. 2008-11 and Adopt Resolution 2014-19 approving a Illness Prevention Program in accordance with the requirements of California Code of Regulations, Title 8, §3203.

Executive Summary

The Town of Discovery Bay has an established Injury and Illness Prevention Program (IIPP) that was established by Resolution on September 17, 2008. That program is outdated and it is necessary to update the IIPP at this time.

The IIPP is updated and complies with all required regulations and in accordance with the California Code of Regulations, Title 8, §3203.

This program applies to all Town of Discovery Bay employees, contractors, and volunteers.

Fiscal Impact: None

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

Injury and Prevention Program DRAFT Policy 021

Resolution No. 2014-19

AGENDA ITEM: G-3

Town of Discovery Bay		
Program Area: Administrative	Policy Name: IIPP Policy	Policy Number: 021
Date Established: September 3, 2014	Date Amended: September 3, 2014	Resolution: 2014-19

1.0 PURPOSE

The purpose of the Town of Discovery Bay (TODB)Injury and Illness Prevention Program (IIPP) is to provide employees with a safe and healthy workplace by identifying responsibilities to be followed by management, employees and the employer. Employees have a right to a safe workplace and their employer has a duty to ensure that every manager and supervisor is aware of the TODB's safe work practices and that they are being followed by each employee.

The TODB is adopting this Injury and Illness Prevention Program to meet or exceed the requirements of California Code of Regulations, Title 8, §3203. It applies to all full and part-time employees, temporary and seasonal employees and volunteers of the Town of Discovery Bay.

2.0 EVALUATING HAZARDS

Before a task or job is to be started, an evaluation of the hazards associated with that task or job needs to be completed. For example, a supervisor cannot task an employee to enter or even open a manhole cover without ensuring that the employee has been properly trained on the potential hazards of this task.

The employer, supervisors, managers, etc. must be aware of all hazards related to operating equipment or tasks being performed by their respective employees.

A tool that can be used in identifying and evaluating work place hazards is the Job Safety Analysis Form (Appendix A).

When hazards need to be identified & evaluated:

- i. When Safety Orders of the California Code of Regulations that govern the operation or activity (e.g. General Industrial Safety Orders, Construction Safety Orders, etc.) are revised.
- ii. During the accident investigation process.
- iii. When revealed during a routine inspection.
- iv. Whenever new substances, processes, procedures, or equipment are introduced to the work place that represents a new safety hazard.
- v. Whenever the TODB is made aware of a new or previously unrecognized hazard.
- vi. When employee safety suggestions are made regarding a hazard.

This IIPP is not intended to cover all safety procedures at the TODB. The TODB has developed specific programs that may be found within each applicable department. These programs include, but are not limited to:

- Asbestos Management
- Codes of Safe Practices (or Standard Operating Procedures)
- Concrete Dust Generating Operations
- Confined Spaces
- Emergency Action Plan
- Emergency Operations Center (SIMS/NEMS)
- Ergonomics
- Excavation and Trenching
- Exposure Control for Bloodborne Pathogens
- Fall Protection
- Hazard Communication Program
- Hazardous Waste Management
- Hearing Conservation
- Heat Illness Prevention
- Hotwork
- Lockout/Tagout
- Personal Protective Equipment Policy
- Respiratory Protection
- Workplace Violence

3.0 SAFETY RESPONSIBILITIES & JOB SAFETY CLASSIFICATIONS

3.1 EMPLOYER RESPONSIBILITIES

The TODB is responsible for providing the following under this IIPP:

- i. Establish, implement and maintain an effective IIPP and update it periodically to keep employees safe. The IIPP is reviewed annually by management with any employee input taken into consideration.
- ii. Inspect workplace(s) to identify and correct unsafe and hazardous conditions (Section 5.0 of this IIPP).
- iii. Identify persons by name with the responsibility and authority to implement and maintain this IIPP.
- iv. Provide to employees required by this program and other related safety programs to prevent injury or illness.
- v. Use color codes, posters, labels or signs to warn employees of potential hazards.
- vi. Establish or update operating procedures and communicate them so employees follow safety and health requirements (Section 4.0 of this IIPP).
- vii. Develop systems to investigate workplace accidents/exposures and to provide corrective action(s) to prevent reoccurrence.
- viii. Report immediately, but no longer then 8 hours, by telephone to the nearest Cal/OSHA Enforcement Unit district office any serious injury or illness, or death, of an employee occurring in a place of employment or in connection with any employment. Serious injury or illness is defined in section 330(h), T8CCR (Section 6.2 of this IIPP).
- ix. Keep records of work-related injuries and illnesses on the log 300. At the end of the calendar year, copy the totals from the log 300 and transfer the information to the log 300A which must be posted February 1 through April 30 each year.

x. Post, at a prominent location within the workplace, the Cal/OSHA poster informing employees of their rights and responsibilities.

3.2 SAFETY COORDINATOR

The Safety Coordinator has the lead role in advising and assisting supervisors and managers in executing their safety-related responsibilities.

The Safety Coordinator for the TODB is Sue Heinl, the Town's Executive Assistant. The Safety Coordinator's responsibilities include:

- i. Assuming the lead role and the general authority to supervise all aspects of the IIPP and other safety related matters.
- ii. Utilizing all available resources to ensure hazards are reasonably resolved in a timely manner.
- iii. Working with Department Safety Coordinators and management to ensure that safety is compliant in all departments by periodic inspections, training or site visits.
- iv. Coordinating with Du-All Safety and/or other third party safety consulting company to provide support services.
- v. Working with safety committee/department management to ensure that safety training is scheduled. Document and maintain training records for each employee.
- vi. Working with management and the safety committee to respond to employee safety suggestions and reports of hazardous conditions.
- vii. Ensure that Cal/OSHA has been notified within 8 hours of any serious injury or death.

3.3 SAFETY COMMITTEE

The safety committee is comprised of the Safety Coordinator and Department Safety Coordinators. There are no term limits for any committee member. The safety committee charter may be found in Appendix B and a list of those individuals serving on the Safety Committee Members may be found in Appendix C.

Along with implementing the program, the safety committee members will, at a minimum, be responsible for the following:

- i. Attend safety committee meetings.
- ii. Disseminate safety related information to their supervisors so that each department is aware of upcoming training, inspection findings, reporting hazards and corrective actions.
- iii. Relate any safety concerns within their department to the safety committee for remediation and/or compliance. Report any unsafe conditions to their supervisor.
- iv. Support good housekeeping standards and cleanliness at the TODB.
- v. Report to the safety committee any safety suggestion or hazardous condition brought to their attention.
- vi. Evaluate causes of injuries and what actions need to be taken to protect other employees.
- vii. Recognize employee who contribute to the safety programs and/or effect positive change through safety suggestions, observations and recommendations for improvement.

3.4 DEPARTMENT COORDINATORS

The department/division coordinators are found in Appendix C. Department Safety Coordinators are responsible for the following:

- i. Ensure that there is someone available onsite to assume safety responsibilities in their absence. E.g. Department Safety Coordinator alternate.
- ii. Be a member of, and active participant in, Safety Committee meetings. Responsibilities include those listed above in Section 3.3.

3.5 MANAGERS, SUPERVISORS, FIELD SUPERVISORS, CREW LEAD WORKERS

All personnel responsible for employee supervision shall:

- i. Ensure that his/her employees are following all established and customary safety procedures and policies.
- ii. Be current on all safe work practices.
- iii. Ensure that employees are wearing all required personal protective equipment (PPE).
- iv. Not direct employees to perform tasks for which they have not received proper training.
- v. For those employees who work under construction orders (Section 3.7.2), conduct "tailgate" or "toolbox" safety meetings at least every 10 working days. These meetings are designed to review hazards associated with upcoming work and communicate systems in place to prevent employee injury or illness.
- vi. Report any injury or near miss (non-injury incidents) to Carol McCool, the Administrative Assistant.
- vii. Ensure that every employee required to attend safety training is in attendance and attentive. If an employee misses a class, coordinate with the Safety Coordinator to ensure that said employee receives make-up training prior to the covered job assignment.
- viii. Understand and be aware of all hazards associated with all established and customary job assignments.

3.6 ADMINISTRATION AND HUMAN RESOURCES

Administration will be coordinated by Richard Howard, General Manager. Those responsibilities include:

- i. Coordinate and ensure that all accident and injury reports have been filled out correctly so if a workers' compensation claim is made, all documentation is correct.
- ii. Maintain required OSHA Log 300 form. Post the OSHA 300A form from February 1 through April 30 of the previous year's accident summary in prominent locations throughout the TODB so that employees may have easy access to the summary.
- iii. Work with management and the safety committee to ensure that all employees' safety concerns or suggestions are being handled with due diligence.
- iv. Provide any forms required to be filled out by managers and employees in the event of an injury or accident.
- v. Maintain all medical surveillance and other Cal/OSHA related documentation. Provide medical examinations when required by Cal/OSHA standards and annually tell employees how they may access their medical records.
- vi. Disciplining employees for failure to comply with safe and healthful work practices.

3.7 EMPLOYEES

Although the employer and management have the primary responsibility in providing employees with a safe and healthy workplace, employees are ultimately responsible for their own safety. Employees' responsibilities for safety include:

- i. Attend all required safety classes. This includes participating and being attentive.
- ii. No employee is permitted to do work that they feel is unsafe or for which they have not been properly trained or equipped.
- iii. Follow the TODB's established safety policies, procedures and programs.
- iv. Immediately report any unsafe or potentially dangerous situation so that the situation may be abated.
- v. Immediately report all injuries and near misses to their supervisor.
- vi. Understand that an employee shall be disciplined for failure to follow safe procedures. (See Section 9.0).
- vii. Work with management in updating and "fine-tuning" the Code of Safe Practices or any other work practice so that the most up-to-date and comprehensive safety procedure is being followed. (See Section 4.0)
- viii. Encourage fellow employees to constantly maintain a safety "mindset".

3.8 JOB CLASSIFICATIONS

At the TODB, employees are protected under the Cal/OSHA California Code of Regulations General Industrial Safety Orders (GISO), or the Construction Safety Orders (CSO), depending on the type of work being performed.

<u>Construction work is:</u> "When employment exists in connection with the construction, alteration, painting, repairing, construction maintenance, renovation, removal, or demolition of any fixed structure or its parts, that work will considered construction, and will be regulated by the CSO."

OSHA definition of structure: That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Managers, supervisors or any person who has responsibility in directing or supervising an employee should be aware if the work being performed falls under the GISO or CSO. By understanding the work being performed and knowing which set of orders employees fall under, managers and supervisors may train and educate their employees on proper safety procedures regulated by Cal/OSHA.

It is possible that because of the diverse nature of their assignments, field personnel could be governed by either set of orders depending on the task. At construction projects, the CSO take precedence over any other general orders that are inconsistent with them, except for Tunnel Safety Orders or Compressed Air Safety Orders.

Where this distinction is significant, notice shall be made in this and all subordinate programs, practices, and documents.

3.8.1 General Industry Safety Orders (GISO)

Examples of work that would be considered falling under the GISO may include:

- i. General administration
- ii. Custodial work
- iii. Gardening & Landscaping
- iv. Warehouse /Storage
- v. General driving

3.8.2 Construction Safety Orders (CSO)

Examples of work that would be considered falling under the CSO may include:

- i. Carpentry
- ii. Electrical
- iii. Painting and/or Plastering
- iv. Plumbing

4.0 CODE OF SAFE PRACTICES

Once all hazards are identified and evaluated by using the General Industry Safety Orders (GISO), the Construction Safety Orders (CSO), other pertinent regulations, employee input, and available published statistics, the Code of Safe Practices is then developed. The code includes all the proper preventive measures to work in an environment, or with construction equipment safely.

Note that although under California Code of Regulations, the Term "Code of Safety Practices" pertains only to Construction Safety Orders, for the purposes of the TODB's IIPP, it will refer to safe work rules used for both Construction and General Industry work.

Some departments at the TODB may have specific work practices that are unique to that department. Supervisors and managers of each department should evaluate the hazards associated within their department and along with employee input develop a Code of Safe Practice to be followed by all employees to minimize injury while performing each task.

Employees are to receive specific instruction by their supervisor with respect to hazards specific to each employee's job assignment, as found in the Code of Safe Practices.

- i. The Code of Safe Practices must be reviewed and updated periodically as new hazards are identified. Each Code of Safe Practice should be reviewed at least annually by each department.
- ii. When the Code of Safe Practices is updated, workers must be trained and/or alerted by their respective managers, supervisors, etc. to the new hazard and the new proper safe practice(s) being implemented.

All Code of Safe Practices may be found in the binder titled "Code of Safe Practices" located at the main Town Office, located at 1800 Willow Lake Road. Department Manager's may also have a copy in their possession; however, the official copy will be located at the Town Office.

5.0 PERIODIC INSPECTIONS

Periodic inspections are designed to ensure that the Code of Safe Practices is being followed and to help identify new or previously unrecognized hazards. Inspection reports will be provided to the appropriate persons responsible for the inspected area(s).

Du-All Safety, the TODB's safety consultant, shall conduct inspections of all facilities annually. High-hazard areas will be inspected periodically (at least twice a year) to determine if proper procedures and the correct personal protective equipment (PPE) is being used. These inspections should be spontaneous with no advance warning given to the crews.

Managers and Supervisors should be conducting inspections as often as possible to ensure safe working conditions at all times.

- i. When a hazard is identified by any person, all personnel exposed to the hazard are to be warned and notified of the hazard and potential danger. This may be done by any supervisor or employee.
- ii. Hazards identified during inspections shall be corrected in a timely manner based on the risk assessment code found later in this section. If a serious hazard cannot be immediately abated without endangering workers and/or property, the TODB will remove all exposed workers from the area except those necessary to correct the existing condition.
- iii. Workers correcting any hazardous condition shall be provided with the necessary protection.
- iv. If there is a piece of equipment or a procedure that is immediately dangerous to life and health, the condition is to be corrected immediately. If the condition cannot be corrected immediately, the hazardous equipment should be locked and/or tagged out of service (or procedure discontinued).
- v. If any employee fails to follow the Town of Discovery Bay's safety procedures, the employee's supervisor should:
- vi. Inform the employee of the violation.
- vii. Inform or remind the employee of the correct procedure.
- viii. Ask the employee to comply and correct the violation(s).
- ix. Remind the employee of the Town of Discovery Bay's disciplinary policy.
- x. All safety violations, hazards and safety concerns will be documented, and a risk assessment code assigned, based on the descriptions given below.
- xi. A supervisor will designate who will fix the hazard and a completion date is to be established and checked off by the appropriate person.
- xii. When the problem is fixed, the inspection form (Appendix D) should be signed and dated by the person responsible for the work.

SAFETY RISK ASSESSMENT CODE

The Risk Assessment Code is determined as follows:

- Class 1 Critical (may cause death, serious injury, significant environmental impact, or substantial financial losses) and/or is likely to occur soon.
- Class 2 Serious (may cause injury, occupational illness, or environmental or property damage) and/or probably will occur in time.
- Class 3 Minor (probably would not significantly affect personnel or environmental safety or health, but is a violation of specific criteria).

The correction protocol that is used may include one or more of the following:

- i. Engineering control (i.e. cones, flags, lights, etc);
- ii. Personal Protective Equipment (PPE);
- iii. Administrative control (i.e. no cell phone use while driving or flagging);
- iv. New safety rules; and/or
- v. Employee training.

Required Inspection Frequency

Fire Extinguisher	Monthly
Eye Wash Station	Monthly
Emergency Shower	Monthly
Forklift	Pre-shift
Hazardous Waste Containers	Weekly
Fall Protection Equipment	Semi-annually
Confined Space Equipment	Per Equipment Manufacturer

This is not intended to be a complete list of inspections. There may be other required safety inspections depending on what other hazards and equipment exist (DOT, Cranes, etc.).

6.0 INJURY & ILLNESS INVESTIGATIONS AND RECORD KEEPING

6.1 INVESTIGATIONS OF OCCUPATIONAL INJURY OR ILLNESS AND CORRECTIVE ACTIONS

Once an occupational illness, accident, or injury occurs, a report must be completed by the employee and the employee's supervisor immediately. All required and necessary forms may be found in the main office. All applicable forms should be completed in a timely manner and given to Carol McCool. The forms that are included in the packet are:

- i. Supervisor's Investigation of Employee Injury Form
- ii. Employee's Report of Job Injury
- iii. Witness to a Job Related Injury
- iv. Employer' Report of Occupational Injury or Illness (5020)
- v. Worker's Compensation Claim Form (DWC1)

In the event of a near miss (non-injury incident), the incident is still to be investigated but not all of the above documentation is required.

6.2 SERIOUS INJURY REPORTING TO CAL/OSHA

The TODB shall report immediately by telephone to the nearest District Office of the Division of Occupational Safety and Health any serious injury or illness, or death, of an employee occurring in a place of employment or in connection with any employment.

Immediately means as soon as practically possible but not longer than 8 hours after a manager or higher knows or with diligent inquiry would have known of the death or serious injury or illness.

<u>A serious injury is defined as:</u> an injury or illness which requires hospitalization for more than 24 hours for other than medical observation or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement.

Exception: An injury is not reportable if it occurs during a crime (penal code violation), or on a public roadway (vehicle accident). If uncertain whether the accident was a "vehicle accident", notification to Cal/OSHA is advised.

6.2.1 REPORTING PROCEDURE

Employees are responsible for immediately notifying their Manager or Supervisor of a serious injury or death to any employee. The Manager or Supervisor priority is to provide medical attention to the injured employee. Management will then notify Administration/Human Resources of the injury/illness/fatality. Administration/Human Resources will then determine if the injury/illness is serious and if so, call and report it to Cal/OSHA. If the Manager or Supervisor is unable to talk with the Rich Howard or Carol McCool, they are to leave a detailed voice message on their voicemail and then call Cal/OSHA to report the serious injury/illness or fatality at:

Concord District Office

1450 Civic Court, Suite 525 Concord, CA 94520 (925) 602-6517

- I. If a contract employee is injured while performing work on behalf of the TODB, the contractor's employer must notify Cal/OSHA within statutory reporting guidelines.
- ii. When making notification, the reporting party shall include the following information, if available:
- a) Time and date of accident.
- b) Employer's name, address and telephone number.
- c) Name and job title, or badge number of person reporting the accident.
- d) Address of site of accident or event.
- e) Name of person to contact at site of accident.
- f) Name and address of injured employee(s).
- g) Nature of injury.
- h) Location where injured employee(s) was (were) moved to.
- i) List and identity of other law enforcement agencies present at the site of accident.
- j) Description of accident and whether the accident scene or instrumentality has been altered.

6.3 CAL/OSHA RECORD KEEPING

- I. Whenever an Employer's Report of Occupational Injury or Illness Form 5020 is filed, an entry must be made in the Cal/OSHA Form 300.
- ii. Management shall also complete the Cal/OSHA Form 301.

6.4 GENERAL SAFETY RECORD KEEPING

The Safety Coordinator office will keep records of documented safety and health training including:

- I. Documented accident, injury and illness investigations including the completed form(s).
- II. Safety Committee meeting minutes.
- III. Disciplinary records.
- IV. Inspection reports and corrective actions.
- V. Safety suggestions (Appendix H).
- VI. Accident reports and medical surveillance documents.

6.5 RECORDS RETENTION

The legally mandated minimum records retention durations are provided in Appendix E.

7.0 COMMUNICATION

Communication is an important part of the IIPP. The TODB management believes the best way to maintain the safety "mind set" is through the following means:

- a. A safety bulletin board for written communication, relevant safety topics, and posted temporary hazards.
- b. Since the employee is often in a better position to spot potential hazards in the work areas we have placed suggestion boxes and forms are located:
 - Community Center Staff Room
 - Town Hall Break Room
- c. Employee input with regard to safety is encouraged. All suggestions will be reviewed at the Safety Committee Meeting with a response given in a timely manner to the person making the suggestion. In the event of an anonymous suggestion, a response will be written and provided in the safety committee meeting minutes as posted on the safety bulletin board.
- d. Safety posters and signs will be posted in common areas to help remind employees of certain hazards and to protect themselves.
- e. A standing Safety Committee meets the third Wednesday of each month at 10:30 AM. The Charter for the committee may be found in Appendix B.
- f. Because there is no construction work typically performed by employees of the Town, field staff are not required to conduct "toolbox" or "tailgate" safety meetings every 10 working days. The Town's contractor, Veolia Water does provide construction services on Town property. As such, Town Operations employees are encouraged to participate in the Veolia "tailgate" safety meetings if the subject is pertinent to their respective functions.
- g. Report any unsafe or potentially dangerous situation to their supervisor so that the situation may be abated.
- h. Report any injury or near miss (non-injury related accident) to the next highest supervisor who will then forward any report to Human Resources.

8.0 TRAINING

Training is the most important part of this program. It is critical that everyone understand their workplace hazards and is trained in:

- i. Safety procedures and policies.
- ii. Procedures to document and record workplace injuries or illnesses.
- iii. Employee and management responsibilities towards safety.
- iv. The Town of Discovery Bay's disciplinary policy.

Supervisors and/or Safety Coordinators shall receive training to familiarize them with the health and safety hazards to which employees under their immediate direction and control may be exposed. Supervisors and/or Safety Coordinators are responsible for ensuring that those under their direction receive training on general workplace safety as well as on health and safety issues specific to their job. Training is provided:

- i. To all employees and those given new job assignments for which training has not yet been received.
- ii. Whenever new substances, processes, procedures or equipment are introduced to the workplace that represents a new hazard.
- iii. Whenever the employer is made aware of a new or previously unrecognized hazard.

The Training Log for all employees is to be filled out completely, upon the completion of any training. All training logs, including tailgate meetings, should be forwarded to the Safety Coordinator.

9.0 ENFORCEMENT PROCEDURES

Employees who fail to comply with the Town of Discovery Bay's safety policies and procedures will be subject to disciplinary action, up to and including, termination.

Employees are referred to their management or Administration regarding the Town of Discovery Bay's disciplinary policies and procedures, as found in the Personnel Manual.





TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

RESOLUTION 2014-19

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ESTABLISHING AN INJURY AND ILLNESS PREVENTION PROGRAM AND POLICY PURSUANT TO CALIFORNIA CODE OF REGULATIONS, TITLE 8

WHEREAS, The Town of Discovery Bay is required to have a Injury and Illness Prevention Program pursuant to the California Code of Regulations, Title 8, §3203; and

WHEREAS, On September 18, 2008 the Board adopted Resolution No. 2008-11 establishing an Injury and Illness Prevention Program (IIPP) for the Town of Discovery Bay; and

WHEREAS, it is appropriate to update and modify the IIPP as time and requirements dictate;

WHEREAS, it is prudent to adopt a new IIPP pursuant to California Code of Regulations, Title 8, §3203, and incorporate the IIPP as a part of this Resolution.

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

SECTION 1. That Resolution No. 2008-11 is hereby rescinded.

SECTION 2. That the adopted IIPP is to be made a part of this action in its entirety.

SECTION 3. That this action is effective immediately.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY of September, 2014.

Mark Simon	
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 3, 2014, by the following vote of the Board:

AYES: NOES:	
ABSENT:	
ABSTAIN:	
Richard J. Howard	
Roard Secretary	



Town of Discovery Bay

"A Community Services District" **AGENDA REPORT**

Meeting Date

September 3, 2014

Prepared By: Carol McCool, Administrative Assistant, Board Clerk

Submitted By: Rick Howard, General Manager

Agenda Title

Agency Comment Request - Development Plan Application - DP14-3031 - Bolinas Place

Recommended Action

As Necessary

Executive Summary

The Contra Costa County Department of Conservation and Development has requested Board input to modify a Development Plan DP86-3001 to merge two lots and to allow an oversize accessary building located at 3990 Bolinas Place, south side of Bolinas Place, east of Newport Drive, APN Numbers - 008-470-025 and 008-470-026.

The Contra Costa County Department of Conservation and Development is seeking Board input into this proposed application.

Fiscal Impact:

Amount Requested \$N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis) Prog/Fund # Category: Pers. Optq. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Attachments

Agency Comment Request - DP14-3031

AGENDA ITEM: G-4

CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT COMMUNITY DEVELOPMENT DIVISION

30 Muir Road

Martinez, CA 94553-4601

Phone: 925-674-7205 Fax: 925-674-7258 TownOfDiscoveryBay CSD Received

AUG 15 2014





AGENCY COMMENT REQUEST

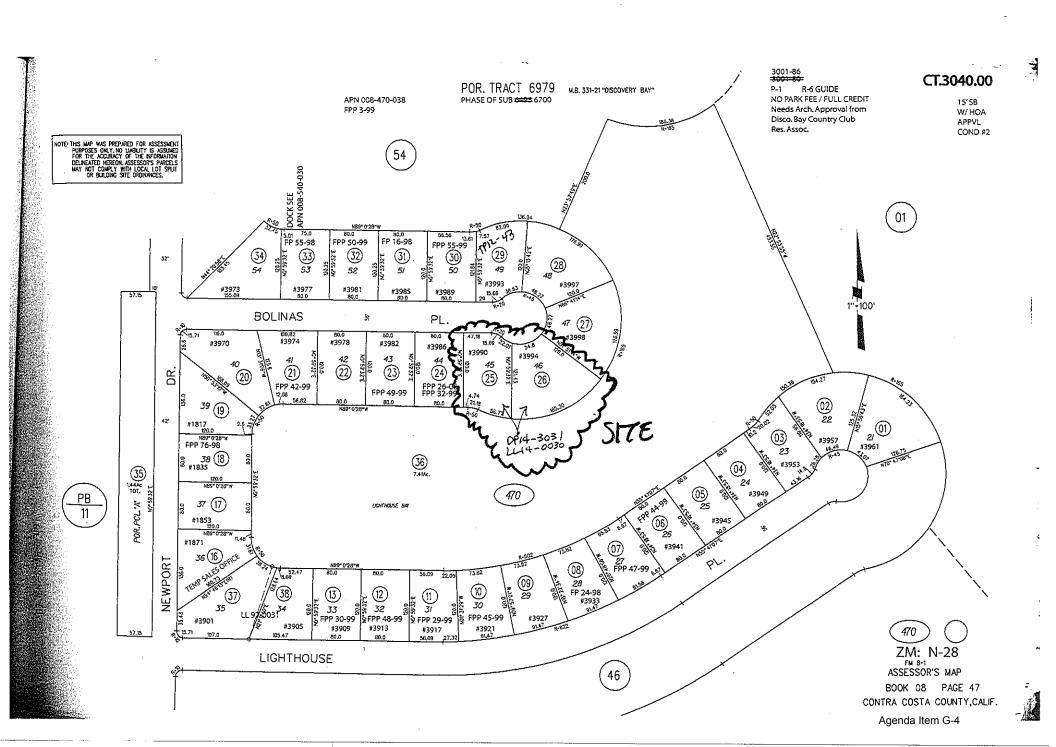
Date Aug. 11,14

We request your comments regarding the attached app	illoation currently under to view.
DISTRIBUTION	Please submit your comments to:
Internal	Project Planner Lorna Villa
Building Inspection	Phone # 925674-7804
Advance PlanningHousing Programs	E-mail Lorna, Villa @dcd.cccounty.us
Trans. PlanningTelecom Planner	County File #
ALUC StaffHCP/NCCP Staff	Prior to September 2, 2014
APC Floodplain TechCounty Geologist	Prior to September 2, 2017
Health Services Department	We have found the following special programs apply
Environmental HealthHazardous Materials	to this application:
Public Works Department	Active Fault Zone (Alquist-Priolo)
Engineering Services (Full-size)Traffic	B Flood Hazard Area, Panel #
Flood Control (Full-size)Special Districts	<u>N6</u> 60-dBA Noise Control
Local Control Control	No CA EPA Hazardous Waste Site
Fire District 6AST CONTRA COSTA	****
Sanitary District	AGENCIES: Please indicate the applicable code
Water District	section for any recommendation required by law or ordinance. Please send copies of your response to
City of	the Applicant and Owner.
School District(s)	
LAFCO	Comments:NoneBelowAttached
Reclamation District # 800	
East Bay Regional Park District	
Diablo Discovery Baylorockett CSD	
MAC/TAC	
Improvement/Community Association	
Others/Non-local	
CHRIS - Sonoma State	
CA Fish and Wildlife, Region 3 – Bay Delta	
Additional Recipients COWSOURTED FIRE fire@cccfpd.org	
DISTRICT TIL	
The state of the s	Print Name
	Signature DATE
	Agency phone #

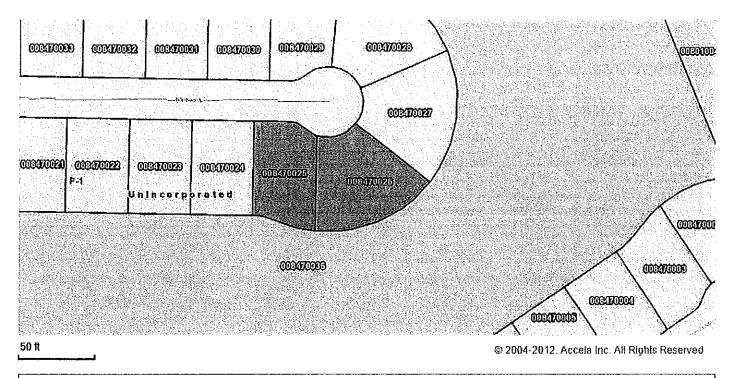


CONTRA COSTA COUNTY Department of Conservation & Development Community Development Division

	DEVELOPMENT	PLAN AF	PLICA	TION
	TO BE COMPLETED E	Y OWNER (OR APPLI	ICANT
PROPERTY OWNER(S)		APPLIC/		
Name Jean: Steve	Johnson	Name	Steve	Johnson
Address 3990 Boline		Address		Some
City, State/Zip Discovery	63cy, CA 94505	City, State	e/Zip	
Phone 927-787-9968 email	I steve Dieszinsurancedan	ns Chone	MAS)	email
By signing below, owner agrees to accrued interest, if the applicant di) Day all costs, including any `	By signing	below, apr	olicant agrees to pay all costs for processing
Check here if billings are to be	seatto applicant rather than	I mis applica	auon pius a	INV accrued interest if the costs are not not
owner. Owner's Signature	· Vandanik rakirjari kijari	WILLIM 30 C	ays of invo	orcing.
			's Signatuı	
CONTACT PERSON (optional Name	1) /	PROJEC*		See attached but line adj. applicates
Address		Total Parcel		
City, State/Zip	<u> </u>	Proposed N		
Phone email		Proposed Si		
Project description (attach supplement		Estimated P	roject Value	: \$500 house
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	FOR OFFICE	NEGRAL AND		
Project description: APPLICA				
DEVELOPMENT PL		WINEW		N TO MODIFY
	2.4 6 6 6	TO MER	GE TI	UD LOTS AND TO
THE NO OVE	ERSIZE ALESSOR	y Bull	D/NG.	y
Property description: South	LINE DE DOLLAR	0. 4	·	
	SIDE OF BOLINAS	rung b	ast o	K NEW PORT DRIVE
Ordinance Ref.:	TYPE OF FEE	FEE	CODE	Assessor's #: 008-470-025-026
Area: DISLOVERY BAY	*Base Fee/Deposit	\$1000,00	s.0398	· ' ' '
Fire District: EAST GN714657A	Late Filing Penalty			
	(+50% of above if applicable)		S-066	Zoning District: P-1 COISCOVERY BY
Sphere of Influence:	#Unitsx \$195.00	i i		Census Tract: 304000, 998
Flood Zone: B/AE	Sq. Ft. x \$0,20		S-014	
Panel Number:	· · · · · · · · · · · · · · · · · · ·	15.00/		Allas Page: N-28
	Notification Fee Fish & Game Posting	15.00 / 30.00	S-052	General Plan: SM
x-ref Files: DP 86-300	(if not CEQA exempt)	75.00	S-048	Substandard Lot: YES D NO D
			0-040	Substandard Lot: YES NO NO
	Environmental Health Dept.	57.00	5884	Supervisorial District: 3
	Other:			Received by: STAD MULANA
Concurrent Files: LL14-0030	TOTAL	\$1,162.	.00	Date Filed; 08/05/14
	Receipt			-5,05/14
	*Additional fees based on time and	materials will h	6 characa	File #DP 4 - 03 03
	If staff costs exceed base fee.	- THE CHAIS WILL D	e cusidea	
				INSTRUCTIONS ON REVERSE

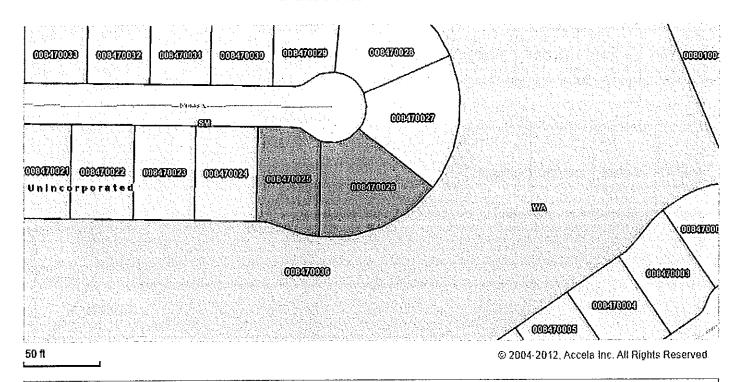


Zoning: P-1 (Discovery Bay)



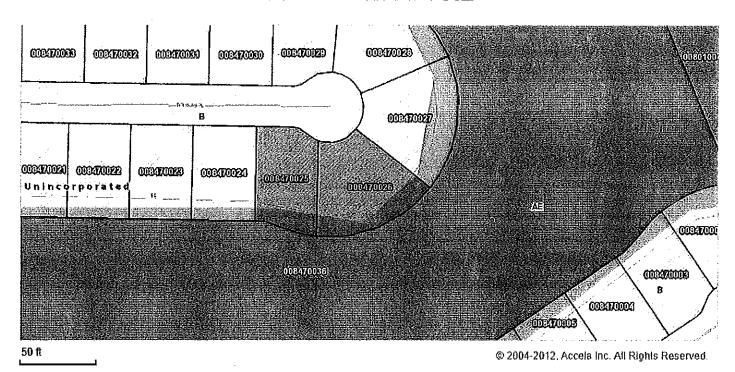
Notes:3990 Bolinas Place

General Plan: SM



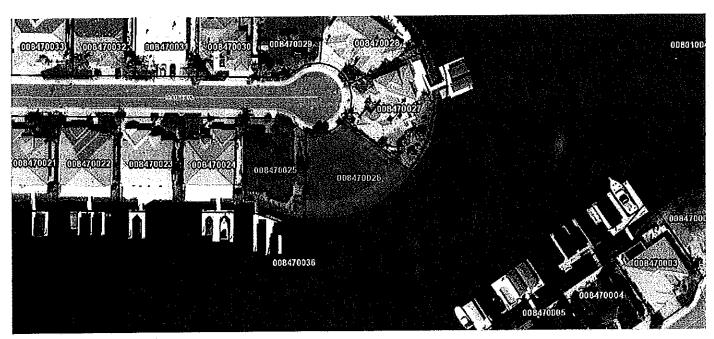
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Flood Zone: B / AE



Notes:3990 Bolinas Place

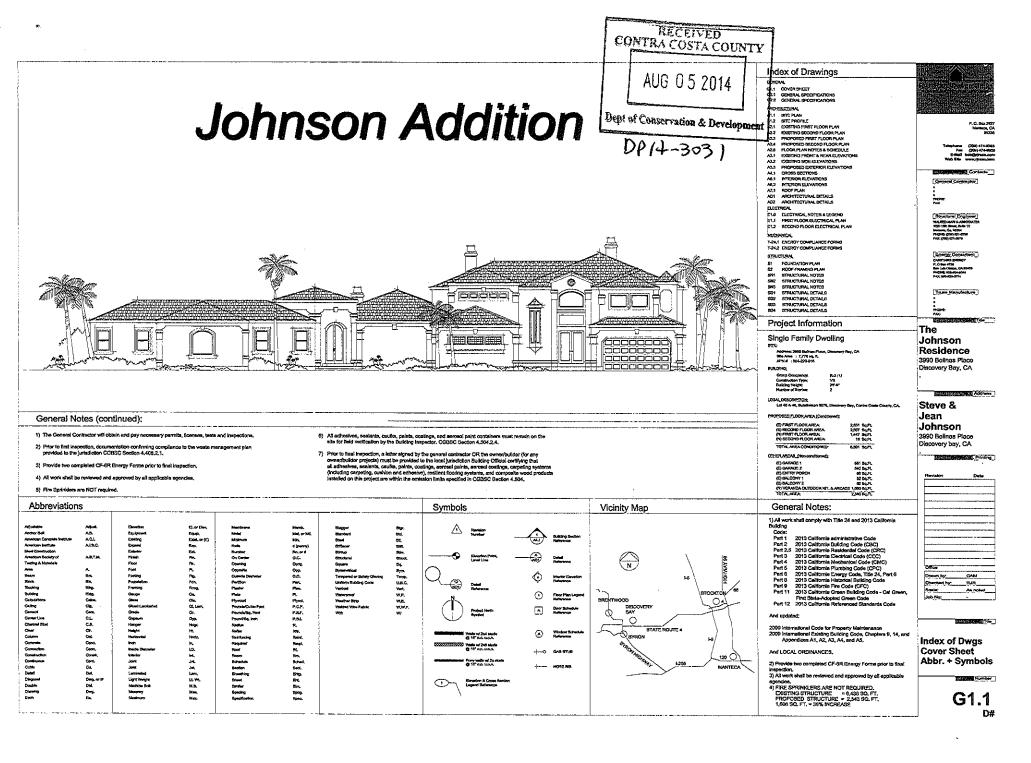
Aerial Photo (2008)

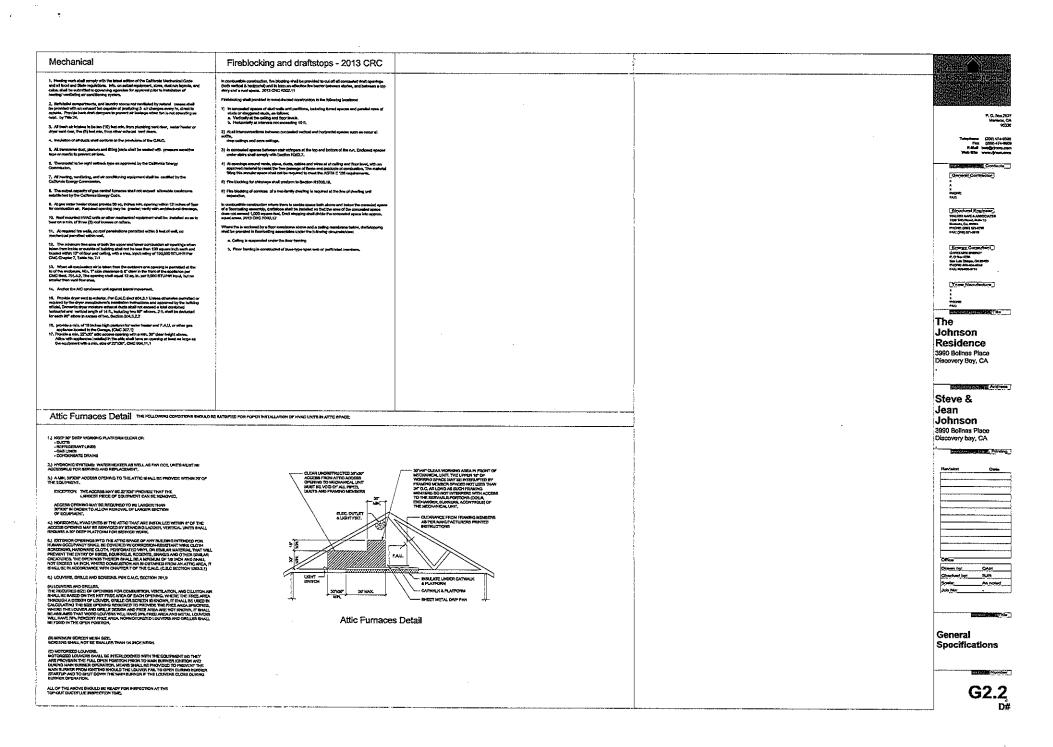


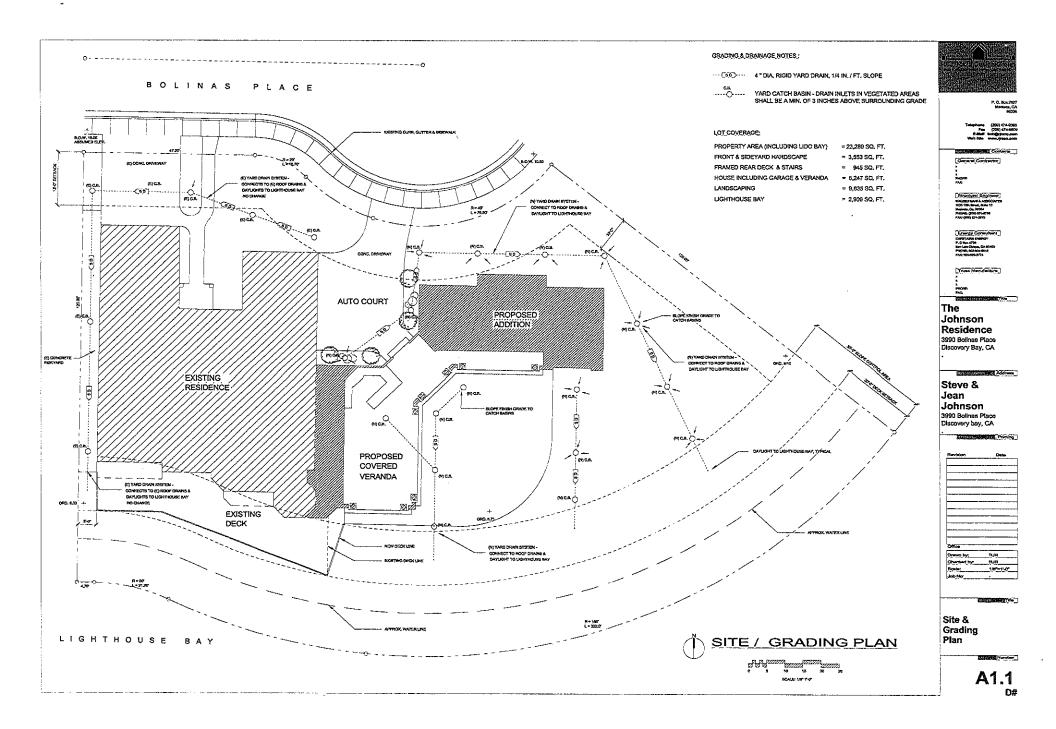
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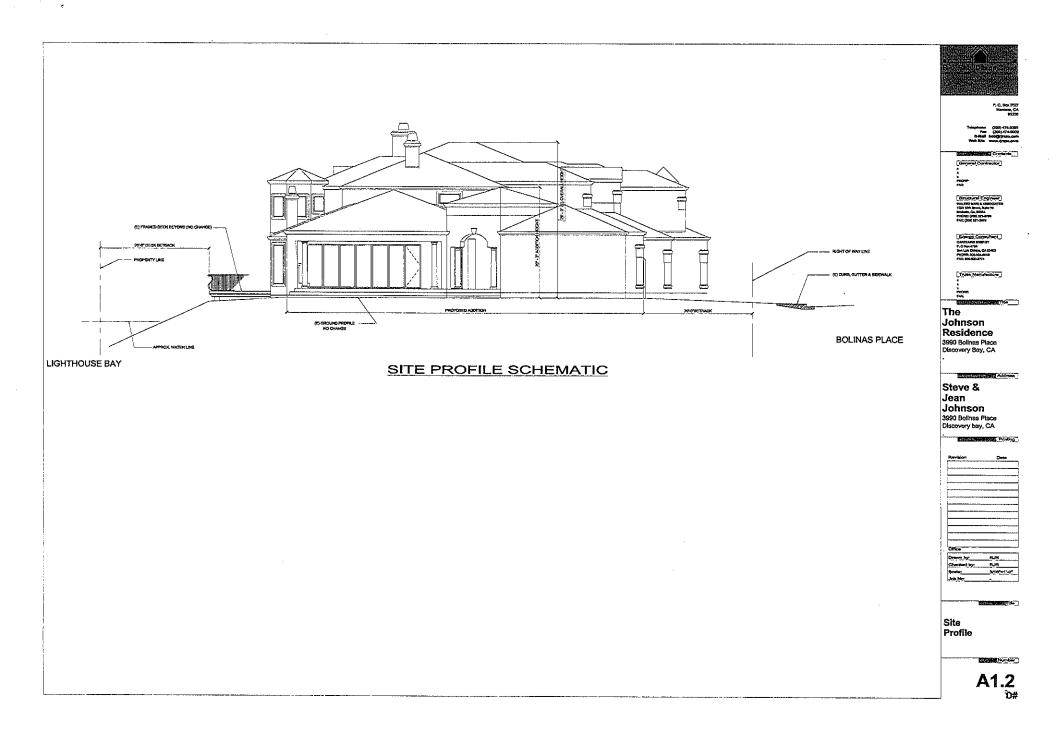
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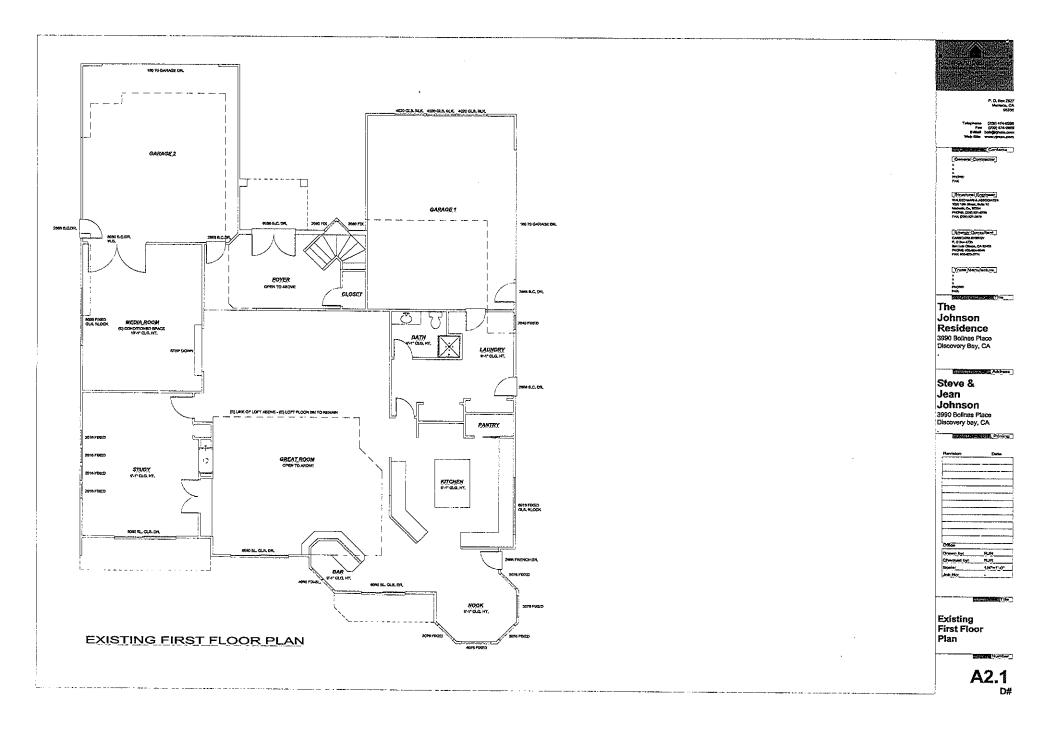
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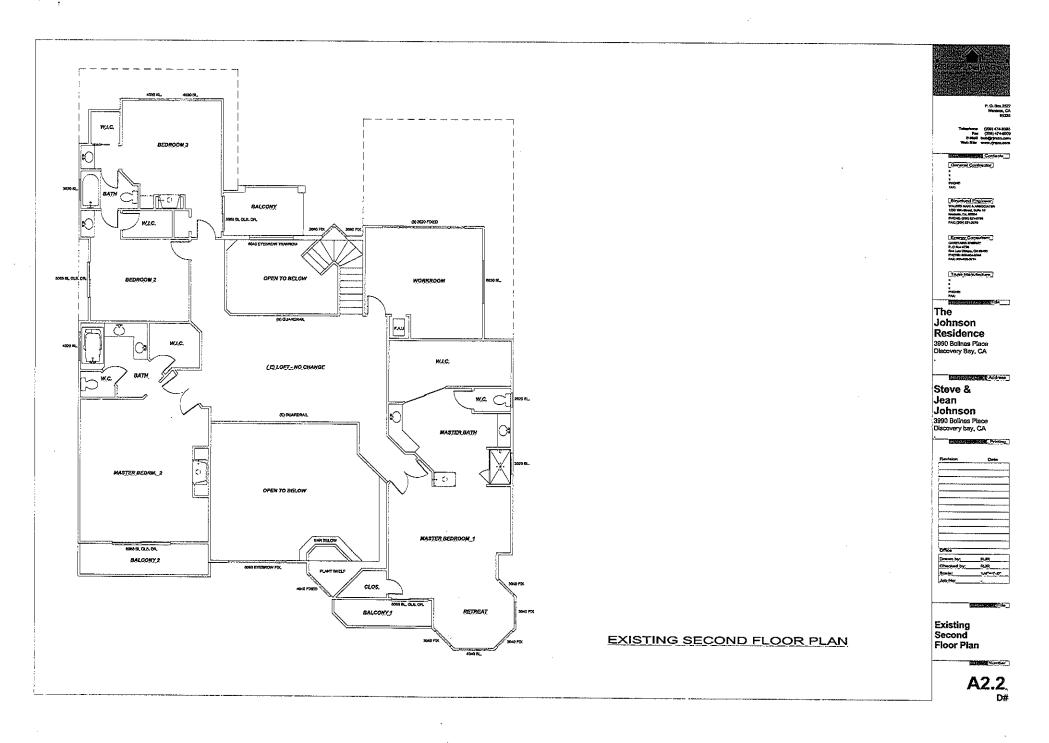


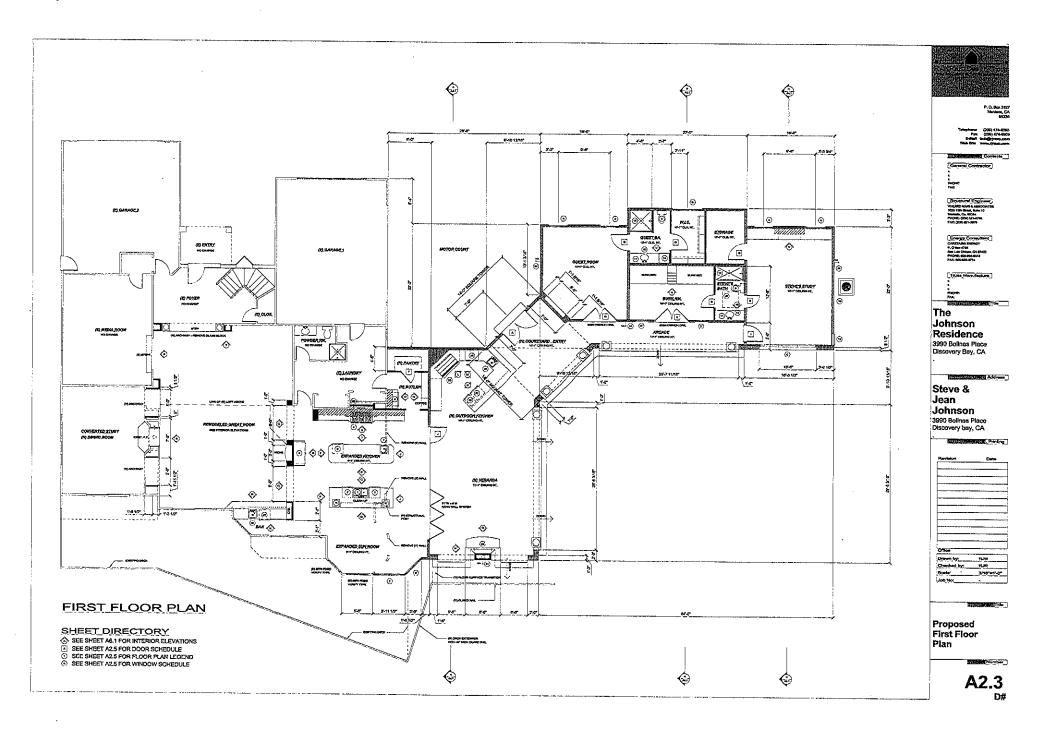


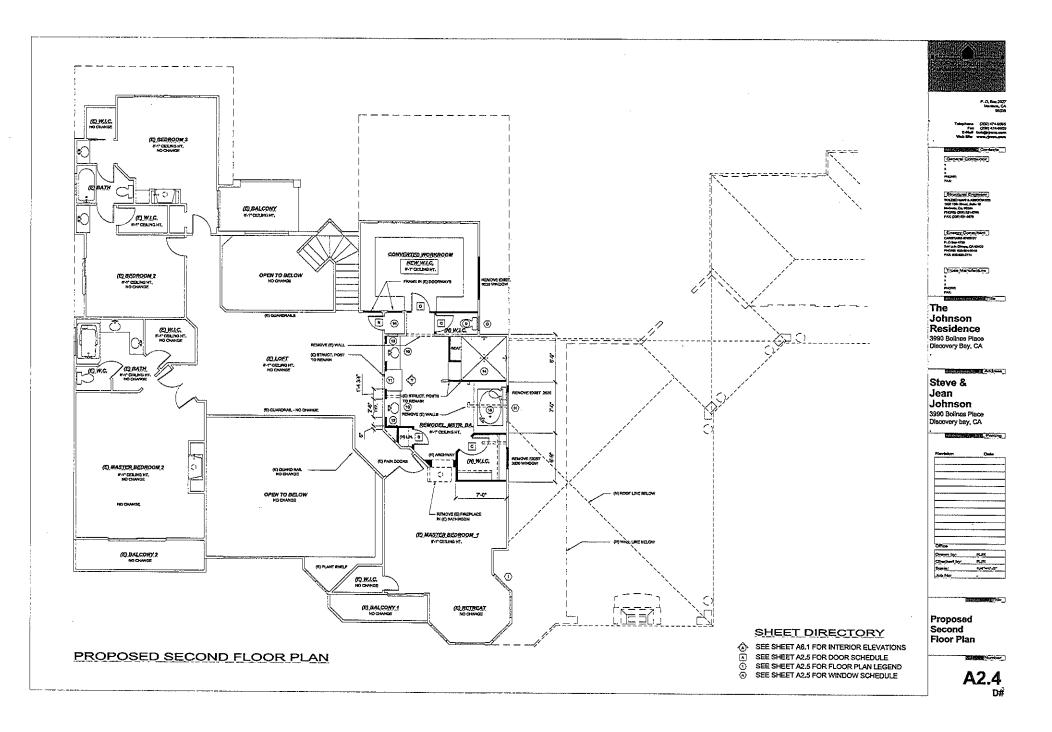


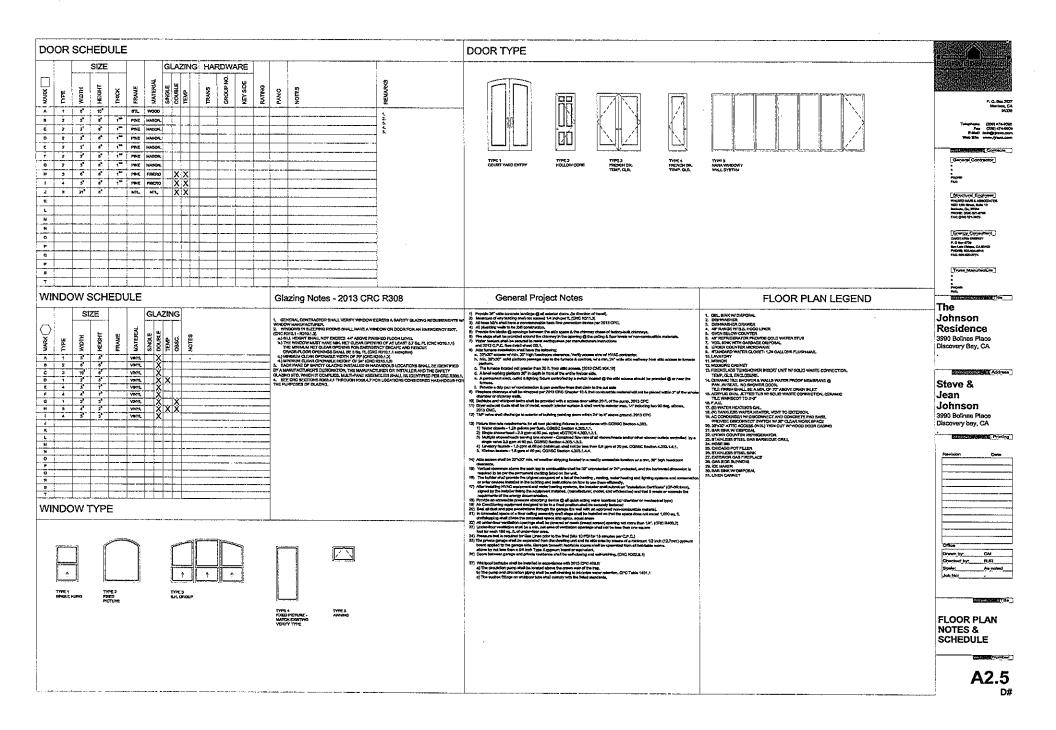


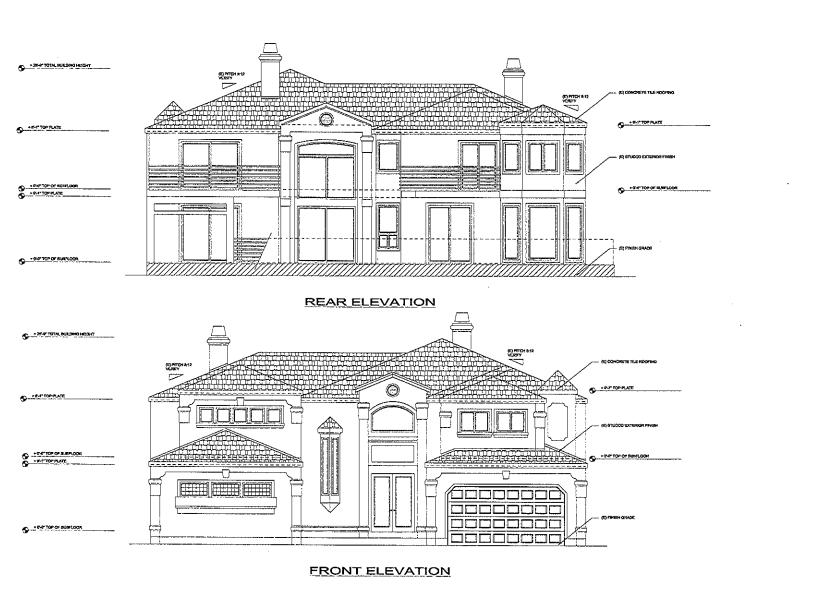






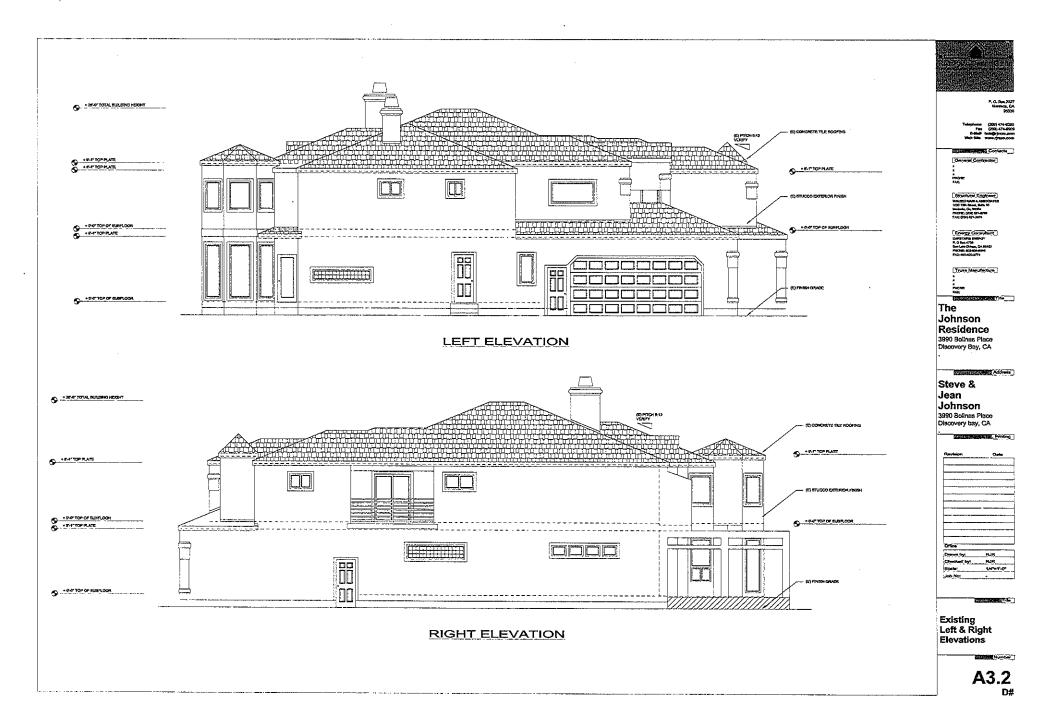




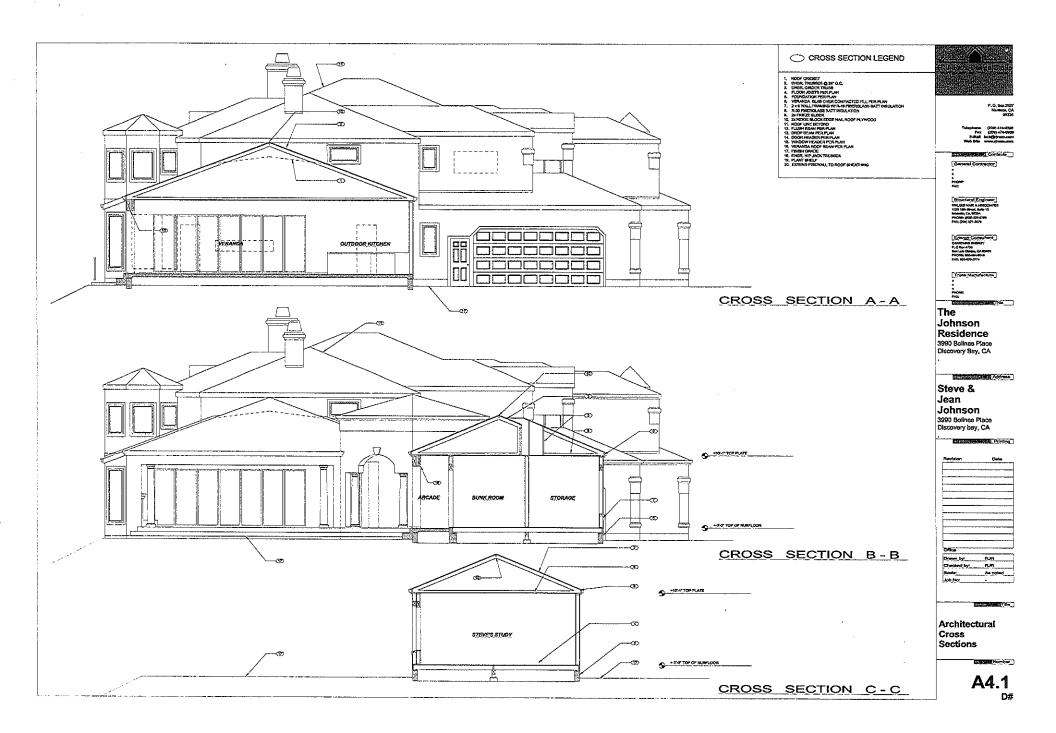


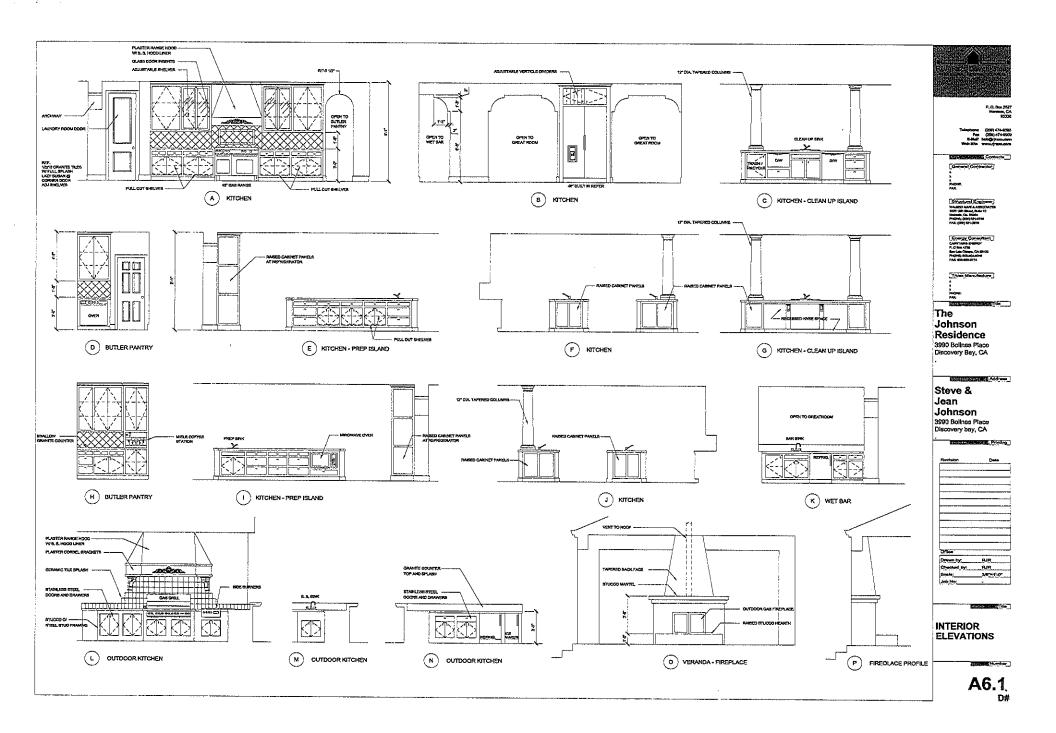


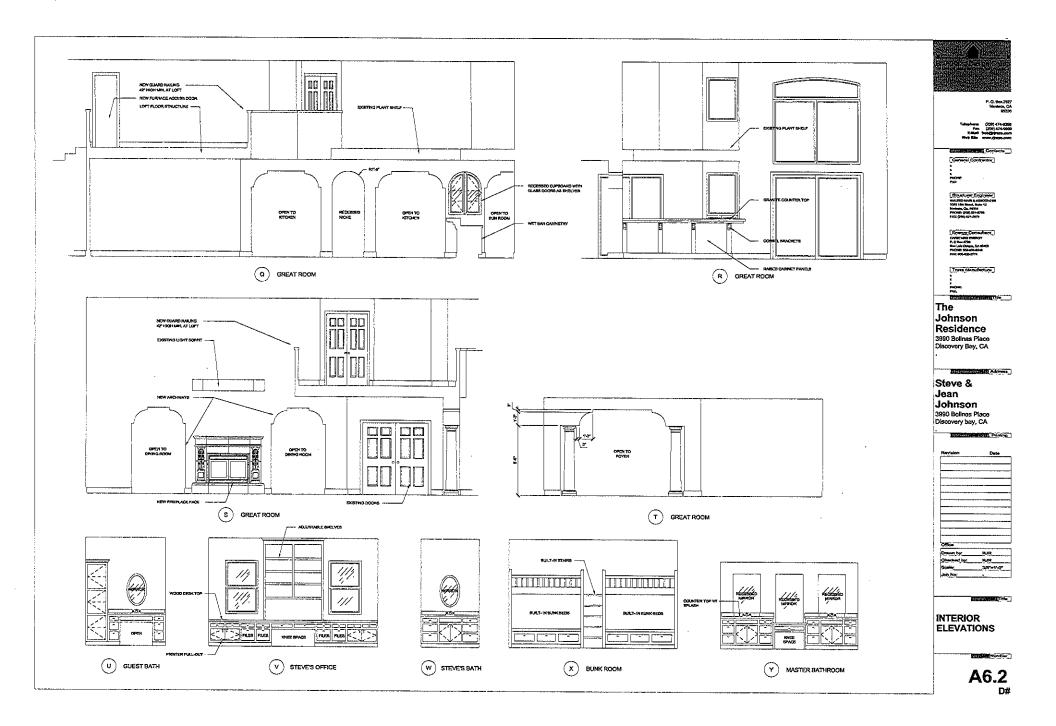
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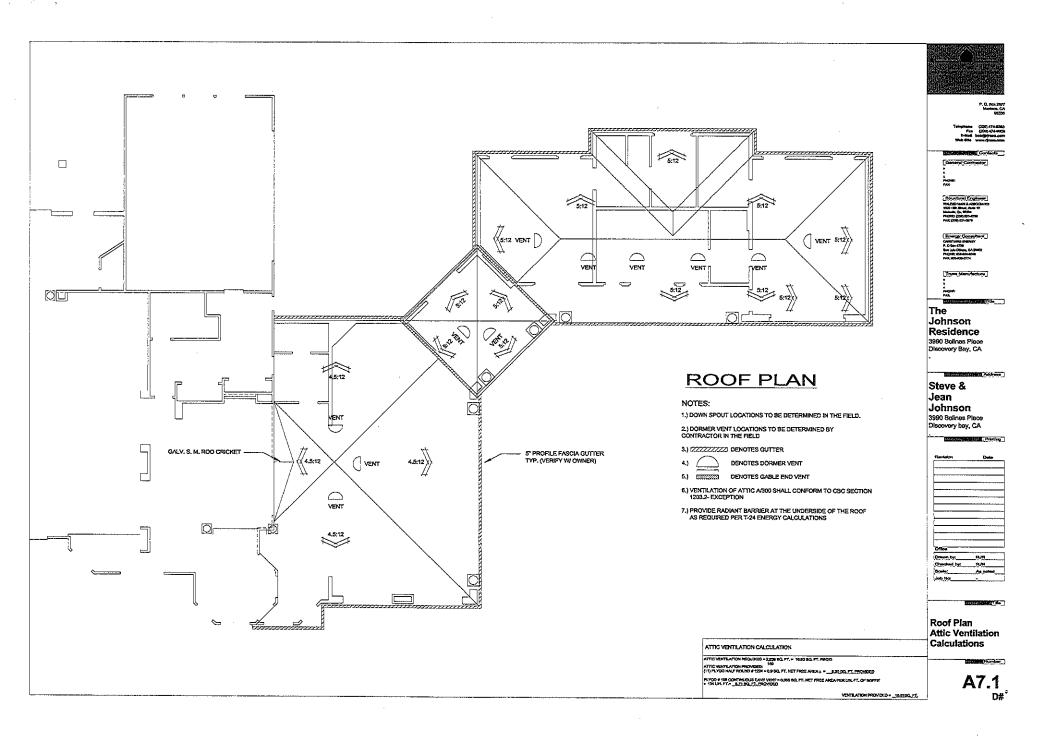


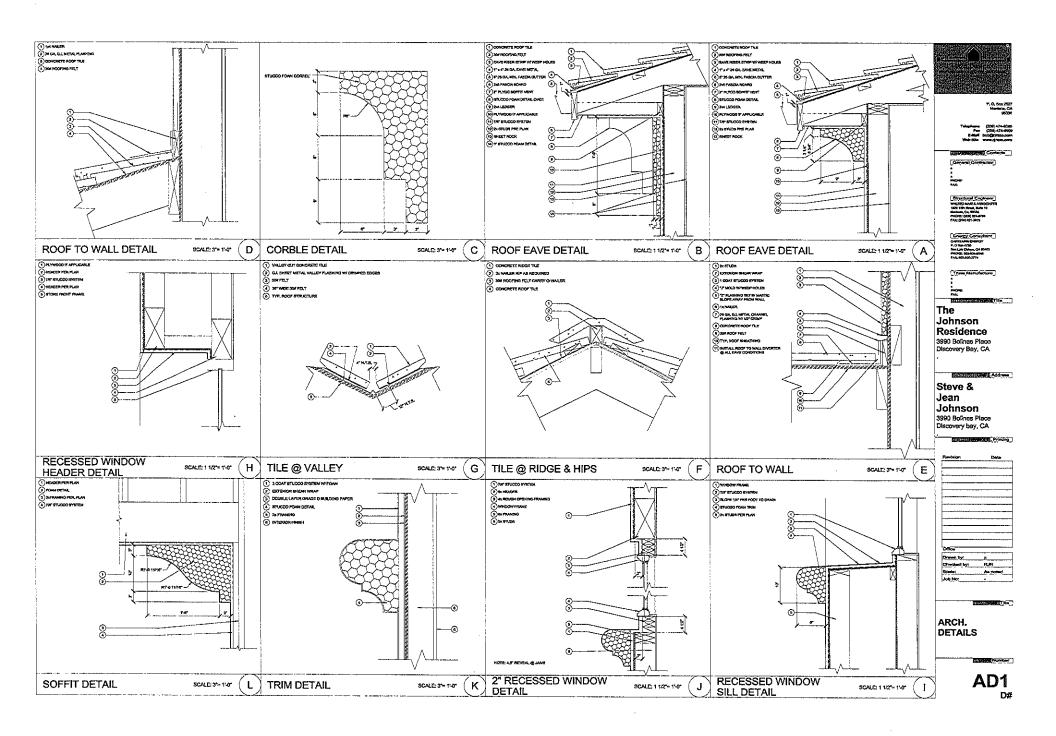


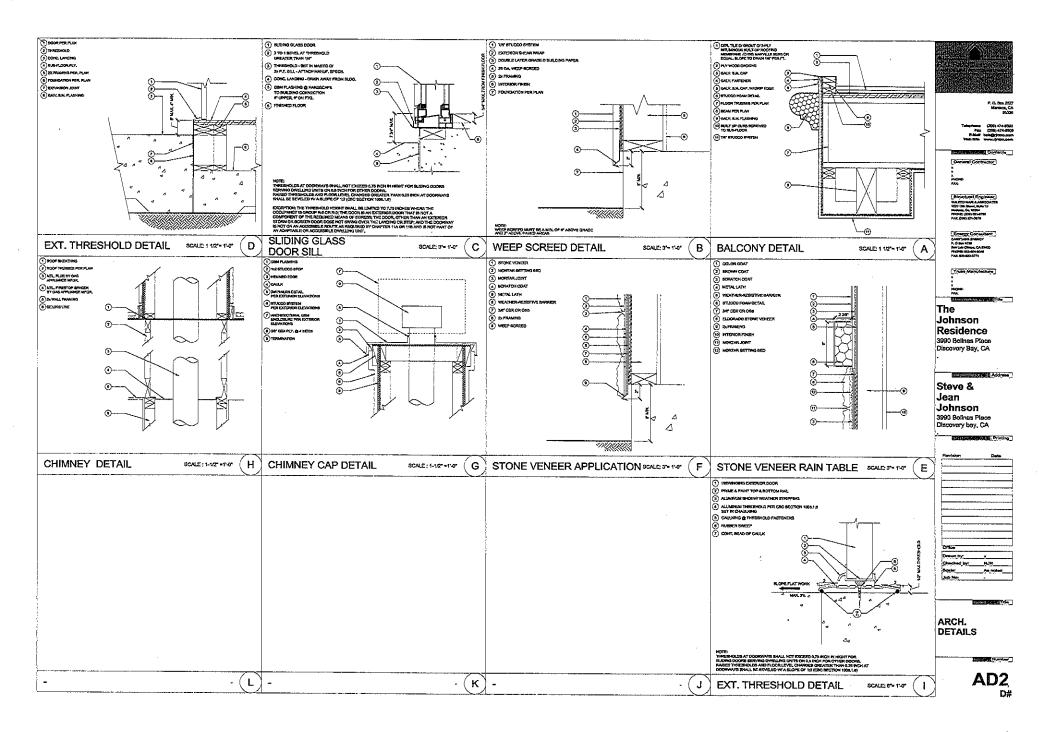




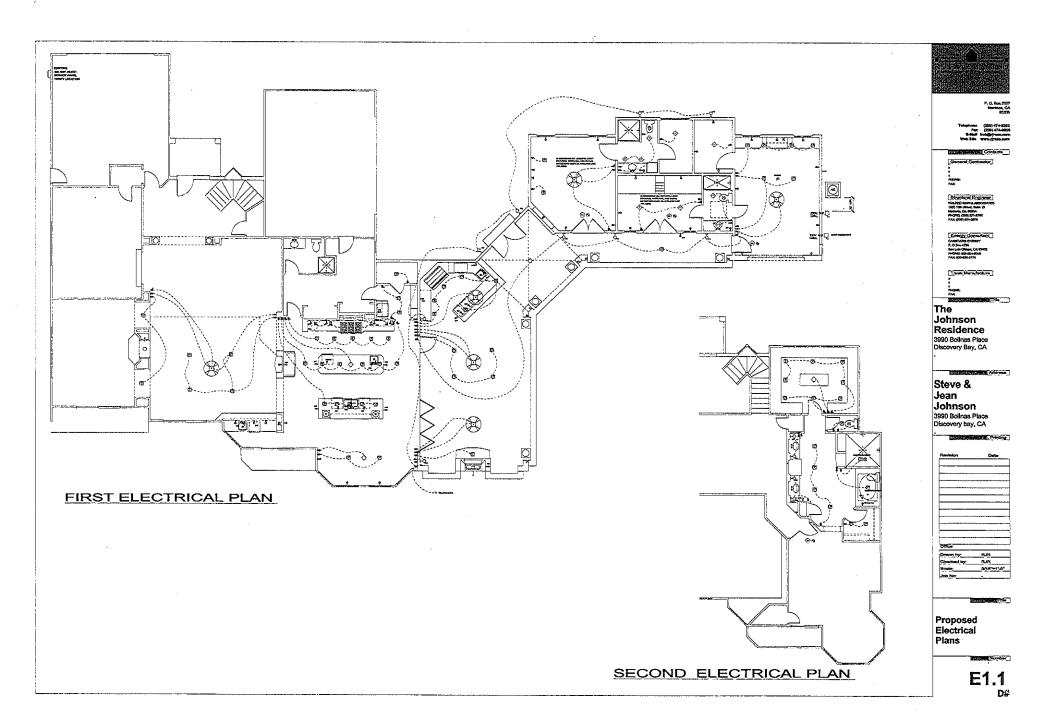


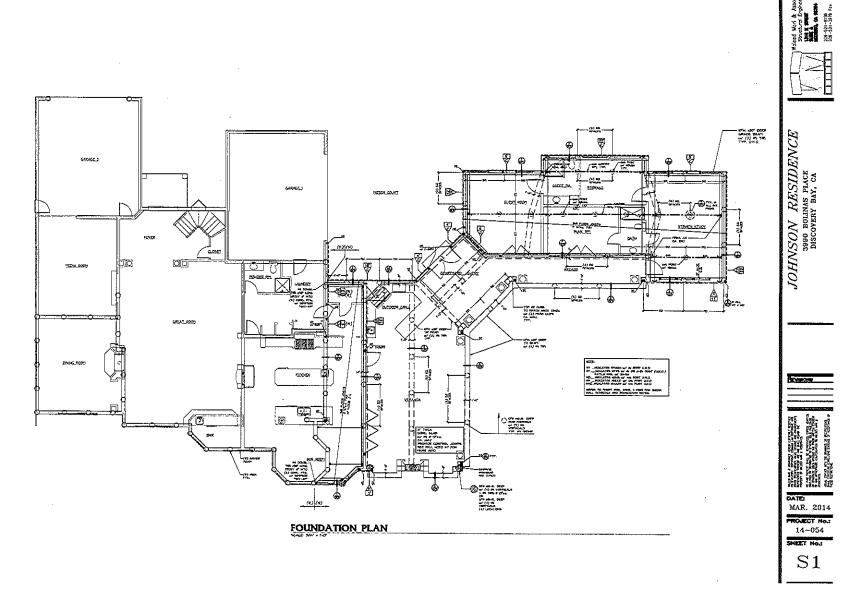


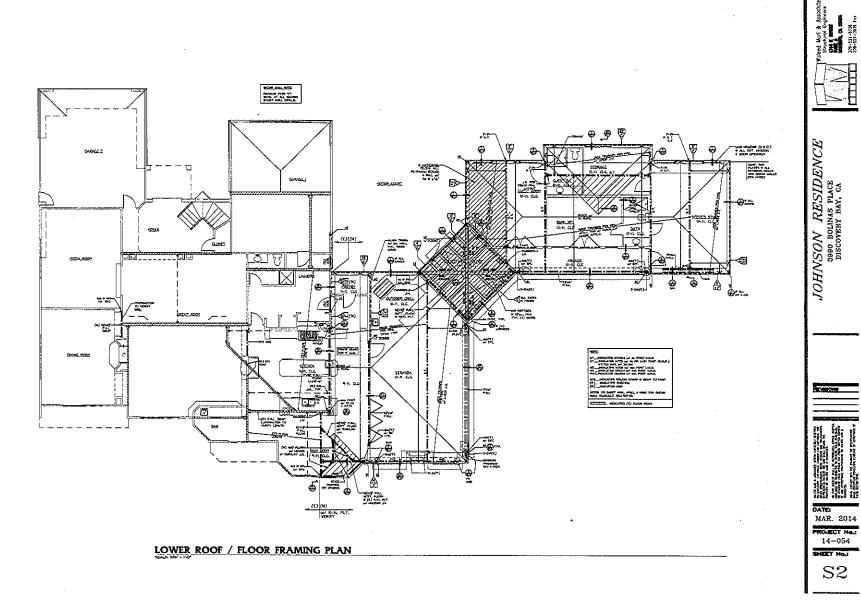


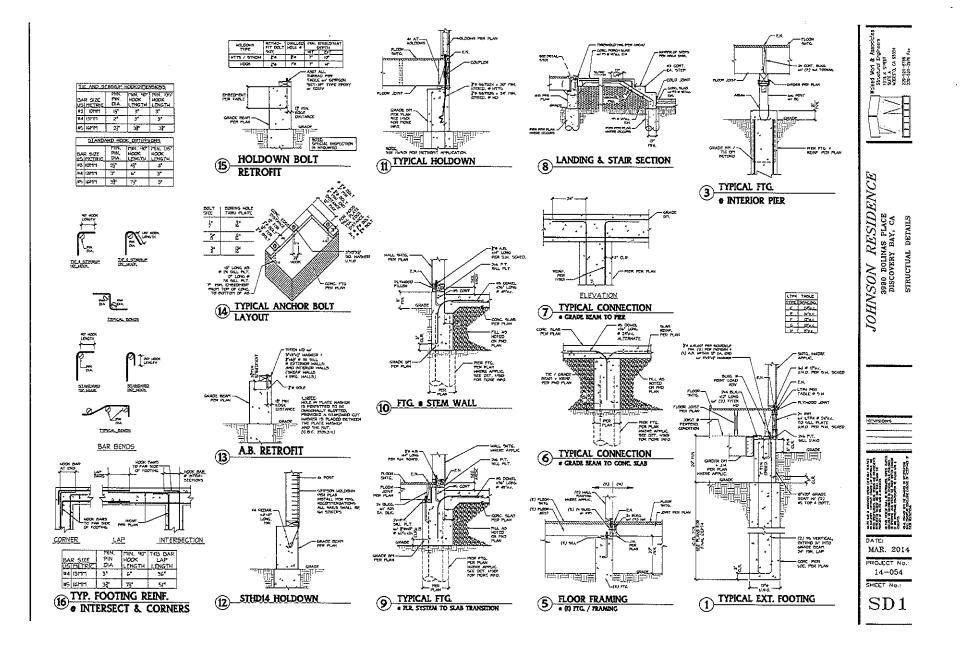


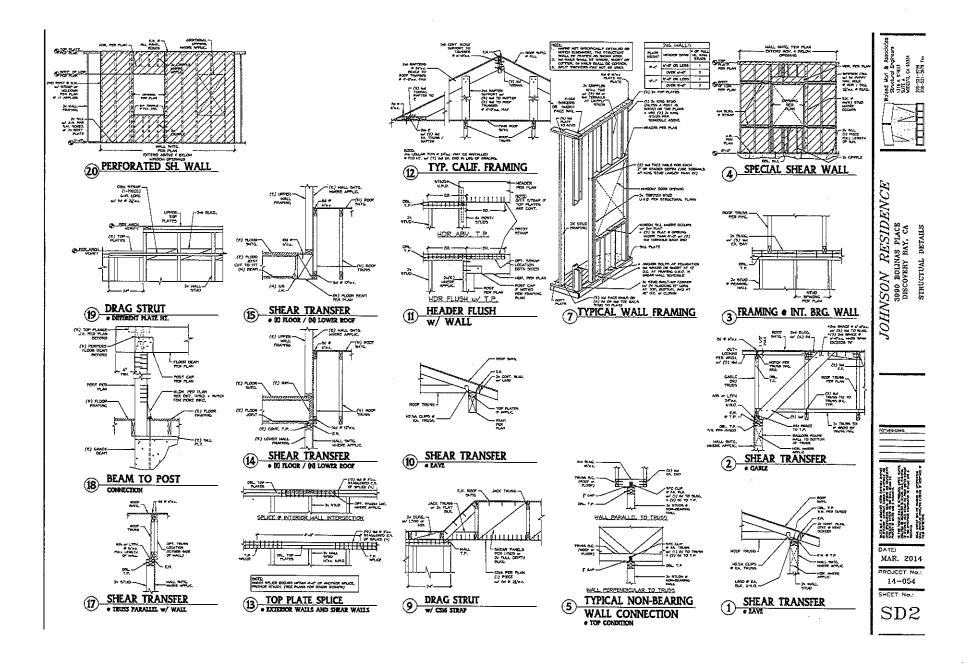
	ELECTRICA	L LEGE	ND		JOB SPECIFIC ELE
BYMBOL,	DESCRIPTION	GYMOCK,	OCSCIONTON		
\$	BINOLIE POLIE BYITCH	0	CATBLACK		
\$3	HOTINIB YAWLE	\$ -1	CILOREIO CIRCUIT CAMERA	1). ALLE-COTOCAL MORE DRIVE OF INCOMPROMENSE WITH THE 2010 EXTENS OF THE CALE-CHING CODE & 2000 CALE-CHINA BREADY EXPENSIVE PRINCIPLES AND ADDRESS OF THE 2011 EXPENSIVE PRINCIPLES OF THE WITHOUT CHINA WITH A STULP ALL MOTHER OF THE ADDRESS OF THE CALE CODE OF T	
\$.	4- WAY BYTCH	8	EXHAUST FAN	DETERMINE LOCATION ON BITE) (DOC 250-00) 3.) PROVIDE 110V A SIF CASI BUPPLY TO FORCED AIR UNIT, PROVIDE A CLICAL EBBONNEGT AT ALL MISCHARCAL EQUIPMET, AND AN OUTLET WITHOUT 25.	
\$_	3 SPESS FAN LIGHT DIMMER SWITCH	0	JUNITION BOX	4.) PROMOG APPROVID (ILL 217 PATEID) CEUMO NIMONE CETECTORIS	
				A) PROMOTE APPROVED DE JE OF WATER) CER AND BENDE DETTECTORES AND PROMOTE APPROVED DE JE OF ACTION CER AND BENDE DETTECTORES AND ACTION OF ACTIO	
5 ₀ \$ ₀ \$ ₀	BRAITCHESS W CINAMER	<u> </u>	NTER COM	B) DAMER ALANG BYALL BE PROVIDED IN ALL REY CONSTRUCTION (COATED RESCRICT RECEIPED RECORD, OUTSIDE EACH STANDART SLEEPING AREA IN THE INHERDATE VICINITY OF THE BEDROOMS, AND AT RACH ADDITIONAL PLOOR OR BASEMENT LEVEL. (CHIC (1914.)) IN INNEW RULDINGS, MICHEL ALANGS SHALL, BE RETEXCONSISTED AND ANSWERDED, (CAY, O. 194.4.)	
#	110 VOLY OUPLEX RECEPTICALE	ю	#PEACERS	PROVIDE APPROVIDE (ALTOHOUTE PATTIC) CARBON MONORIOR ALARMS; NI MATERATORS, REPARTS AND ADDITIONS OF EXPRESS OWNERS IN INTERCONPORTING \$1 (on CARBON MONORIA ABUM ARE DESCRIPTION AS CARBON ADDITIONS.	
=0	220 VOLT OUPLEX RECEPTICLE	0	BMGMGJ:R TIMER CLOCK	A) PROVIDE APPRIVATE REPORTS PURTING LARGEST MANDES CANADAS PURTING APPRIVATE APPRIVATE REPORTS PORTING PROVIDED BY STATEMENT AND APPRIVATE REPORTS AND ADMITTANT OF THE PROVIDED BY STATEMENT AND APPRIVATE PROVIDED BY STATEMENT AND ADMITTANT ADMITTANT AND ADMITTANT AND ADMITTANT ADMITTANT AND ADMITTANT ADMITTANT AND ADMITTANT ADM	
==© w=	110 Y WEATHER PROOF DUPLIER RECEPTIBLE	0	LOW YOLTAGE TRANSPORMER	APPLIANCE AND RECORD LITTLE THAT HAVE AN ATTACHED GARAGE, JETS RESIDENCE TO EACH ACCOUNT AND ACCOUNT A	
==© an	110 VOLT ON GROUNDFAULT INTERRUPT CIRCUIT		LICHTED STREET ADDRESS	6) IN NEW BULDINGS, CARRON MONORDS ALARIAS BHALL DE RETERCONNECTED A MARDY RED. (CRC R15.1.1 & R016.1.2) 4.) PROVIDE PERMANENT CARTO, CUTLET & USAN FRATURE & ARTIC PURMACE OF APPLICABLE), LOCATE LIGHT SWITCH & ATTIC ACCESS DOOR.	
=	NZ HOT OUTLET	⊕	TELEPHONE JACK & FLOOR	7.) ALL OUTLETS IN CAVAGE, BATHYROOMS, OUT OF BOOMS, AND WITHIN THE INTOHIN SHALL HAVE OF GENCLIF PROTECTION.	
•	110 VOLT RECEPTION OF LOOR	-0	APICAL PURPOSE	E.) PROMODEREMANTE CIPCOUT FOR ALL ANTICIPATED LONG URLES GREATOR THAN 20 ANIMA. 204 - TO CA. 304 - TO CA. 304 - TO CA.	
		-	RECEPTAGLE OUTLET		
	4 PLEX OUTLET	٥	CERLING MOUNTED HALOGEN LIGHT FORTURE	B) AU, 19 A 20 AMPTICE RECEPTACIES SHAU, USTED AS TAMPER RESESTANT IN DYSELING UNITFAMELY, DORING, LYANG, PARLONS, LIBARRICE, DORIS, SECROCHIO, SUPPOCHIO, RECORDING, SUPPOCHIO,	
\$	CRILING MOUNTED INGANDESCENT LIGHT PIXTURE	<u>@</u>	CARRON WOMOJODE ALARM	10.) PROVIDE A MAIL OF (1) 20 AMPERG CRICLIF FOR BATHROOM(2) RECEPTACLE. SUCH CIRULT SHALL HAVE NO OTHER OUTLET RECEPTACLES, THIS CRICLIF MAY BERYE MORE THAN ONE BATHROOM, [CRC 210-Z04)	
•	CETLING MOUNTED FLOURESCHON' LIGHT FORTURE	TH	THERMOSTAT	11.) PROVIDE A MARKUM OF 250 AMPERE SHALL APPLANCE CROUTTS FOR THE RITCHEN COURTER TOPS, BUCH CRICUITS GIVEL HAVE NO OTHER CUTLETS, LONGO SHALL BC SALANCES, [250 279-529) [2]	
-¢₀	CEILING MOUNTED INCANDESCRINT LIGHT PROTURE WESTANIAL-ON OCCUPANCY SERSOR	4	CEILING MOUNTED 1250 LIGHT FORTURE	12.) LIGHTS IN CLUTHER CLOSETS TO COMPLY W/ CED 419-8.	
	CEALING MOUNTED INCAMDESCENT FIRTURE WI MOTION	₽-Ø>	WALL MOUNTED LED LIGHT FOCURE	13.) ALL KITCHEN COUNTIER BURVACKS OUTLIERS GHALL BIS CHILT 14.) CRICLET FOR NATHROOM REFERVANT FOR MAY BE ON THE GARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR NATHROOM REFERVANT FOR MAY BE ON THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET AS CHILD AS THE CRICKET FOR THE CARLE BROWN CRICKET FOR THE FOR	
	RENDOR + PHOTO CONTROL			44.) CRICUIT FOR INSTINCTON RECEPTACION, MAY BE OFF THE SAME BRANCH CRICUIT AS LONG AS THE CIRCUIT DODG NOT EXCEED IT'S MAX, AMPERIAGE, OTHER ASTHROOMS CANNOT BE ON THE WAY. CRICKING THE WAY.	
5-Q-	WALL MOUNTED INCANDESCENT FORTURE	<u>@</u>	RECERBED LED LIGHT FORUME	15) 4 WHAT GROUNDED RECEITMANE AT RANGES, DRYDES & OTHER GUCH APPLIANCED. INVALL COMPORE TO THIS DES ARTICLES 200 & 422 FOR PROMIS GROUNDING 16) PROVIDE ELLIMINATES ACCRESS RISK BO IT COLUT DE SEZH PROMITIC STROET,	
ა-Q _F	WALL MOUNTED FLOURSSIGENT LIGHT FEXTURES	9D/	DIRECTIONAL RECEISED LED LIGHT FOOTURE	17.) RESECT @ ALL EXTENSION OF OUTLETS.	
⊶¢₀s	WALL MOUNTED INCANDESCRINT PROTURE WE SANUAL-ON COCUPANCY BENSOR	₩	ONE LIGHT UNDERGUPBOARD LED FROURS	THE DILLERS SHALL PROMOSE THE ORDERNAL COCUMANY WITH A LIST OF THE MEATING, COCUMD, WATER HEATING, LIGHTING SYSTEMS & CONSERVATION OR SOLAR DEVICES INSTALLED IN THE DILLERG AND RESTRUCTIONS ON HOW TO USE THOSE OPPOSITELY.	
о⊷ф _{ме}	WALL MOUNTED INCAMORRIGENT FOCURE WI MOTION BENSOR + PHOTO CONTROL		3 LIGHT UNDERCUPSOARD LED FOITURE	16. ALL CONCIL, BRIDGE PARIE, 16. AND TO ANAPORE SENVICH CRECUTS BUPYLYING CUTLETS INSTALLED BY DYBULEND WET FAILY MODIES, CRINING ROCKE, LYANG MODIES, LEGALES, TOPES, CRESSON, CRINING ROCKE, LYANG MODIES, CLOSETS, NULLHAVIR, CONSIDERATION FOR SHALL BY MOTIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY MODIFICED BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FOR SHALL BY A LISTED AND FAULT CRECUT INTERBUIPTER, CONSIDERATION FAULT CREATION FOR SHALL BY A LISTED AND FAULT CREATION FOR SHALL BY A LISTED AND FAULT CREATION FOR SHALL BY A LISTED AND FAULT CREATION FAULT CREATION FOR SHALL BY A LISTED AND FAULT CREATION FAULT CREATION FAULT CREATION FAUL	
3	RECESSED INCANDESCENT LIGHT FUTURE	Ф 	PENDANT LED LIGHT POTURE		
® os	RECEBBED INCAMORDODYT LICHT FOTURE W	p-©	WALL MOUNTED LITE LIGHT FORTURE	20.) ENAUGH AND INKLE DE PROVICED IN ACCORDANCE WITH THE RECURREMENTS IN TABLE 44, CANUET MAKEUP ARE CHALL BE PERMITTED TO BE ANY COMBINATION OF OUTDOOR ARE RECORDINATED AIR, AND TRANSPER ARE, PER CALC. BESTION 4037	
	MANUAL-ON OCCUPANCY BOXGOR RECESSED INCANDESCENT JUST PROTURE W/ MOTION	- 6	THE MOST TO BE DATE TO THE	21.) FLUCKENCOM AND INCANDESCENT FORDINGS AND NOT TO BE OWNTONED TO OFFICE	
⊚мв	SENSOR + PHOTO CONTROL			22.) POTUVEZI SERIO TO MIEST FROCUREZEROTE SHAUL NOT CONTAIN MEDILANDASE (INCANDEDICENT LAMP SOCKETS. 23.) REQUIRADADYS FOR RECEPTACIJES SERVING COUNTERTOPS	
Ø	RECEBBED PLOURESCENT LIGHT FORTURE			IN PRICEPIAGE OUTLETS BAALL NOT BE HETALISD IN A PAGE UP POSITION IN THE WORKSURPACION. IN RECEIPAGE BRAIL RECORDED AND RESIDENCE SHIT NOT	
@	PEAT LAMP ONLY			MORE THEN MY AROUND THE COUNTRYTON PLECTION MALERONY) c) RECEPTAGE OF THE THE MALE ME PROMITTED TO BE MALERTED NOT MAKE THE MALE ME THE THE COUNTRY THE TO THE MALER THE	
(C)	DRCTNL RECESSED INCANDESCENT LIGHT FOITURE			COUNTORIOP DOBE NOT EXTEND MORE THAN IN BEYOND [THE SUPPORT MARE, SECTION 210-80169) EXCEPTION)	
	FLUORISCENT FOOTURE			HIGH OF THE PROPERTY OF THE PR	
4	BTARR LIGHT			23) RECOMPANY FOR RECEIVED IN SERVING CONTINUED TO MAN SECURIORIST IN A PROCESS AND SECURITY OF THE SECURITY O	
	WALL MOUNTED SCONGS FOTUNES			22). NO PARTS OF CORD CONNECTED PRITURD, HAVING PIXTURES, TRUCK LIGHTING, PENDANTS, OR COLLING FANS SHALL BE LOCATED GRECTLY ABOVE THE TUR AND WITHIN A ZONG MEDICAL PROPORTIES AND WITHIN A ZONG W	
		<u> </u>		23) GENTRAL HEATING SQUIPMENT OTHER THAN FRED ELECTRIC SPACE-HEATING EGETIPMENT SHALL BE SUPPLIED BY AN HEATING SQUIPMENT OTHER THAN FRED ELECTRIC SPACE-HEATING EGETIPMENT SHALL BE SUPPLIED BY AN HEATING AS HEATING AS C	
-O-	ROPE LIGHTING	ļ <u></u>		24.) CELING BUSPENDED PADOLE PANS AND PANALIGHT INSTALLATIONS BHALL CONFORM TO CECS14,27 (0) AND 422.16.	
-0-	TRACKLIGHTING			ZA) THE RISTALLATION RISTRUCTIONS FOR ALL LISTED COLUMNENT SHALL BE PROVIDED TO THIS FIELD RISPECTION AT TIME OF REPRECTION. ZA) A REPARATE DAMAY CIRCUIT IS REQUIRED FOR THE LAURINY.	
0₽	THIN BULL WALL MOUNT PLOGG LIGHT			27.) APPLICABLE FORTURES MUST 1905T 2005 ENGIGE STANDARDS.	•
o∳ _{Ma}	TWIN BUILD WALL MOUNT PLODG LIGHT W/ MOTION BENSOR + PHOTO CONTROL			76) Promide an electrocal fond between the hot, cold and gas lines at the water heaters.	
(34)	CELLING FAN				
	CEUING FAN WEALIGHT FORTURE(S)				
	CEUNG FARWAUGHT PRITURE(S)				
(H)	BY A MANUAL ON OCCUPANCY BINSOR				
⊡ Ø	HEAT LAMP W/ SORALIST FAN				
<u></u>	FLUORENCENT PUTTURE W/ EXPLAUST FAX				
©	DÓON BELL				
D∢	TELEPHONE JACK				
•	BMCKE DETECTOR				
					•
<u> </u>	TYOUTLET				
다	226V W.P. DISCONNECT	'			
0	BLECTRIC MOTOR				

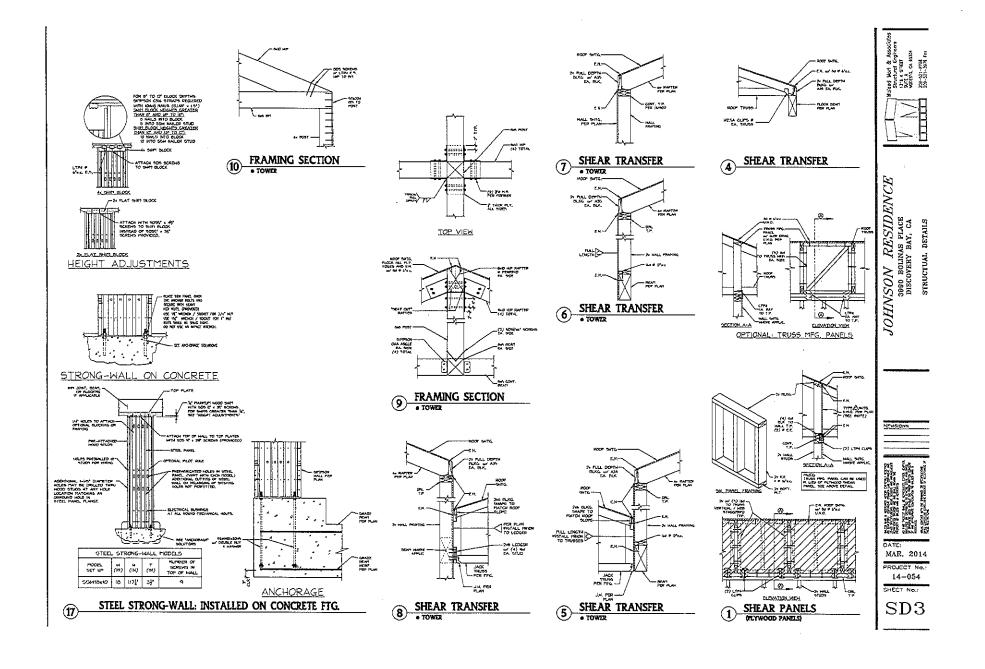


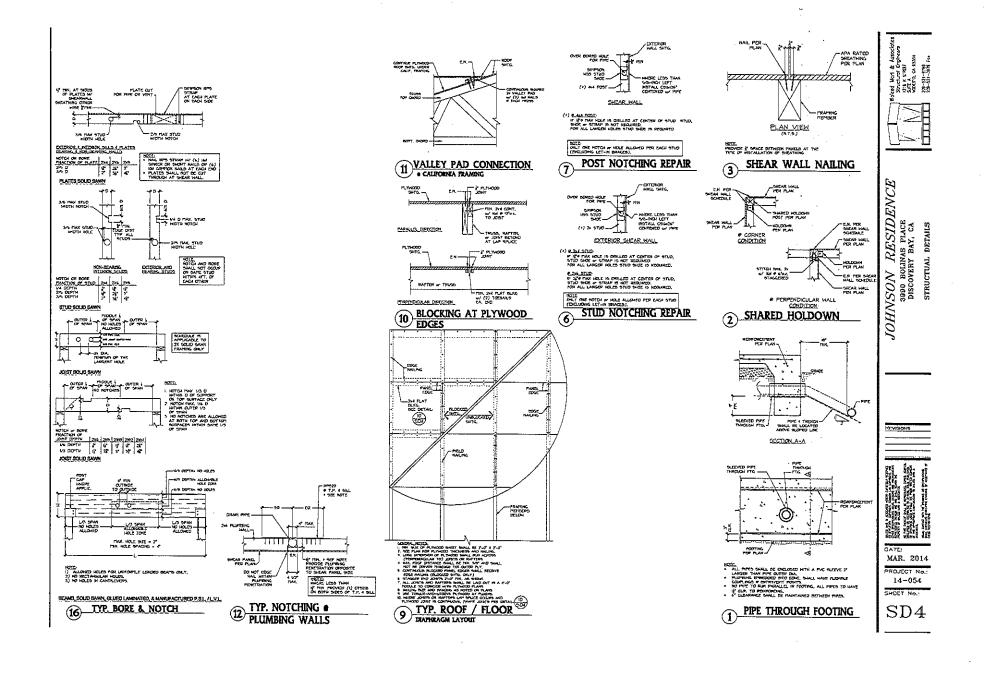












GOVERNING CODES

2013 C.B.C. DESIGN LOADS

ITO TIPS, EVP. C. WHO PRESSURE FOR CONFIDENTS & CLASSING DESIGNED BY OTHERS,

BYTE CLASS DI HOSE CATINGONY 21 CATEGORY D

506 - C.N. F - 68, 1-1.5 Ve Bane Saltad - 8 (1904) STRUCKAL LONGS

400" UL - 20 FM

PLOOP DL: IA PA

GENERAL SOIL NOTES

- BOLL REPORT BY
- If is the representity of the contractor to provide administration and suffect of all temperate construction and partially complete functions of the lower. Contractor are responsible for protection of adjacent ented suppaces, utilities, and structures.
- 3 ALL ELECTRICAL, PLUMBAS, AND UTSLITT TREPORTE SHALL BE GACK PALED AND COPPACTED PER CIPC SECURITIES AND COPPACTED PER CIPC SECURITIES AND COPPACTED PER CIPC SECURITIES AND COPPACTED PER CIPC.

GENERAL NOTES

- Companion of Structure, Drammes with anontecture, Prolunce, MO Electrical Drammes with reference to Nationals, Latout, Drinsches and Elecation Shall de Prob Ry the Govern Contractor Devors STARTING HONE, and Discretances shall be repented to the Respects
- ALL HORK SHALL SE IN ACCOMMENT WITH THE C.S.C. AND ALL PEDENAL, STATE AND LOCAL MAPPET OFCHMANCES IN EFFECT AT THE THE AND PLACE OF

- CANTRACTOR ADDICA-POOR "IS BY THOROUGH," PANILAR WITH THE PLECING BITS CONDITION, GRADES, ETC., WHIT THE DEVELOP AND PRECEDIATION, WITH THE SECURITY REQUIREMENT, DELIVERY, PACIFIES AND ALL DIRECT HATTOR AND CONDITION WHICH THAT APPECT THE OPPRATION AND COMPLETION OF THE WORK AND ADDITION ALL PROST THE OPPRATION AND COMPLETION OF THE WORK AND ADDITION ALL PROST THEOGRAPH.

GENERAL REQUIREMENTS

- I. WORK PERFORMED SHALL COMPLY WITH THE POLICHING GROUNL RECUIRGIBLES UPLIED OF TEMPORAL PRODUCTION OF THE PERFORMANCE.
- CALIMONIA BURDING CODE 2015
 ALL AMBICANEL ECCAL, STATE AND PEDERAL COOPS, ORDINANCES, LANS, REALABORS AND PROTECTIVE COMPANY'S COMMINIOR THE WITH OF WORK,
 STANDARD ORDINATIONS OF ANTH AS NOTICE URBON ANY PEDMINED BY THE SPACHOS COOPS OF CALL 2013.
- 2. HI CASE OF COMPLET, THE NONE STRINGERY REQUIREMENT SHALL SOVORN ON BITE VERIFICATION OF ALL DITIERONS AND CONDITIONS SHALL BE THE INSTRUCTION AND SUB-CONTRACTION, HOTED DITIERONS TAKE RESEMBNET ONE SCALE OF DRAMINGS.
- CARPI ENGINEERING OF ANCHITECT OF RECORD IS TO BE NOTWIND INTERDATELY BY THE CONTINUED RECORD ANY CUESTION ANDS PERTAINING TO THE HORK INFOLIED IN DRAININGS ANDOM SPECIFICATIONS.
- THE EDSIGN, ADDILLATY, AND PAINTY OF PERCENCE RESCRIPE, MICHIGAN PROPERTY OF THE PROPERTY OF THE ADDITIONAL PROPERTY OF THE ADDITION OF THE ADDITIONAL PROPERTY OF THE ADDITION OF THE ADDITIONAL PROPERTY OF THE

REINFORCEMENT

- HE OF SPEAKING MEETING WHILL GET IN ACCOMPANIES WITH MEG, OF AGTH AGES, GRUNDS 40.
 HE OF CHARGES SHALL BY CHARGE FOR THE HIRES TO BY 45 AND ON HONVIER BLACK
 AMERICAN CHARGES OF THE HEALTH SHALL BY AND AND A

- REMOCRACIO DANO SANLL NOT ESI BESO CIR SARAMENTADO ALA MARRIE MACHALLE PARAMENTADO ALA MARRIER MACHALLE PARAMENTA PROCESORIO. THE SCHEME DISTINCT DESTRUCTS INVESTIGATION AS A CAVER SWALL BUT BY LINK THAN PROCESSING THE SWALL BUT BY LINK THAN PROCESSING THE BANK OF ONE AND LINK HERE PROCESSING THAN PARK OF ONE AND LINK HERE PROCESSING THAN PARK OF ONE AND LINK HERE. THE STATE THAN PARK OF ONE AND LINK HERE.
- ANY PRINCESS OF PORTIONAL ANNA PARIL, IT HE PROSPECT DESIGNATION OF THE PARIS AND PRINCESS OF THE PARIS AND PARIS AND PRINCESS OF THE PARIS AND PARIS

ROOF NOTES

- COPC, THE (ORDER, DAKE) OF PAPER FELT PER ARCY OF \$ 490 RATED SHEATONG.
- HALL MODE INTEREST Y TRUSSES IN LIFE WITH DITBURK WALLS OF SHEME WALL MODE INTEREST Y TRUSSES IN LIFE WITH DITBURK WALLS OF SHEME WALL
- HAL SHEAR MATERIAL HETH (2) ROME OF EDGE HALLAG TO ALL POSTS ATTO TO HOLDOM ANOMERS OF STEARS,
- MATCHED AREA INDICATES CALACIENIA FRANCIA MY 266 IS 2574.

 STITUMO ALL ROOF FLYNDOO REACH CALIF. FRANCIA AREA AND EDGE
 MALL TO GEAT ON PORPHETEN HALL RECORDING

ROOF FRAMING NOTES

- ROOF_BREATHING
 1" APA MATED THEATHING W/ 52/46 THAREL HIDEN, ENFORCES & MALING CHANGER & LONGE MINISTER LIVE & EDGE MINISTER LIVE & ENGLE
- PROVIDE CON EXTERIOR PLYHODO AT ALL HODY EVERHANGS
- APPLY BUTG, WITH PACK GRAIN POSTEDIO-CIALAR TO FRATING JOHF HANGERS AND OTHER FRANKS, AND ONE WHALL BE SHIPPED OF BOLAND HOTALISED FOR THAT, LOAD RATHIS HER HAMPHOTURETO HARTEN HOTELED AND HOTALISE REPORTED.
- 4. ALL HEADERS GREATER THAN 4-0 AND 4-4- SIALL BE DEED
- TO CHECK PERSON BEARING HALL
- 3. FROMOS HAY GAP DETHERS SHEATHING
- ID DO NOT BREAK PACE OF PLYHOOD HARN NAUNG
- If HALLING DY RICH ENEXTHING GHALL BE PROPECTED BY THE BUILDING OFFICIAL PRIOR TO ROOF CONCENTIONS

FLOOR PLAN NOTES

- All SOTROS NESS BHILL RE 200 F Black DEPS or BELLER (URG.)
- 2 HL DOTTON HALL DISCUSS SHILL BE, 24 S WALCHN, OPPE & BOTTON (2) 24 S WALCHN, OPPE & BOTTON (2) 24 S WALCHN, OPPE & SOUTH
- AL PRIMARE REMAINS MALE MAN LINE.

 4 JAMES NOT DE MOMENTS (UND) NE TO MOMENTS (UND) NE TO MOMENTS (UND)
- " SHE A ROY DS AS BESTER THE TO SEE TO SEE ON (ON TO SEE
- ALL DEARNS WALL EXCEPTION AND BEAUTY CHEADERS SHALL BY
 a man to a so so you as an ending.
 and OFF A Be settle.
- . ALL ANGLES OTHER THAN 40 DESPETS SHALL BE AS DECREES (UH.D.) CAMER ALL SHOW HALLS TO INCOMING OF MOOF PRANTING (UNIO.)
- A PRINCIPLE AND STREETS OF THE PRINCIPLE OF THE PRINCIPLE

- IS ALL LISTERY WHALL BEAR AN APPROVED HATTING STATE IT. CAP HALL TOP CLATE SPICE # ALL EXTENSOR HALLS AND SHEAR HALLS 4'-O'
 THI W (12) Hid. SEE 197607.
- 17 STROS, PLATES, SCAPS, AND BLOCKING SHALL HAVE HS SIAK, POINTURE CONTEST.

- ALL ALL ACTIONS AND A STATE OF A
- ALL LUTTERS IN CONTACT HITH CONCRETE SHALL RE P.T.-D.F
- 17 PROVIDE ANGIGE BOLTS POL POLIDATION NOTE IN.
- ALL HAILD, CLIFO, AND HANDAME IN CONTACT HITH PRODUCE TREATED LUTINER OR SHOOLD TO HOATHER THAT DE HUT DIFFER-MAYAMORD ON DIAMENTO STEEL.
- Bos naung (I.N.) hotaton on structural ditals of place Radell-Apprel bilandes indicato de gree undo for sidere hall sofidace indicatos de gree undo for sidere hall sofidace indicatos de gree undo for serving place indicatos de gree undo for serving place indicatos de gree undo for serving place

FLOOR FRAMING NOTES

- PAGE LIFERENCES

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- ID, W. C. B. BLYD ON COLLADON WATCHER WATCHER
- OPTIONAL
 ON PLANKOP PING SHARK SALLS
 TO SUP-NEW PING SHARK SALLS
- 2. PROVIDE HIGH-REAN SLOCKING AT SPANS GREATER THAN 6'-O' FOR 24 CONVENTIONAL PROFINED.
- NABLING OF SLOOR SHEATHING SHALL BE REPECTED BY THE BUILDING OFFICIAL PRIOR TO FLOOR CONCEAUTERY.

FOUNDATION NOTES

- . NOTE NOT LISED
 - 2. HOTE NOT USED
 - FRISH SPACE WALL PROVIDE POSITIVE CHAMME MAY FROM I
 - PRINCIPLES OF THE PARTIES AND DEANINGS TO COMPLY MITH CITY.
 - VEHITY ALL DIRECTIONS AND LUMP COMMITTEES HITH ANCHYRCT PRIOR TO LUMPROLITICAL.
 - DUDING SLAT BROWN STRUCTURE SHIPL OCCURS SHALL BE IF CONC. SEAR OF MY PURS. FACH HAY CONTESSED IN BLAS OF 7 SHIPD OF BAHR, ATRIO HEARY VARIES RETAKTORS OF A-HICK THE GRAVIES, FILL OF COMPACTED NATIVE SOIL.
 - PLATHCHE, SLAB.
 SHIELL BE FOR LINDSCAME I CAME DRAWINGS HT OTHERS. COORDINATE DETAIL.
 SHIELL BE FOR LINDSCAME I CAME DRAWINGS HT OTHERS. COORDINATE DETAIL.
 - SLAD, FOOTINGS, AND STARRS AND DESIGNAD FOR TYPICAL FLAT PAD CONSTRUME, SHERE SITE CONDITIONS RESIGNE VARIATIONS, NOTWY ARCHITECT AND CAMER FOR REVIEW.
 - III. ALL HAPCHARE SHALL BE "SITUTION" OR APPROVED BOUN, CONSCITOUS AND INSTRUCTO PER PARTICIPATIVE HASTINGFIGHTS.
 - AND TALL CHIEF CHIEF AND PROPERTY AND TALLIFORM.

 AND THE CHIEF CHIEF AND PROPERTY AND TALLIFORM.

 AND THE CHIEF C

 - H HOLDOWIG ARE GROWN FOR HOTTHSING CHLY SEE ROOP AND SLOOK STAN FOR ACTUAL LOCATION
 - IN. HOATH SHOWS ARE IN REPORTED TO VERTICAL LUMPS OUT SEE FLOOR FLAS FOR ACTUAL DISTRIBUTE.
 - P. 2rt RECEIPED P.T. G.P. MONUL & ALL EXTENSE DOORS
 - ALL HOOD IN CONTACT WITH CONCENTS SHALL BE THY, DIF.
 - IS PROVIDE INFLARM TLAYER & ALL COMMENCET LOCATIONS ON PERMETER DRAWAYS DESCRIPT AS PROMISED FOR SOLES REPORT.
 - CONCRETE, MALLION, MACHINE, MACA, P. MACA, AMERICANS OF MACA, MACHINE, MACA, AMERICANS OF MACA, MACA, P. MACA, AMERICANS OF MACA, MACA, P. MACA, AMERICANS OF MACA, MACA, MACA, P. MACA, AMERICANS OF MACA, MACA,
 - 20, HE OF GROUND RESERVE SHALL THE HE ACCOMPONIES HETE THAT OF A 57th ALSO, GRADE AC SEAR LARGEST SHALL BE GRADE OO, THE HERES TO BE US ON, OR HEAVING RUCKER, AMPALED DOMES OF DE HELDES WHILL BE ALREAD AND
 - 21. Heavily concerns cover over standardness will be subject for con-
 - 22. ATTACHPER FOR TOMBER METERS HALL SHALL SC. SELF ON 124-05 AZ LOS CURL OF AN SAC NOR ENG 2240 (INC. 2 PER OPTION). AND 4" FROM EACH SIDE 4 SPICE.
 - TA PROMOTE TWO-F CUP & ALL OFFEROR HALLS LESS THAN IF LONG
 - 4. PROMOR NOT AND COLD HEATHER PROTECTION,
 - 25, leaded attropic and hittle includence was translated at time of from RETRIGHT (ROLDON) AND A PE ALL THREAD OF ON IN DRESSHOTS, SHORT WITH ICC TRANSLAG (REPORT, REPORTED IN SPEZIARED, ACS BETAL GASON) 26, CONTROL OF THE A GASON (AUL).

 - 36. MEPON TO DETAIL IA/SOLFOW TYPICAL ANCHOR SOLF INSTALLATION 24. PEPER TO DETAIL IMPA FOR PIPE THRU FOOTING REGISTER

- FABRICATED WOOD TRUSS NOTES
- I, A COTPLETE SHOP DEMANDS BURNITTAL SHALL SE FIADE TO THE ADDITION AND DURLINGS DEPARTMENT FOR APPRILADE, PINCE TO FACRICATION, HATCHIALS, DESKIN, FABRICATION AND STRETTON SHALL CONFORM TO DESKIN SPROMEATIONS FOR LIGHT NETAL, FLATE COMMITTED HODO TRUMSED (TH) LATENT STRIPM AND THE COX 2005 SPRITTON AND MY APPLICABLE LOCAL CODEN
- TRUES INC. SULL DIRECT PHIEN FRANK-ORC OF GABLE INC. TRUES SO THE INTERNAL PRIVATES ON NOT CRESTRUCT WHIT VINITS, DEC REVATIONS FOR JOLLY VINITAL PRIVATES OF NOT CRESTRUCT WHITE, DEC REVATIONS FOR
- A. ALL ROOF TRANSCO SAME, HE SPACED & 20'A.A. AND BUILD, INCLUDE RAPTHY TALLS (EXTENDED TON ELAPIS) & EXTENDED EDUCTO WHERE NO CALIFORNIA WASHING DOCUMS (LEDIC).
- ALL COLLECTOR TRUSSES TO BE CONNECTED TO WALL FOR PLATES HITH \$2540 DUTY UNIO.
- BTESL METAL PLATES CONNECTONS SHALL BE IDC APPROXED AND DALVANTED.
 SALVANZAIG SHALL CONDITY WITH ASTTI ASS, G-60 CONTRO. f. CAPPARE FOR TOP AND BOTTOM CADEDY GAMEL OF DEVO ON BESTER ALTERNATIVED FIAT BE INDED HITH THE ENGINEER'S APPROVAL.
- 4. ROOF TRIES PANAPACTURED SHALL DESIGN ALL GABLES FOR OUT OF PLAN HORD LONGING. IG. THE PROMUNICATIONS SHALL BE REPORTED FOR CHARMING ALL PASTERERS, LIBET MARGINE AND ART ADMITTONIL HAPPHANE TO SUPPLIED THE TRUSKS.
- THE TRUBS PARAPACTURES SHALL RETAIN THE SERVICES OF A LICENSESS ENGINEER TO DESIGN THE THIRTHS AND THEIR RESULTING MAYORITH, THE PROPERTY OF THE ADMINISTRATING PROPERTY OF THE ADMINISTRATION DESIGNATION.
- 17. DACK TRUBE BIALL BY HAVED ARTICLES (A.). (MADE USPACE) FACE (7.2. ORDER LOADS (7.3. SPACES OF TRUBES)

SPECIAL INSPECTION REQUIREMENTS

- THE CHARD HALL HYPLOT A TENTING MADICY TO PRODUCE HOPERTYCH AND CONTROL OF THE CASE. THE CONTROL OF THE CASE OF THE CASE

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		TO HEAR.	SOLE PLATE		ATK	TE POWENTION BASE		DOM: OF	504	CHG.	HE-LANK A
YES	SHEATHING "	POW HALL	ON THE THEFT	ЩÇ.	TOLE	MORENT "	COM.	FASTMER	EDG4	PELO	ANTI-MOUS.
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Δ	EDE PLEASON	164 P 4'0,c,	LTPA # 30°ms,	р×	270	F-V AD	Mes.	N COTTON	Une,	17'04.	ANALE PERSONAL USE USE ANALES PER
Α	NOT USED										
Δ	CIENT PL THOOD	Md # Pax	LTP4 # 20"AE.	711	7×	THE AS	W'ez		٠	15°04.	CALL NO.
Δ	P CON PLYSCOD PORTUGUINE PURE PE	Md ♥ 5'dx.	L174 - 4'e.c.	74	2%	THU AR.	ww.	na COTTON	ros.	17'04.	A SPA TOWN DESCRIPTION OF THE PARTY AND ADDRESS OF THE PARTY AND ADDRES
A	CON MITHORY CHROSINE COS.	14. 2 3 4.4.	L174 # 12'04	2×	274	PARK AD	19'44.	M COPPLEN	roc.	Her.	Fabrica Sale Fabrica
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- NOTES

 OCCUPATION AND PROPERTY FLORE FOR SECURITY AT SULFAR MALL

 2. ** REFAIL, AND RECEPTIONS FACES FOR COMMISSIONERS OF ADJUSTED HALLS AND PROPERTY.

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ALT.	ALTERNATIVE		HIGH	5×	BACAM HALL
APR	AMERICAN	HLDN	HOLOGIer	52.	TOWARE
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54,	UKATI .	INT.	INTERNOR	T.C.	TOP CHORD
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D#4	ROLPHITT NAILING	(K)	KING STUD	T.F.	TOP PLATED
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	CODE (CUPPERT)	TAF	LATIRATED VENERA LUMBEN	TY-	TIPICAL TYPICAL P EACH
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દા	TOOL SHUKES	HB	MACHINE BOLT	41/4	HITHOUT
C-J	CONSTRUCTION JOHN	U.C.	PANUFACTURE	1	WOR PLANGE STEEL LINEAR
D.F	DOUGLAS FOR	170	CONTRACTORE	1	
DIR.	DIFFECTION			1 2	POUND DIAPIETOR
De.	COTANGE	N,T.0,	NOT TO SCALE	13	CONTINUE
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ONG.	CHANGE	0.8,3,	DISCOURTED STRAND POWED	(t .	CONTROL HIS
(E)	EXIDING	PERPEND PAF	PERFERDICIONAL	Ž	ANGLE W DEGREES
ii.	SACH	Par.	POLADS FER SO, NOOT POLADS FAR SO INCH	١:	
E.L	SACH PHO	P.S.L.	PANALES STRAND LIFES		TENDOR BLONGATION
PEO.	CHOCONICAT	PLY	PLYMOOD	Δ	PLAN REVISION IDENTIFICATION
5.0	COGE MAILING	F. T	PHENOLINE THISATION	.1.	PERFENDICALAR
89	FOUN.	PLT.	PLATE		- 10-3 Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q-Q
1.9.	SACH SIDE	RDM	PERFORCEMENT	1	
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SYMBOLS



DIFFCTION OF POOP / PLOOP CRECIPIO

APPLICATION NUMBER
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JOHNSON R. 3990 BOLINAS DISCOVERY I STRUCTUAL

TARGET WE SEA OF STREET DATE MAR. 2014

SHEET NO.1 SN₁

PROJECT No.:

14-054

	TABLE 2504.9,1 - FAS	TENING SCHEDULE	2013 G.B.C.
	CONNECTION	FARTENING (4.),(m.)	LOCATION
ı.	JOINT TO SILL OR GIRDEN	S-M COTTON (SPIGIST) S-ST-0005 MILE S-ST M GAGE STAPLES	TORNAL
7	BARDGING TO JOHNT	S-R, M OLOG SLAFED S-D-B12, PMPP S-D-B12, PMPP S-D-B12, M	TOPHAL BACH CHD
ð,	I,M, ONSATOOM ON TERM AG EWON YOUR	2-44 COTTON (3TW0,IST)	PACE NAIL
4	WIDER THAN I'M! SUBPLOOK TO EACH JOIST	(יומעטיקלן ויטירונט ואייב	PACE NAIL
2	2º SUBPLOOF TO JOINT OF GROOK	D-M4 COPPICH (N/MUSE)	BUILD AND FACE NAL
-	BOLF PLATE TO JOINT ON BLOCKING	SH GAGE BYANE & IT'MA.	TYPICAL PACE HAIL
	SOLD PLATE TO JOST OF BLOCKING AT BRACKD HALL PAREL	bree (Spicesor) At wear 4-3'easter House or West	PRACES SALL.
٧.	TOP PLATE TO STUD	P-15 IN GASE STANKS 1-15 IN GASE STANKS IN MAN 1-16 CONTROL (NO. 1) 1-16 CONTROL (NO. 1) 1-16 CONTROL (NO. 1)	PICHAL
8,	STUD TO SCUE PLATE	R-9" IN GAGE STATUES 4-DE COPPER (25/00/04') 4-3"-019" INILIS 8-9" IN GAGE STATUES	TOTANIL
		S-IN COULDN (2), or INA. S-3, IN CASE ALVANTO	TOESHI,
	DOUBLE STUDS	P-K4 COTTON (S)*45,K2*) 3-5*40.40* HALLS 5-5* N CACS STATUES	PICPAIL.
		HE ESPONIES AT 250 C. STACKET HELD OF COM. ST IN GOOD STATUE OF STAC.	FACE NAIL
10.	DOLELE TOP PLATES	D, IN GUCC SUNTE & BAN' RACING MAKE & GAN' MM (MACHINA) WE MAN'	TYPICAL PACE HAS
	DOUBLE TOP PLATES	E-Inc CLARCH (S), HOTEL	LAP SALICE
II,	BLOCKING BETWEEN JOINTS OR RAFFERS TO TOP PLATE	Res Correct (Places) Services (Places) Services (Places) Services (Places) Services	TORNAL
12.	NP JOST TO TOP PLATE	BY H CAGE STATES SHOUSE MAKE IT STALL THOUSE MAKE IT STALL THOUSE MAKE IT STALL TO HE CAGE STANLES IT STALL	TOCHNIL
19,	TOP PLATES, LAPS AND INTERSECTIONS	of he could be completed as a part of the could be completed to the could be completed to the could be completed.	PACE MAIL
L		b-ff in male of states	
I⊕.	CONTINUENDER, THO PRECES	KM COLASON (M.M.M.)	WAL ALONG IDEE
15.	CILING JOHTS TO PLATF	S-S' IL GAGE STAPLES S-S' IL GAGE STAPLES	TORHAL
46,	CONTINUOUS HEADER, TO STUD	A-A4 COTTON CITATURE	TORNAL
17.	CRILING JOISTS, LAPS OVER PARTITIONS (SEE SCITICH ZOTHER & TABLE 2004-0-1)	R-M COPPICE (STATEM') THEFTON TABLE SOCIETAL	1
1	(BEX DOCHER ZERIAR 4 (TABLE (SOCIOLA))	4-S'MILES MAILS 4-5' IS GAGE STAPLED	FACE NAIL
44.	CEILING JOHN'S TO PARALLE. MARTERN (SEE SECTION 2006, M.4.), TABLE 2504, M.4.)	S-MC COTTON (3) OF MAT) THATAN TABLE INCOME. 4-20-0197 MAILS 4-27-14 GAGE STAPLES	PAGE NAM.
eq.	RAFTER TO PLATE (SEE SECTION EXCESS), TABLE EXCESS()	P-D. N COCK STONES P-DN COLLINE (1), DINA.)	TORNAL
20	I SHOUGHAL BRACE TO EACH STUD AND PLATE	2-06 COTTON (X)'+0 MI') 2-3' M GAGE STATES	FACE MAL
'n.	1'40" THEATHING TO EACH SEARING	2-er (GLAJON (S), et 181,) 2-3, et evet savers	
=	HIDER THAN I'S SHEATING TO EACH SCARING	P-M COLLIN (M-VIN)	PACE NAL
~	BULT-UP CORNEY STUDS	MA CONTRACTOR AND LAND	PACE MAR.
r	EGGG CONNER STEDS	T' H GAGE STAPLES	Mar.
24.	PULT-UP GIRDER AND BEAMS		10'00.
ŀ		AND THE STATE OF STATE 3' IN CASE STATE OF STATE 1-754 COPYEN (4'40,MO') 8-3'-915* NAME 1-3' IN CASE STATES	
		1-3 IN CACE STAPLES	
76.	T FLAKS		AT EACH REARING
74.	COLLAR TIS TO RAFTER	E-los correge (produce) 4-5'-0-15" Million 4-3" 14 diagn sympath	FACE MAL
27,	JACK PAFTER TO HIP	5-lor cornos (yestur) 4-bledar kultu	70ENAL,
		3-2, M TWOE SLYNCES U-H-GOLLE, MMFD 1-M-COLLEGE (M/M-M-L)	PACE MAIL
70.	ROOF MATTER TO 7-ST RIDGE SEATS	3-5' M GAGE STAPLES 3-6' M GAGE STAPLES 3-6' M GAGE STAPLES	YOCHAL
		3-Me COMMIN (SANGMEN)	FACE HAIL
7	JOHN TO BANG LONG	4-2, THE COLUMN COLUMN STATES 1-14 COLUMN COLUMN STATES 1-14 COLUMN COLUMN STATES 1-14 COLUMN COLUMN STATES	PACE HAIL
30	LEDGER STRIP	4-bt in dwell allowers	
Ļ	MACO STRUCTURE CARRIE AND RECOVER THREE C.	B-64 COPEN (SPOAT) 4-5'-039' NALS 4-6' IN GASE STATES	STOP HALL AT EACH
	HODO STRUCTURAL PARELS AND PARTICUESCARD (b) THEFLOOM, ROOF AND HALL, SHEATHER (TO PRATIKE))* AND LESSE CA(L), (L.) 35 of HETCH(A.) 17 H GALLE(A.)	
		The e-confer (4) And the first of the confer (4) And the conference of the confere	
		PTOP MAL)	
940	SHIGLE FLOOR (COMBINATION PLOOR-UNDERLAMMENT TO PRAMING) .	4,10.4, 67(47) ox m(4) 1,10.4, 47(4) 1,400 miles (4)	
32.	PARE, SIDING (TO FRANKS)	Lworws man	
**	FIDERDOWNS SHEATHING (4)		<u> </u>
-3,	· · · · · · · · · · · · · · · · · · ·	TO SEE HOUSE DEED TO SEE TO SE	
L	· ·	A AND STATE STATE STATES	1
M.	INTERIOR PARELING	P 447.3	

(a) Districting States, (An-Year) (an-Year) (an-Year) (a) Chang (a

INSPECTION AND OBSERVATION PROGRAM:

THE RESECTION AND GENERATION PROGRAM APPLIES ONLY TO THE STRUCTURAL DRAWINGS AND SPECIFICATIONS, THE CONTRACTOR MALL COORDINATE IN A TITLEY TRAVER HOMESTAIN AND COMMENTATION OF THE PROJECT.

THE BUILDING OFFICIAL SHALL INSPECT THE PROJECT IN ACCORDANCE WITH THE BUILDING PERFOT AND THE PROVINCIAL OF THE BUILDING CODE.

TORTION OF HORE PROVISING INSPECTION PERFORM INSPECTION 6	DUTIES OF BUILDING HISPECTOR.	
	BUILDING INSPECTOR DESIGNATED BY THE EVILDING OFFICAL	CODE THE BUILDING CODE.
Wild not a mycelenn miles a sector and	CONTRACT AL ASSOCIATION	CT 4-T1 TIT 641 6

3. FOOTING EXCAVATIONS

SIMPSON STEEL CONNECTOR PROTECTION AT PRESSURE TREATED WOOD:

THE SCREDULE BELOW IS FOR THE USE OF PRESSURE TREATED MODES AT EXPOSED DECKS, TREATED, MUDISLIQ, ETC. ALL MANIGAMEN I CONTRACT WITH PRESSURE TREATED MODE SHALL BE PROTECTED MANIOT THE COMPONENT WITH THE PRESENVATIVE CHIEFCAM, PROTECTION OF PRESENVATIVES, OTHER THAN THE CHIEFCAM, SHALL BE PROTECTED AND THE PRINCIPLE OF PRESSURE AND THE SCRIPTION OF THE PRINCIPLE OF PRESSURE SHALL NOT ON USED NETWORK OF THE PRINCIPLE OF PRESSURE.

	PRESSURE	TREATED W	00D
GIMPSON BYRONG-TIE PRODUCTS	UNTWEATED WOOD, OW/OFATED COPPER ARSENATE (CCA-C), DOT SODIUM NOTATE (SOV)	ALKALINE COPPER QUAT ACO-C AND ACO-D (CARDONATE), COPPER AZOLE (CDA-A AND CA-B), OTHER BORATE (HON-DOT)	APPRONIACAL COMPER ZIAC ARGUNATE (ACTA), AND OTHER PREDDURE TREATED HOODS
SINFSON GAD (STANDARD)	ox to uex		
STAP	OK TØ USK	ox to use	
POST HOT DIP GALVANIZED	o≪ ⊤o use	OK TO USE	
DEANLESS STEEL (ASSA DE ASSA)	o< 10 vos	OK TO USE	ок то изе

- 2.) SCRATE TREATED WOODS ARE NOT APPROPRIATE FOR OUTCOOK USE
- 5.) WHEN SODIUM DOMATE (SEK) TREATED HOOD DILL MATES ARE USED, STABLESS BITEL OR GALMANESS HADLESS AND ANCHOR BOLTS CAN BE SUBSTITUTED FOR STANDARD TIPE HESSIES AND MODERN FOR TO.

PRESSURE TREATED LUMBER

HOOD PRESERVATIVE	SCHEDULE.	
TEXEVADALDE	HANDLAGURDES	HARDHANE INCITED BOH
SOCIAL ECHANTS EASE CONTURED LINCOLUM COTABONATE TETRANTURANE (DOT)	ADMINIST GUNDO TEMPO CONTROL CONTROL (I.C. DET PAR DECIMIE). IGAD TO PAR DECIMIENTO CONTROL (I.C. DE PORTO DE PAR DECIMIENTO CARDO TEMPO PROPREDITATION (I.C. DEL PORTO PEROPERTANO PEROPE	NALS NOTIFICATION PRINTS NAME CONTINUE TO PRINTS NAME CONTINUE TO PRINTS NAME PART OF NAME ANALYMOUS THEM PARTITION OF THE PARTITION CONTINUE TO SO THE
ICONE BANKS CONTROLAD	BCG THEAT, HANNO BCG THEAT, INC. GREENVELL, NOTIN CAROLINA	SALD- HAT-DETECT FINAN MEDI- ENGINED, OTHERWISE MAY DO MARIANA. ACCORDOLID- MARIANA, FINAN FLATERA FINAN FLATERA FINAN FLATERA FINAN FLATERA FINAN FLATERA FINAN FLATERA FINAN
Alexine corres	Hatinet Picco (Brund) O'sfore, Inc., Gert-Hi Broykola	ACCOUNTS ON VALUE OF THE PROPERTY OF THE PROPE
SOFTEN AZOLE A CRAMAI COPPEN AZOLE D EA-BI	HOLTHARD MATERIAL SELECT, SWIFTS THE CONTROL SECTION AND THE CONTROL SECTION AND THE CONTROL SEC.	MALD MALVANIZED AND MALVANIZED AND AND MALVANIZED AND AND AND AND AND AND AND AND AND AN

CHEMICAL ADHESIVE

THE CITALLED HOLE THALL OF CLEANED WITH A KITLEN BRIGH AND COM-

COMMON NAIL SIZE

DATE:	CALCE	DAYERS	HIAC WIE	1,1740
THI COMMON	1025	0 IN'	WIY	34/3*
TO FOR ICE	*****	- 0148°	ion.	-81
I IN COPPIN	-	OWN	044	5-1/4"
Ind CONTROL	-	047	II/AE	20

NAIL SIZES FOR STRAPS

STRAP TYPE	ALLOMABLE NAILS	STRAP NAILED W & MAX PLYNOOD	STRAP NAILED DIRECTLY TO HOOD (NO SHIM
\$110M	AN COTTON OFFICE - 3-1/F AN COTTON OFFICE - 3-1/F AN COTTON OFFICE - 3-1/F	GMS# TECD X 3-477 CTM, GMS# TECD X 3-477 CTM,	のAMP TECO Y 2-47 ⁴ PHA のAMP TECO X 7-47 ⁴ PHA
C3#4	IN COTTON 0/300 - 2-4/2	0,714 F000 × 2-1/2" PUIL	4/3M TECO Y 6-07 € 188.
CHATTO OF CHATT	es comes outer 3-07	4A39 TECD V 2407 CW,	0,429 TRCO 1 3-42 PH
576794	AND COMMISSION OF STREET	03624 TECO X 3-67° €94,	0 MP TICO X 2-07 Tox.
PHOT (27-12)	and complete supp	63629 TOCO Y 749° 1194,	4.839 TECO E 2-87° FIN
MOTOCOM OR ANJES	NO CONTON DAME . S-P-F	DHEN THEO Y 2407 HAS	ONES TREES IN SHAPP THE

	01350		
NA	L SIZES	FOR CL	IPS .
OUP THPE	ALIMANE.	NAL 0/ PLYROOD	NAL DIRECT 10 WOOD
(230	#-+D# CÓNING#	N/A	.146°# X 1/° (286).
H2.b	1-54 COIND4 / VOISOR	R/A	.2001 ¶ × 17161.
£794	12-14 004404	.131"+ x 3 7 "	.101°+ N 1]"
LIFS	12-84 COMOY	.131°# % 2¶"	.131°≠ × 1}"
1072	14-184 9HG31/ WOMON	147 × 3	.1484 X 3*
zic	BH K 2 T COMMON	139, x 5l,	.131" # 2 1 "

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JOHNSON RESIDENCE 3990 BOLINAS PLACE DISCOVERY BAY, CA

A SOUTH A STAN OF THE STAN OF

DATE MAR. 2014 PROJECT No.: 14-054

SHEET No.!

SN2



I. THE FOLLOWING STRUCTURAL COMPONENTS SHOW THE MINIMUM FASTENING REQUIREMENT:

DESCRIPTION & FASTENING JOST TO FIND SILL OR WITTER TOT PLATE!
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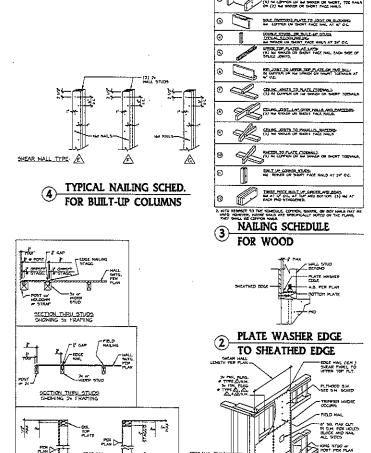


JOHNSON RESIDENCE 3990 BOLINGS PLACE DISCOVERY BAY, CA

DATES MAR. 2014 PROJECT No.:

14-054

SHEET No.: SN3



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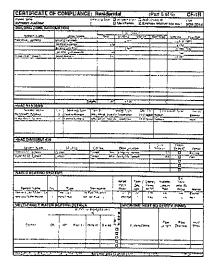
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Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

Prepared By: Rick Howard, General Manager

Submitted By: Rick Howard, General Manager



Agenda Title

Ordinance No. 25 Establishing Emergency Drought Regulations in the Town of Discovery Bay

Recommended Action

That the Board enacts Emergency Drought Regulations Ordinance No. 25 as drafted and that all public noticing requirements shall be complied with.

Executive Summary

The Board of Directors considered the enactment of this Ordinance at their regular meetings of August 6 and 20, 2014, respectively.

The emergency drought rules include a prohibition on certain classes of water use, an order for all urban water suppliers to implement mandatory conservation measures, and an order for water suppliers with 3,000 or more service connections to provide monthly data on water production. Subsequently, proposed Ordinance No. 25 is drafted to fully comply with the new state Emergency Drought Regulations that became effective on July 28, 2014.

At the August 20 Board meeting public testimony was taken and the Board requested that consideration of that testimony be incorporated if allowed under the new state regulations. Staff contacted State Water Board staff in an effort to determine the legality of those possible considerations. The questions posed to the State Water Board staff (as requested by public testimony taken on August 20), and that response, are as follows:

- Q. "A new home builder closes escrow on a newly constructed home. Due to the construction process, the driveway, walkway and sidewalk require a pressure washing prior to delivery. Is this acceptable under the new regulations"?
 A. Only if needed to address a health and safety need.
- 2. Q. "That same home builder is required by County Ordinance, and the conditions of approval for the project stipulate that new front yard landscaping be installed prior to the certificate of occupancy being issued. The builder has chosen new sod to accomplish this task. Does the Town have the authority to allow for irrigation of new sod if it is for a limited period of time? For example, 4x/week for 4 weeks to establish the new sod (after the four weeks, it reverts back to the emergency regulations in place)"? A. This would depend on the conservation measures that city has in place. Since you don't have an UWMP plan the City can comply with the regulation by limiting outdoor irrigation to 2 days a week, in which case the contractor would only be able to irrigate 2 days per week. However, the regulations also allow the City to implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013. So the answer depends on how the City decides to comply with the regulation.

Based upon the responses to question #1, above, pressure washing driveways is strictly prohibited under the new state regulations. Based upon the response to Question #2, above, the Town of Discovery Bay has not contemplated other mandatory conservation measures that would provide additional savings elsewhere and allow for the installation of new sod and necessary irrigation, as posed by the public on August 20. Subsequently, staff recommends that the ordinance be enacted as presented and as attached as a part of this report.

-Continued-

The Board also discussed and sought to increase the maximum penalty amount from \$100.00 to \$500.00. The proposed Ordinance has amended language that complies with the direction of the Board.

To promote water conservation statewide, the emergency regulations adopted by the State and proposed by this Ordinance prohibit each of the following, except in case of health or safety needs or to comply with a term or condition in a permit issued by a state or federal agency:

- The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;
- The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;
- The application of potable water to driveways and sidewalks; The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system; and
- Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week.

Violations of the proposed Ordinance may result in a Notice of Violation issued by the Town of Discovery Bay to any person, business, association or other parties who fail to comply with any conditions of this Ordinance. Violations of this Ordinance after issuance of a Notice of Violation shall be assessed a fine of \$25.00 for a first violation, a fine of \$50.00 for a second violation, and a fine of \$100.00 for each additional violation. After the third violation, fines in the amount of \$500.00 per day will be imposed until the violation is corrected.

The proposed Town of Discovery Bay Emergency Drought Regulations Ordinance conforms to the new state mandates.

This Ordinance will become effective on October 4, 2014.

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

June 4, 2014 – Implementation of Voluntary 20% Water Reduction Directive
July 16, 2014 - Report to the Board on pending actions.

August 6, 2014 - Report to the Board on final actions and regulation by the state of California

August 20, 2014 – First Reading of Ordinance 25

Attachments

Ordinance No. 25 Emergency Drought Regulations State Water Board Emergency Water Conservation Regulations Fact Sheet Office of Administrative Law final Regulations



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT ORDINANCE NO. 25

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ESTABLISHING EMERGENCY DROUGHT REGULATIONS

Be it ordained by the Board of Directors of the Town of Discovery Bay Community Services District as follows:

SECTION 1. Short Title

This Ordinance shall be known and may be cited as Town of Discovery Bay Drought Emergency Regulation Ordinance.

SECTION 2. Purpose

The purpose of this Ordinance is to protect the health, safety, and welfare of residents of the Town of Discovery Bay Community Services District; to respond to the current drought crisis and other possible crises in the future; to authorize the Board of Directors to declare a water shortage emergency; and to regulate water usage with the District for the purpose of conserving severely limited water resources.

SECTION 3. Water Shortage Emergency Declaration

The Board of Directors may declare a water shortage emergency by resolution and upon finding that additional water use restrictions are necessary for the immediate protection of health and safety or are required by State law.

A water shortage emergency declaration shall remain in effect until the Board of Directors finds and declares by resolution that the water shortage emergency condition has abated, has changed in degree, or no longer exists.

SECTION 4. Regulations

While a water shortage emergency declaration is in effect, the following activities shall be prohibited except where necessary to address an immediate health and safety need:

- 1. The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;
- 2. The use of a hose that dispenses potable water to wash a motor vehicle except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use:
- 3. The application of potable water to driveways and sidewalks:
- 4. The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system;
- 5. Outdoor irrigation of lawns, ornamental landscapes, or turf with potable water, except as follows:
 - a. Dwellings or establishments with odd numbered street addresses may use outdoor water before 1 p.m. and after 7 p.m. on Wednesdays and Sundays only;

- b. Dwellings or establishments with even numbered street addresses may use outdoor water before 1p.m. and after 7 p.m. on Tuesdays and Saturdays only.
- c. All dwellings, establishments, businesses, associations, parks or open spaces that are connected to an outdoor irrigation system which provides outdoor irrigation to multiple addresses, units and/or areas with or without an address may use outdoor water not more than two days per week for each zone or area controlled by that irrigation system.

SECTION 5. Enforcement

The General Manager of the District shall administer, implement and enforce the provisions of this Ordinance. Any powers granted to or duties imposed upon the General Manager may be delegated by the General Manager to persons acting in the beneficial interest of or in the employ of the District.

SECTION 6. Violation

The General Manager, or his/her designee, may issue a Notice of Violation to any person, business, association, or other party who fails to comply with any condition of this Ordinance. Failure to comply with any condition of this Ordinance after the issuance of a Notice of Violation shall be punishable by a fine of \$25 for a first violation, a fine of \$50 for a second violation, a fine of \$100 for a third violation, and a fine of \$500 for a fourth violation and any subsequent violation thereafter. Each day upon which any condition of this Ordinance is violated shall constitute a separate violation.

Any use or activity in violation of the terms of this Ordinance is declared to be a nuisance per se, and may be abated by order of any court of competent jurisdiction. The District Board, in addition to other remedies, may institute any appropriate action or proceedings to prevent, abate, or restrain the violation. All costs, fees and expenses in connection with such action shall be assessed as damages against the violation.

SECTION 7. Severability

The various parts, paragraphs, section, and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

SECTION 8. Adoption and Effective Date

This Ordinance is hereby declared to have been adopted by the District Board at a meeting thereof duly called and held on the 3rd day of September, 2014, and ordered to be given effect thirty (30) days after its first publication as mandated by statute.

CERTIFICATION

Passed and adopted at a regular meeting of the Board of Directors of the Town of Discovery Bay Community Services District held on September 3, 2014 by the following vote:

	Mark Simon Board President
AYES: NOES: ABSENT: ABSTAIN:	
Richard J. Howard Board Secretary	



Fact Sheet

Mandatory Water Conservation Regulation Go Into Effect

An <u>emergency regulation</u> to increase conservation practices for all Californians became effective July 29, 2014. The new conservation regulation targets outdoor urban water use. In some areas of the State, 50 percent or more of daily water use is for lawns and outdoor landscaping. This regulation establishes the minimum level of activity that residents, businesses and water suppliers must meet as the drought deepens and will be in effect for 270 days unless extended or repealed.

Prohibitions for ALL urban water users in California:

- The application of potable water to any driveway or sidewalk.
- Using potable water to water outdoor landscapes in a manner that causes runoff to adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots or structures.
- Using a hose that dispenses potable water to wash a motor vehicle, unless the hose is fitted with a shut-off nozzle.
- Using potable water in a fountain or decorative water feature, unless the water is recirculated. Recycled water is not mandated, but encouraged for fountain use.

Requirements for Urban Water Suppliers (serving >3000 connections):

- Implement water shortage contingency plans to a level where restrictions on outdoor irrigation are mandatory.
- Urban water suppliers without a plan, or without an adequate plan, must either mandate that outdoor irrigation be reduced to no more than twice a week or implement other mandatory use restrictions that provide a comparable level of savings.
- Report monthly water production beginning August 15. Include an estimate of the gallons per capita per day used by residential customers beginning with the October 15 report.

Requirements for Other Water Suppliers (serving <3000 connections):

 Mandate that outdoor irrigation be reduced to no more than twice a week or implement other mandatory use restrictions that provide a comparable level of savings.







Assessing Compliance

- Individual Prohibitions evaluating alleged violations and taking enforcement action is primarily a local discretionary action.
- Water Suppliers compliance will be evaluated based on multiple factors including implementation of the required actions, the content of the monthly reports (Urban Water Suppliers), and other relevant information.

Tips for Implementing the New Regulations

- Notify and educate staff, ratepayers and the community at large about the prohibitions.
- Inform ratepayers of the requirements of the stage of the Water Shortage Contingency Plan required by the regulations.
- Access the water conservation resources clearinghouse, a partnership of the State of California and the Association of California Water Agencies at either http://saveourwater.com/

Contact Information

- Report State Agency water waste at http://www.saveourh2o.org/report-water-waste
- Contact the State Water Board's drought hotline for questions on drought-related activities including general questions on the emergency regulations: (916) 341-5342.



(This fact sheet was last updated July 29, 2014)

State of California Office of Administrative Law

In re:

State Water Resources Control Board

Regulatory Action:

Title 23, California Code of Regulations

Adopt sections:

863, 864, 865

Amend sections: Repeal sections:

NOTICE OF APPROVAL OF EMERGENCY REGULATORY ACTION

Government Code Sections 11346.1 and 11349.6

OAL File No. 2014-0718-01 E

The State Water Resources Control Board (Board) submitted this emergency action to adopt three sections and a new article in title 23 of the California Code of Regulations pertaining to drought emergency water conservation. The proposed action addresses severe impacts on California's water supplies and its ability to meet all water demands in the state due to the current drought, which was declared to be a state of emergency by Governor Brown in two executive orders issued in 2014. The second executive order, issued April 25, 2014, directed the Board to adopt emergency regulations, pursuant to Water Code section 1058.5, to ensure that urban water suppliers implement drought response plans to limit outdoor irrigation and other wasteful water practices.

OAL approves this emergency regulatory action pursuant to sections 11346.1 and 11349.6 of the Government Code.

This emergency regulatory action is effective on 7/28/2014 and, pursuant to section 1058.5 of the Water Code, will expire on 4/25/2015. The Certificate of Compliance for this action is due no later than 4/24/2015.

Date:

7/28/2014

Richard L. Smith Senior Attorney

For:

DEBRA M. CORNEZ

Director

Original: Thomas Howard Copy: Carlos Mejia

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PROPOSED TEXT OF EMERGENCY REGULATIONS

Article 22.5. Drought Emergency Water Conservation.

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Section 863. Findings of Drought Emergency.
(a) The State Water Resources Control Board finds as follows:
(1) On January 17, 2014, the Governor issued a proclamation of a state of
emergency under the California Emergency Services Act based on drought conditions;
(2) On April 25, 2014, the Governor issued a proclamation of a continued state of
emergency under the California Emergency Services Act based on continued drought
conditions;
(3) The drought conditions that formed the basis of the Governor's emergency
proclamations continue to exist;
(4) The present year is critically dry and has been immediately preceded by two or
more consecutive below normal, dry, or critically dry years; and
(5) The drought conditions will likely continue for the foreseeable future and
additional action by both the State Water Resources Control Board and local water
suppliers will likely be necessary to further promote conservation.
Note:
Authority: Section 1058.5, Water Code.
Reference: Sections 102, 104 and 105, Water Code.
Section 264 Prohibited Activities in Promotion of Water Contribution
Section 864. Prohibited Activities in Promotion of Water Conservation.
(a) To promote water conservation, each of the following actions is prohibited,
except where necessary to address an immediate health and safety need or to comply with
a term or condition in a permit issued by a state or federal agency:
(1) The application of potable water to outdoor landscapes in a manner that causes
runoff such that water flows onto adjacent property, non-irrigated areas, private and
public walkways, roadways, parking lots, or structures;
(2) The use of a hose that dispenses potable water to wash a motor vehicle, except
where the hose is fitted with a shut-off nozzle or device attached to it that causes it to
cease dispensing water immediately when not in use;
(3) The application of potable water to driveways and sidewalks; and
(4) The use of potable water in a fountain or other decorative water feature,
except where the water is part of a recirculating system.
(b) The taking of any action prohibited in subdivision (a) of this section, in
addition to any other applicable civil or criminal penalties, is an infraction, punishable by
a fine of up to five hundred dollars (\$500) for each day in which the violation occurs.
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Note:
Authority: Section 1058.5, Water Code.
Reference: Sections 102, 104 and 105, Water Code.

Section 865. Mandatory Actions by Water Suppliers.

(a) The term "urban water supplier," when used in this section, refers to a supplier that meets the definition set forth in Water Code section 10617, except it does not refer to

PROPOSED TEXT OF EMERGENCY REGULATIONS

suppliers when they are functioning solely in a wholesale capacity, but does apply to suppliers when they are functioning in a retail capacity.

- (b)(1) To promote water conservation, each urban water supplier shall implement all requirements and actions of the stage of its water shortage contingency plan that imposes mandatory restrictions on outdoor irrigation of ornamental landscapes or turf with potable water.
- (2) As an alternative to subdivision (b)(1), an urban water supplier may submit a request to the Executive Director for approval of an alternate plan that includes allocation-based rate structures that satisfies the requirements of chapter 3.4 (commencing with section 370) of division 1 of the Water Code, and the Executive Director may approve such an alternate plan upon determining that the rate structure, in conjunction with other measures, achieves a level of conservation that would be superior to that achieved by implementing limitations on outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week.
- (c) To promote water conservation, each urban water supplier that does not have a water shortage contingency plan or has been notified by the Department of Water Resources that its water shortage contingency plan does not meet the requirements of Water Code section 10632 shall, within thirty (30) days, limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week or shall implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.
- (d) In furtherance of the promotion of water conservation each urban water supplier shall prepare and submit to the State Water Resources Control Board by the 15th of each month a monitoring report on forms provided by the Board. The monitoring report shall include the amount of potable water the urban water supplier produced, including water provided by a wholesaler, in the preceding calendar month and shall compare that amount to the amount produced in the same calendar month in 2013. Beginning October 15, 2014, the monitoring report shall also estimate the gallons of water per person per day used by the residential customers it serves. In its initial monitoring report, each urban water supplier shall state the number of persons it serves.
- (e) To promote water conservation, each distributor of a public water supply, as defined in Water Code section 350, that is not an urban water supplier shall, within thirty (30) days, take one or more of the following actions:
- (1) Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or
- (2) Implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

Note:

Authority: Section 1058.5, Water Code.

Reference: Sections 102, 104, 105, 350, 10617 and 10632, Water Code.



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

Prepared By: Rick Howard, General Manager

Submitted By: Rick Howard, General Manager



Agenda Title

East Contra Costa Fire Protection District Official Ballot

Recommended Action

As Necessary

Executive Summary

As the Board is well aware, the ECCFPD has a number of fiscal concerns that have resulted in the ECCFPD Board of Directors to seek an annual property assessment on properties located within ECCFPD's boundary.

The current fiscal crisis confronting the ECCFPD has resulted in the closure of three of the eight stations ECCFPD operates, including Station 57 on Discovery Bay Blvd. It should be noted that even if the assessment passes, Station 57 will not be opened. If the assessment does not pass, another two stations will be forced to close. However, Station 58 will continue to serve Discovery Bay residents.

Staff is seeking Board direction on how to vote on thirty-seven (37) district owned parcels. The ballot question is as follows:

<u>YES</u> Support the Fire Suppression assessment in the amount of \$. (The annual cost will be determined based upon the size of parcel owned by the Town, \$63.84/annually, \$95.76 annually or \$127.68/annually).

NO Support the Fire Suppression assessment in the amount of \$. (The annual cost will be determined based upon the size of parcel owned by the Town, \$63.84/annually, \$95.76 annually or \$127.68/annually).

The Town owns 5 parcels that fall into the \$63.84 annually category, 27 parcels that fall into the \$95.76 annually category, and 5 parcels that fall into the \$127.68 annually category. The total annual cost to the Town of Discovery Bay would be \$3,543.12 beginning in FY 2015-16 and continuing through FY 2019-20.

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

ECCFPD Ballot Materials and supporting information

AGENDA ITEM: G-6



East Contra Costa Fire **Protection District** Official Ballot

303-14-01

East County Emergency Fire Response and Prevention Assessment

East Contra Costa Fire Protection District proposes to levy a fire suppression assessment on all properties within the district's boundaries. The assessment will generate revenue to allow ECCFPD to operate five district fire stations (numbers 52, 59, 93, 54 and 94) with forty-eight operational personnel and two administrative personnel, and fund Cal Fire staff at the Sunshine Station beyond the state-supported fire season. The assessment revenue will enable ECCFPD to maintain fire suppression and fire prevention services and response times for fire emergency calls and avoid fire station closures and firefighter layoffs. This local funding source cannot be taken by the state or county and is to be reviewed annually by mandatory audits and an independent citizens' oversight committee.

The proposed annual assessment for Assessor's Parcel Number 008-470-035-0 is \$127.68 and is proposed to be levied for a period of five years with no annual increase.

☐ Yes	Support the fire suppression assessment of \$ 127.68
∃ No	Onnose the fire sunnression assessment of \$ 127.68

MARK YOUR BALLOT LIKE THIS: I

Your ballot must be marked, signed and received by the close of the Public Hearing on October 6, 2014 or it will not be counted.

SEE REVERSE SIDE FOR INSTRUCTIONS

DETACH HERE BEFORE ENCLOSING BALLOT PORTION IN ENVELOPE -- DO NOT DISCARD THIS PORTION

Property Owner Signature

I declare under penalty of perjury under the laws of the State of California that I am entitled to complete and submit this ballot.

DISCOVERY BAY TOWN OF .



Parcel Number 008-470-035-0

THIS ADDRESS SHOWS IN THE WINDOW OF THE RETURN ENVELOPE:

> **ECCFPD Ballot Proceeding** c/o TrueBallot, Inc. P.O. Box 1990 Brentwood, CA 94513-9700



1800 WILLOW LAKE RD DISCOVERY BAY, CA 94505-9376

EAST CONTRA COSTA FIRE PROTECTION DISTRICT EAST COUNTY EMERGENCY FIRE RESPONSE AND PREVENTION ASSESSMENT

2014 MAIL BALLOT PROCEEDING

INSTRUCTIONS FOR FILLING OUT THIS BALLOT

- 1. Remove your ballot from the outer envelope, and review the enclosed materials.
- 2. After removing your ballot, and reviewing the enclosed materials, mark the appropriate box next to your choice on the ballot by completely filling in the box like this: ■. Mark either yes or no.
- 3. When you have finished marking your ballot, separate it from the stub on the bottom of the ballot along the dotted lines where indicated. Fold the ballot such that the marked side faces in.
- 4. Sign your name in the designated area on the bottom right of the now separated stub. Your ballot cannot be counted unless it is signed.
- 5. Take the signed stub that was on the bottom of these instructions, and place it into the double window return envelope **SO THAT THE ADDRESS AND BAR CODE SHOW IN THE WINDOW** (as with a utility bill). Place the folded ballot behind the ballot stub.
- 6. Seal the double window envelope. No postage is necessary if mailed in the United States.
- 7. All ballots <u>must</u> be received prior to the close of the Public Hearing scheduled for **Monday, October 6 at 10:00 am**, or they will not be counted.
- 8. If you lose your return envelope, you may return the ballot and stub using any stamped envelope to:

ECCFPD Ballot Proceeding c/o TrueBallot, Inc. P.O. Box 1990 Brentwood, CA 94513-9700

9. Ballots may be delivered to the Board of Directors during the Public Hearing which will be held on Monday, October 6 at 10:00 am at the following address:

City of Oakley City Council Chambers 3231 Main Street, Oakley, California

10. If you do not receive a ballot, or lose or destroy your ballot, you may request a replacement ballot by calling TrueBallot at 888-854-3190 by October 1, 2014 at 3PM. A replacement ballot may also be obtained at the Public Hearing on October 6, 2014.

TrueBallot Election 3031401



How was the East Contra Costa Fire Protection District impacted by the recession?

The District relies primarily on property tax revenue to fund operations. The recent recession and associated decrease in local property values led to a 40% decrease in funding for 9-1-1 emergency fire response in East County.

Why is the District proposing this Fire Suppression Assessment?

A temporary federal grant that has kept two of our local fire stations open is set to expire on November 17, 2014. The grant cannot be renewed or extended. The Fire District has made numerous budget cuts and has evaluated all other available options for funding. Unless new revenue is secured between now and November, the District plans to close two local fire stations and 18 firefighter/EMT positions will be eliminated. This would leave 249 square miles in East County with three fire stations and nine District firefighter/EMTs on duty at any time.

What has the District done so far to live within its means?

The District has closed three of its original eight local fire stations; reduced fire suppression employees from 57 to 48; frozen salaries from 2007 until 2012; reduced administrative employees from 4 to 2; and sold surplus equipment. Additionally, local firefighter/EMTs contribute up to 25% of their salaries to pay for pensions and healthcare and are paid approximately 40% less than those in nearby fire departments. Further, the District has reduced the pension benefits new employees are entitled to receive upon retirement and extended the term of service required to qualify for pension benefits. In addition, the District no longer picks up any part of employee contributions to the pension system.

How would further service reductions impact emergency response times?

If two fire stations close and 18 firefighter/EMT positions are eliminated, 9-1-1 emergency fire response times to portions of East County could increase to 15 minutes or more. Fires can double in size every 30 seconds.

What would this Fire Suppression Assessment fund?

- Maintaining the number of on-duty firefighting personnel
- Preventing local fire stations closures

How can I be sure these funds will be spent wisely?

The proposed Fire Suppression Assessment would include fiscal accountability features, including:

- All funds can only be spent on fire suppression and prevention in East County
- No funds can be taken by the state or other agencies or be spent on any other purposes
- Annual audits and reports to the community

What if I have other questions?

For more information about this proposed assessment please call (888) 854-3190.



INFORMATION ABOUT THE FIRE SUPPRESSION ASSESSMENT

On August 4, 2014, the Board of Directors of the East Contra Costa Fire Protection District voted to ask property owners to authorize the levy of a Fire Suppression Assessment. According to the engineer's report preliminarily approved by the District, the assessment would fund fire service by five District fire stations and one station staffed by the State's CalFire, rather than three District stations plus the one CalFire station.

Revenue Challenges Threaten Closure of Two East County Fire Stations

East County property values fell during the recent recession and housing crisis. Property tax revenue for local fire and emergency response decreased 40%. In response, the East Contra Costa Fire Protection District made spending cuts including closing three fire stations, reducing the number of firefighter/EMTs and administrative staff, freezing salaries and requiring firefighter/EMTs to contribute as much as 25% of their salaries to cover pension costs. Some firefighter/EMTs have started to leave the District for more stable and better-paying jobs, requiring those who are left to cover open shifts.

When a temporary federal grant expires in November, 2014, the funding provided to operate two of the District's remaining five fire stations will stop. Under the District's adopted budgets, without access to new revenues, two of the District's five fire stations will close and 18 firefighter/EMT positions will be eliminated by December.

Slower Response Times Typically Mean Reduced Safety

If the District reduces from five to three stations, nine on-duty District firefighter/EMTs will serve East County's 249 square miles and more than 100,000 residents. As set forth in the assessment engineer's report, having three District fire stations to cover the Cities of Brentwood and Oakley, the Town of Discovery Bay, the communities of Byron, Bethel Island and Knightsen, the Marsh Creek/Morgan Territory area, and all other areas within unincorporated Contra Costa County to the east of Antioch and to the southeast of Clayton, will increase average emergency fire response times in the District.

Delays may compromise public safety in the event of brush and house fires that can double in size every 30 seconds. Firefighters may need to shift their emphasis from saving a home on fire to protecting neighboring houses from spreading fire. The District's ability to respond to multiple simultaneous fires may be especially hampered.

It Is Now Time To Decide

Property owners in the District are asked to submit a ballot indicating whether they support or oppose the proposed Fire Suppression Assessment to pay for the continued operation of two fire stations otherwise set to close by the end of November. If the District's property owners do not protest the assessment, the funds collected could only be used to fight and prevent fires in East County, and could not be taken by the state or federal governments or be used for any other purposes.

A YES mark on the enclosed ballot would support the District's fire suppression assessment to prevent closure of two out of five fire stations and allow the District to maintain a staff of 48 firefighters.

A NO mark on the enclosed ballot would oppose the District's fire suppression assessment, leading to the closure of two fire stations and elimination of 18 firefighter positions by the end of November.

Please fill out and return your ballot by Monday, October 6 in order for it to be counted.

The factors which determine the proportional Fire Suppression Assessment for each parcel within the Fire Suppression Assessment District are Fire Flow (the amount of water available at a specific pressure to put out a fire, based on building square footage, existence of fire sprinklers and property use), Flow Duration (the number of hours Fire Flow is required, based on building square footage and property use) and Protection (determined by the distance each parcel is from a fire station and a fire hydrant). Adjustments are made for parcels in the Sunshine Station response area and wildland parcels in a State Responsibility Area.

Fire Flow Benefit Points	+	Flow Du Benefit I		+	Increase to Fire Flow Benefit Points based on Land Use	+	Protection Benefit Points	11	Benefit Points Subtotal
Benefit Po	ints	Subtotal	X	Special Benefit Adju		ment		Total	Benefit Points

A complete description of the method of assessment is described in the Engineer's Report, a copy of which is available at the office of the Secretary of the District or online at www.eccfpd.org.

ASSESSMENT BALLOTING PROCEDURES

Upon completion, please fold and insert the assessment ballot into the return envelope and seal the envelope. Make sure that you sign and mark your assessment ballot. Mail the completed, signed and sealed ballot to the address shown on the bottom portion of the ballot pursuant to the enclosed instructions regarding submission of assessment ballot. You may also deliver the completed, signed and sealed ballot during the Public Hearing scheduled for October 6 at 10:00 a.m., as set forth above.

The Board of Directors will consider approving the Fire Suppression Assessment District and imposing the annual assessment as described above and on the enclosed assessment ballot if there is no majority protest. A majority protest exists if the assessments represented by ballots submitted in opposition exceed those submitted in favor of the assessment. All returned ballots are tabulated and weighted according to the financial obligation of each particular parcel.

THE PROPOSED ANNUAL ASSESSMENT AS DESCRIBED IN THIS NOTICE, IF APPROVED, WILL APPEAR EACH YEAR ON YOUR PROPERTY TAX BILL.

QUESTIONS REGARDING THESE PROCEEDINGS

For information relating to the proposed assessment, the public hearing or the ballot procedure, or to request a replacement ballot, please contact:

TrueBallot or Fire Chief Hugh Henderson at 888-854-3190

Requests for replacement ballots must be received by TrueBallot by October 1, 2014 at 3PM. A replacement ballot may also be obtained at the Public Hearing on October 6, 2014.

NOTICE OF PUBLIC HEARING AND ASSESSMENT BALLOT PROCEDURE

EAST CONTRA COSTA FIRE PROTECTION DISTRICT EAST COUNTY EMERGENCY FIRE RESPONSE AND PREVENTION ASSESSMENT

NOTICE OF PUBLIC HEARING

This notice informs you, as the record owner of property within the proposed East County Emergency Fire Response and Prevention Assessment (the "Fire Suppression Assessment District"), that the East Contra Costa Fire Protection District will be conducting a Public Hearing pursuant to the provisions of the Fire Suppression Assessment Law, Article XIII D of the Constitution of the State of California and the Proposition 218 Omnibus Implementation Act.

The Public Hearing is hereby scheduled to be held at the City of Oakley City Council Chambers, 3231 Main Street, Oakley, California on:

October 6, 2014, at 10:00 a.m.

or as soon thereafter as the matter may be heard. All interested persons are invited to attend and express opinions on the matter of the proposed Fire Suppression Assessment District.

RIGHT TO SUBMIT ASSESSMENT BALLOT

Property Owners of record who desire to submit an assessment ballot must mail or personally deliver a completed assessment ballot, provided, however, all assessment ballots must be received by the Board of Directors prior to the close of the Public Hearing to be counted. An assessment ballot and return envelope are enclosed with this Notice.

All assessment ballots must be received by the Board of Directors before the conclusion of the Public Hearing shown above. The mailing address is:

ECCFPD Ballot Proceeding c/o TrueBallot, Inc. P .O. Box 1990 Brentwood, CA 94513-9700

ASSESSMENT INFORMATION

Boundaries of the District: The Fire Suppression Assessment District is located in eastern Contra Costa County. The boundaries of the District include all property within the East Contra Costa Fire Protection District ("ECCFPD") boundary. A copy of the Assessment Diagram for the Fire Suppression Assessment District is included in the Engineer's Report, a copy of which is available at the office of the Secretary of the District or online at www.eccfpd.org.

Total Proposed Fiscal Year 2015/16 Maximum Assessment for the Entire District: \$4,074,209.70

Your Proposed Maximum Assessment for Fiscal Year 2015/16: The proposed maximum Fiscal Year 2015/16 assessment for your property is shown on the enclosed assessment ballot.

Duration of Proposed Assessment: The proposed assessment for the Fire Suppression Assessment District will be levied for a period of five years beginning with Fiscal Year 2015/16 and will continue through Fiscal Year 2019/20.

Cost of Living Inflator: The Maximum Fire Suppression Assessment is not subject to a cost of living inflator.

Reasons for the Proposed Assessment: The proposed assessment will generate revenue for ECCFPD to operate five fire stations (numbers 52, 59, 93, 54 and 94) with forty-eight operational personnel and two administrative personnel, along with funding Cal Fire staff at the Sunshine Station beyond the state-supported fire season.

Basis of Proposed Assessment: The method of apportionment of the proposed assessment is based upon the proportionate special benefit received from the services and conferred upon the property within the Fire Suppression Assessment District over and above the general benefit conferred upon the public at large. All assessable parcels within the proposed Fire Suppression Assessment District receive special and direct benefit from the services provided. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.



Town of Discovery Bay

"A Community Services District" **AGENDA REPORT**

Meeting Date

September 3, 2014

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

Agenda Title

Adoption of Resolution No. 2014-20 Establishing Supplemental Insurance through the American Family Life Assurance Company of Columbus Supplemental Insurance

Recommended Action

Adopt Resolution No. 2014-20 establishing employee only funded supplemental insurance through the American Family Life Assurance Company of Columbus.

Executive Summary

The American Family Life Assurance Company of Columbus (AFLAC) is a 100% employee paid and voluntary supplemental insurance program. The program provides benefits to employees if they are sick or injured, either on or off the job, and the premiums are paid with pre-tax dollars. Supplemental insurance is an extra or additional insurance that can be purchased to assist with services and out-of-pocket expenses that regular insurance does not cover.

Supplemental insurance plans will pay for out-of-pocket medical expenses, such as deductibles, copayments, and coinsurance. Funds can be used to cover lost wages, transportation related to your health condition, or used to pay for food, medication, and other unexpected expenses you have due to an illness or injury.

The AFLAC supplemental insurance program is being brought to the Board at the request of employees. The program is 100% employee funded through payroll deduction. There is no cost to the District, and may result in small payroll savings as funds used are pre-tax.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis) Prog/Fund # Category: Pers. Optq. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

N/A

Attachments

AFLAC Informational Materials Resolution No. 2014-20

AGENDA ITEM: G-7



Town of Discovery Bay
Rate sheet prepared by Jim Fitzpatrick on 8/14/2014 7:51:34 AM. California Payroll Premium rates are Weekly for industry Class B.

The rates shown on this insert page are for illustration purposes only; they do not imply coverage. For more information about policy/plan benefits and limitations, please refer to the accompanying product brochure for each insurance policy/plan listed below.

ACCIDENT INDEMNITY ADVANTAGE 24-HOUR LEVEL TWO - Series A-35200

		Premium	Total
18-49	INDIVIDUAL	\$6.06	\$6.06
50-64		\$6.06	\$6.06
18-49	HUSBAND WIFE	\$8.07	\$8.07
50-64		\$8.07	\$8.07
18-49	ONE-PARENT FAMILY	\$9.21	\$9.21
50-64		\$9.21	\$9.21
18-49	TWO-PARENT FAMILY	\$11.61	\$11.61
50-64		\$11.61	\$11.61

AFLAC-SHORT TERM DISABILITY - Series A-57600

Elimination Period Accident/Sickness - 14/14 DAYS

Annual Income)	\$9,000	\$12,000	\$12,000	\$16,000	\$18,000	\$20,000	\$22,000	\$24,000	\$26,000	\$28,000
Benefit Period	Age	\$500	\$600	\$700	\$800	\$900	\$1,000	\$1,100	\$1,200	\$1,300	\$1,400
6 MONTHS	18-49	\$3.60	\$4.32	\$5.04	\$5.76	\$6.48	\$7.20	\$7.92	\$8.64	\$9.36	\$10.08
	50-64	\$4.80	\$5.76	\$6.72	\$7.68	\$8.64	\$9.60	\$10.56	\$11.52	\$12.48	\$13,44



Town of Discovery Bay

Rate sheet prepared by Jim Fitzpatrick on 8/14/2014 7:51:34 AM. California Payroll Premium rates are Weekly for industry Class B.

The rates shown on this insert page are for illustration purposes only; they do not imply coverage. For more information about policy/plan benefits and limitations, please refer to the accompanying product brochure for each insurance policy/plan listed below.

AFLAC HOSPITAL ADVANTAGE ESSENTIALS - Option2 Series A49200

Age	Individual	One Parent Family	Insured/Spouse	Two Parent Family
18-64	\$6.30	\$9.42	\$10.17	\$11.58

AFLAC HOSPITAL ADVANTAGE ESSENTIALS - Option4 Series A49400

Age	Individual	One Parent Family	Insured/Spouse	Two Parent Family
18-64	\$10.35	\$13.68	\$17.43	\$17.94

AFLAC HOSPITAL ADVANTAGE PREFERRED - Option2 Series A49200

Age	Individual	One Parent Family	Insured/Spouse	Two Parent Family
18-64	\$9.33	\$13.62	\$14.94	\$17.04

AFLAC HOSPITAL ADVANTAGE PREFERRED - Option4 Series A49400

Age	Individual	One Parent Family	Insured/Spouse	Two Parent Family
18-64	\$13.26	\$17.88	\$22,20	\$23.43

To sell Select 1500, Select 2000, Select 2500, Select 3000 or Option H (HSA-compatible) of the Aflac Hospital Advantage Product (Series A49000), the field force member must obtain prior approval.

AFLAC CANCER CARE PLAN CLASSIC - Series A78300

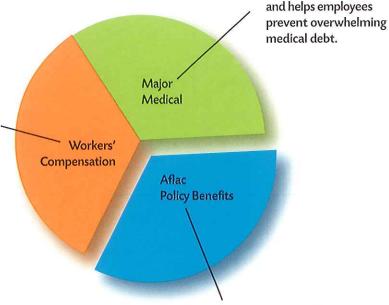
		Premium	IDR* (5 units)	Total
18-64	INDIVIDUAL	\$7.32	\$1.35	\$8.67
18-64	INSURED/SPOUSE	\$12.45	\$3.00	\$15.45
18-64	ONE-PARENT FAMILY	\$7.32	\$1.35	\$8.67
18-64	TWO-PARENT	\$12.45	\$3.00	\$15.45

IDR* = Optional Initial Diagnosis Rider (Series A-78050) premium 1-5 units

Is a slice of your employee benefits pie missing?

Let Aflac help fill in what is lacking!

Workers' compensation pays employees, which helps employees if they are hurt by accidents on the job.



Policy benefits may help employees with loss of income, deductibles, copayments, out-of-pocket expenses, and other living expenses. Benefits also help employees if an accident or sickness occurs.

Major medical pays doctors and hospitals

Our insurance policies:

- Strengthen benefit packages at little to no cost to the company.
- Empower employees by giving them the ability to directly receive and manage benefit checks, unless assigned.
- Help attract and retain good employees.
- Provide potential tax savings when made available under a cafeteria plan.
- Reduce employee dependence on you, particularly if a salary advance or loan is requested.
- Fortify your retirement commitment since Aflac policies are portable and renewable at the same payroll rate.

Make your benefit plans more complete. Turn to Aflac.



American Family Life Assurance Company of Columbus (Aflac)

Worldwide Headquarters • 1932 Wynnton Road • Columbus, Georgia 31999 • aflac.com

Aflac today ...



Aflac every day

A history of excellence and respect

- **Aflac is a Fortune 500 company** (No. 130, May 3, 2010), with assets of over \$84 billion (Aflac 2009 Annual Report), insuring more than 50 million people worldwide (Aflac 2009 Annual Report).
- Elite company accolades include being named to:
 - Fortune magazine's list of the World's Most Admired Companies (March 2010).
 - Forbes magazine's list of America's 400 Best Big Companies (January 2009).
 - InformationWeek's 500 Top Corporate Technology Innovators (September 2009).
- A leader in workforce diversity, Aflac has earned inclusion in:
 - Atlanta Tribune: The Magazine on its list of Georgia's Best Employers for Minorities (September 2009).
 - Latina Style magazine's list of the 50 Best Companies for Latinas to Work For in the United States (August/September 2009).
 - Black Enterprise magazine's 40 Best Companies for Diversity (July 2009).
- Aflac markets a broad line of guaranteed-renewable insurance products to more than 443,000 payroll accounts in the United States (Aflac 2009 Annual Report).
- Aflac processes most claims within four days (company statistics, December 31, 2008).
- Aflac is exclusively dedicated to and focused on individually owned and controlled policies offered on a voluntary basis to ensure that our policyholders are the most well-protected, well-serviced "family" in the world.
- Aflac offers an excellent workplace environment that includes being named to:
 - Fortune magazine's list of the 100 Best Companies to Work For in America (February 2010).
 - Computerworld magazine's list of the 100 Best Places to Work in IT (June 2010).
 - *Training* magazine's *Training* Top 125 list of companies with outstanding workforce development programs (February 2010).
 - Ethisphere magazine's list of the World's Most Ethical Companies (April 2010).

Aflac herein means:

American Family Life Assurance
Company of Columbus

Worldwide Headquarters • Columbus, Georgia 31999 aflac.com



Why Aflac? Get the Aflacts.

Why your company needs Aflac now more than ever. These days, keeping costs under control while keeping employee morale up can be challenging. That's why there's never been a better time for you and your employees to have Aflac.

AFLAC COMPLEMENTS YOUR COMPANY'S EXISTING BENEFITS PACKAGE.

Aflac is different from major medical; it's insurance for daily living. It pays cash benefits directly to your employees, unless otherwise assigned, to help them with daily expenses due to a covered illness or accident. With a wide range of insurance policies, Aflac allows employees to choose the areas where they want additional coverage. Aflac coverage does not change or replace any of your current employee benefits; our products complement them.

YOU CAN PROVIDE AFLAC AT NO COST' TO YOUR COMPANY.

Aflac policies are 100% employee-paid and are purchased on a voluntary basis. Many companies choose to make Aflac policies available as a cost-effective solution to help employees with the rising cost of out-of-pocket health care expenses.

result in potential tax savings for your company. AFLAC POLICIES HAVE BEEN DESIGNED

FOR EASE OF ADMINISTRATION.

WITH POTENTIAL TAX SAVINGS.

Our policies and services are designed to be easily implemented. And with coordinated enrollment, support tools, and online services, Aflac makes it easy for your employees to participate.

AFLAC CAN PROVIDE MANY COMPANIES

Some of Aflac's tax-advantaged plans allow

employees to use pre-tax dollars to pay for

their policies. And when you lower the taxable

income of your participating employees, it can

AFLAC HELPS ATTRACT AND RETAIN EMPLOYEES.

Great benefits are a top priority for employees when considering where to work. Aflac policies are an easy way to boost your benefits package and increase your employees' morale at the same time.

'Some businesses may have indirect administrative or other costs.





For more information, visit aflacforbusiness.com.

Worldwide Headquarters | 1932 Wynnton Road | Columbus, Georgia 31999

Aflac herein means American Family Life Assurance Company of Columbus and American Family Life Assurance Company of New York

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TAX SAVINGS FOR YOUR BUSINESS

Wingspan Cafeteria Plans reduce your share of FICA and FUTA taxes, as illustrated in the example below, proving a significant savings for your business.

VALUABLE BENEFITS FOR YOUR EMPLOYEES

Providing your employees with an opportunity for tax savings can increase their take-home pay and provide additional benefits, such as on-site reimbursement for unreimbursed medical expenses.

	JT Wings	pan C	afeteria Plans
9 -	500,	000	Annual Payroll Employee Contribution
>	500, c 7.6	000 35%	Taxable Payroll FICA
8	38,	250	Employer Tax
WITH V	Vingspan	a Cafet	teria Plans
			Annual Payroll
	30,	000	Employee Contribution
	470,	000	Taxable Payroll
	76	35%	FICA
X			

5 4 5 4 1 1		
\$	1,000	Gross Payroll
-	250	Taxes
	750	Paycheck
-	100	Insurance Premiums
\$	650	Net Spendable
VITH Wing	gspan Cafe	teria Plans
wiтн <i>Wing</i> \$ -	gspan Cafe 1,000 100	teria Plans Gross Payroll Insurance Premiums
	1,000	Gross Payroll Insurance Premiums
	1,000 100	Gross Payroll

Examples are for illustration purposes only.

Some services may not be available; ask for details.



RESOLUTION 2014-20

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, ESTABLISHING EMPLOYEE ONLY FUNDED SUPPLEMENTAL INSURANCE THROUGH THE AMERICAN FAMILY LIFE ASSURANCE COMPANY OF COLUMBUS

WHEREAS, the American Family Life Assurance Company (AFLAC) of Columbus provides supplemental insurance services; and

WHEREAS, Supplemental insurance plans pay for out-of-pocket medical expenses, such as deductibles, copayments, and coinsurance and funds can be used to cover lost wages, transportation related to health condition, or used to pay for food, medication, and other unexpected expenses due to an illness or injury; and

WHEREAS, all budgeted and authorized Full Time and Part Time positions are covered by this resolution; and

WHEREAS, this program shall be 100% fully employee funded through payroll deduction with pretax funds.

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

SECTION 1. That the Board authorize participation in the American Family Life Assurance Company (AFLAC) of Columbus supplemental insurance services program for authorized employees and authorize the General Manager to execute any necessary documents to facilitate this action.

SECTION 2. That this program be employee funded through payroll deduction and that no District funds other than minimal administration costs be utilized.

SECTION 3. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF SEPTEMBER, 2014.

Mark Simon	
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 3, 2014, by the following vote of the Board:

NOES: ABSENT: ABSTAIN:	
J. Howard	

AYES:



Town of Discovery Bay

"A Community Services District" AGENDA REPORT

Meeting Date

September 3, 2014

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

2H

Agenda Title

Annual Disclosure pursuant to California Government Code Section 53065.5

Recommended Action

Receive and File (No Action Necessary)

Executive Summary

California Government Code Section 53065.5 requires special districts to disclose the following:

53065.5. Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

Subsequently, the attached list of reimbursements for the FY ending June 30, 2013 complies with Government Code Section 53065.5.

This is an annual disclosure.

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

Reimbursements for the FY ending June 30, 2014

AGENDA ITEM: H-1

Annual Compliance Report for FY 2013/14 Government Code Section 53065.5

Date	Name		Reason	Reimbursement Amt.
9/6/2013 Frank Cramer		Mileage		\$105.66
9/27/2013 Frank Cramer		Mileage		\$154.25
11/6/2013 Frank Cramer		Mileage		\$171.20
12/3/2013 Frank Cramer		Mileage		\$125.43
1/6/2014 Frank Cramer		Mileage		\$175.15
2/6/2014 Frank Cramer		Mileage		\$145.77
2/28/2014 Frank Cramer		Mileage		\$109.05
3/31/2014 Frank Cramer		Mileage		\$111.31
5/5/2014 Frank Cramer		Mileage		\$166.11
		······································		\$1,263.93
7/30/2014 Carol McCool		Mileage		\$229.96
		-		\$229.96
11/15/2013 Aaron Goldsw	orthy	Registration/Train	ing	\$300.00
				\$300.00
5/23/2014 Sue Heinl		Hotel/Training		\$142.57
				\$142.57
2/12/2014 Fairin Perez		Mileage		\$1,101.19
				\$1,101.19
9/25/2013 Kevin Graves		Mileage		\$160.46
11/22/2013 Kevin Graves		Mileage		\$151.42
11/23/2013 Kevin Graves		Hotel/Conference		\$523.26
				\$835.14
				•
11/22/2013 Mark Simon		Mileage		\$151.42 \$151.42
				ψ131.42
11/22/2013 Chris Steele		Mileage		\$151.42
				\$151.42
9/25/2013 Marianne Wie	sen	Registration/Confe	erence	\$110.00
				\$110.00





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item I





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item J





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item K





President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

No Back Up Documentation For Agenda Item L





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No Back Up Documentation For Agenda Item M





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No Back Up Documentation For Agenda Item N





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No Back Up Documentation For Agenda Item O





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No Back Up Documentation For Agenda Item P