



TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

For the Meeting of Wednesday
August 4, 2010

7:00P.M. Regular Meeting

District Office
1800 Willow Lake Road



TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Road, Discovery Bay, CA 94505-9376

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

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

August 4, 2010

1800 Willow Lake Road, Discovery Bay, California

REGULAR MEETING 7:00 P.M.

Website address: www.todb.ca.gov

Board Members

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

A. ROLL CALL

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

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

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

C. AREA AGENCIES REPORTS / PRESENTATION

1. DEPUTY SHERIFF /MARINE PATROL REPORT
2. CHP REPORT
3. FIRE DISTRICT REPORT
4. CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT REPORT
5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

D. DISTRICT FINANCIAL REPORT

E. CONSENT CALENDAR

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

F. PUBLIC HEARING to Consider the Following

1. Establish charges and Adopt Resolution 2010-07 for Water and Wastewater services and collection of the charges on the County Tax Roll for the 2010/2011 Fiscal Year (Howard)

2. Approve and Adopt Resolution 2010-08, Intention to Levy and Collect Annual Assessment for the Ravenswood Improvement District - DB L&L Zone #9 for the Fiscal Year 2010-2011 and Approve and Adopt Resolution No. 2010-09, Confirming the Report and Ordering the Levy and Collection of Charges for the Annual Assessments for Ravenswood Improvement District Assessments within the Town of Discovery Bay Community Services District for the Fiscal Year 2010-2011; continue Collection of Assessments on County Tax Roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District. (Perez)

G. NEW BUSINESS AND ACTION ITEMS

1. Discuss and Comment on Land Use Permit Application for Orwood Resort re: RV Park (Howard)
2. Discuss and Comment on Land Use Permit Application for Delta R.V. and Boat Storage site modifications (Howard)

H. 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*

I. DIRECTORS' COMMENTS

J. GENERAL MANAGER'S REPORT

K. LEGAL COUNSEL REPORT

L. CORRESPONDENCE – Discussion and Possible Action

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

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

M. PUBLIC RECORD REQUESTS RECEIVED

No requests received since last published Regular Meeting Agenda

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT

1. Adjourn to next regular meeting on August 18, 2010 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

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

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

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # D



TOWN OF DISCOVERY BAY CSD

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

Board Members

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

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

Wednesday, July 21, 2010
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

SPECIAL MEETING at 6:30P.M.

President Graves called the meeting to order at 6:30p.m. Director Piepho arrived at 6:31p.m. All Directors were present.

PUBLIC COMMENTS

Resident Don Flint addressed the Board and stated that there was a lack of information being provided to the public regarding the community center. Mr. Flint also requested that the Board reconvene the Community Center Committee. Resident Jeff Barber addressed the Board and recommended the Board provide direction to the District's negotiator that the building at 1520 Discovery Bay Boulevard be conveyed to the town at zero cost; include tenant improvements, and do not tie the community center project with any other development project.

A. CLOSED SESSION

President Graves took the meeting in to closed session.

1. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR** Government Code Section 54956.8
Property: 1520 Discovery Bay Boulevard, Discovery Bay, California
Agency Negotiator: Rick Howard
Negotiating Party: Hofmann Land Development Company
Under Negotiation: Price and terms of payment
2. **CONFERENCE WITH LEGAL COUNSEL – Initiated Litigation**
Initiation of litigation pursuant to subdivision (c) of Section 54956.9:
One potential case

B. **Return to open session; report on closed session**

President Graves returned the meeting to open session and stated that there was no reportable action taken. The meeting adjourned at 7:17p.m. to the regular meeting of July 21, 2010.

REGULAR MEETING at 7:00p.m.

A. ROLL CALL

The meeting was called to order at 7:20p.m. President Graves led the Pledge of Allegiance. Roll call reflected that all Directors were present.

SPECIAL RECOGNITION

To Virgil Koehne for Service and Dedication to the Community and to the Town of Discovery Bay CSD – President Graves stated that the Board and Staff wanted to do something to recognize the twelve years of service that Virgil has given to the district in his position as the General Manager. President Graves presented Virgil with a recognition award. Virgil provided a history of the twelve (12) year old district and thanked his Staff and the Board for their support over the years. He also thanked the residents of Discovery Bay and his family. President Graves then asked for a short recess to the meeting for the attendees to refreshments that were presented to Virgil as a thank you.

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

Resident Jeff Barber submitted a document to the recording secretary that was prepared by the Government Financial Officers Association. He stated that he provided that because he knows the Board is engaged in negotiating real property for a proposed Community Center site. He thinks that the price for that property should be zero. He also believe that with good financial control, the Board should be conducting and reviewing all the financial matters related to owning a building, irrespective of what building it is. He asked that the board conduct a meeting or meetings specifically targeted at the financial aspects of owning and operating a Community Center. Resident Don Flint recognized Virgil Koehne for his service to the community. He also thinks that the Community Center deserves to have a Committee meeting to gather the public's views on what the Community Center should be.

C. PRESENTATIONS

1. **Discovery Bay P-6 Zone Citizen Advisory Committee** – Chair of the Committee, Bob Mankin stated that the P-6 Committee was established by the Board of Supervisors in October, 2009 and their first meeting was March, 2010. The P-6 fund is a parcel tax that began in 1983 that pays for the resident deputy and the squad car. They are looking at the possibility of obtaining a defibrillator to be housed in the resident deputy's squad car. He also stated that a Grant was used to fund a School Resource Officer about five (5) years ago and that Grant will expire at the end of the upcoming school year, so they are looking in to options for funding that next year. Director Piepho mentioned that the County "Heart Start" program provides free defibrillators if the agency takes the training and that may be applicable to the sheriff's department as well.

D. CONSENT CALENDAR

1. Minutes previous meeting, Special Meeting of June 21, 2010 and Regular Meeting July 7, 2010
2. Various District Invoices
3. Letter to Contra Costa County regarding comments to Contra Costa County Department of Conservation and Development regarding proposed Village at Discovery Bay project
4. Letter to California Department of Boating and Waterways regarding the aquatic Weed Egeria Densa
5. Letter of Protest to the East Contra Costa Fire Protection District Board expressing concerns regarding the closure of two (2) fire stations
6. Letter to LAFCO regarding East Contra Costa Fire Protection District Board's decision to close fire stations in Byron and Discovery Bay

Director Piepho made a motion to approve the consent calendar. Treasurer Dawson 2nd the motion. The motion passed with a vote of 5 ayes, 0 nos, 0 abstain.

E. NEW BUSINESS AND ACTION ITEMS

1. **PUBLIC HEARING** to establish charges for Water and Wastewater services and collection of the charges on the County Tax Roll for the 2010/2011 Fiscal Year (Continue to August 4, 2010) – Howard – General Manager Howard started by stating that the district has not had a general rate increase since the 2003/2004 fiscal year. The Board and staff have worked hard to work within the available budget. The only increases have been the consumer price index increases. At this time, the district needs to have an increase of nine percent (9%). The district mailed notices of the increase to all property owners in Discovery Bay in June in compliance of Proposition 218. President Graves stated that the consultant recommended a fourteen percent (14%) increase, but the Board wanted to put a cap of nine percent (9%). Director Piepho stated that

he wanted to thank the Board and Staff for working to trim the budget down as much as possible. He also said that other communities are having substantial increases; for example, Dublin/San Ramon is implementing three (3) rate increases this year and the current increase is for forty dollars (\$40.00) per month, just for the sewer. He also said that every year, the district has higher State standards to meet. The district received nine (9) letters of protest prior to the meeting and one (1) letter of protest was submitted at the meeting. There were two (2) residents who gave a verbal protest at the meeting. Director Tetreault made a motion to continue the public hearing to the August 4, 2010 Board Meeting. Director Piepho 2nd the motion. Director Piepho stated for the record that the county has been collecting the water and sewer fees for the district through the tax rolls and as homes move to meters, the water portion is no longer collected on the property tax, so that should have changed. If that has not, please let the Board know and they will follow up on that and make sure that it does. He also suggested that that the public visit the LAFCo website and download the MSRs (Municipal Service Reviews) that were done on all Water and Wastewater Boards and Districts in Contra Costa County. Our rates are at the bottom. He also stated for the record that this Board is the Board that voted to discontinue the water meter installation. The Board voted 4 to 1 (Director Piepho being the one), to stop putting in water meters. He thinks that water meters are the best way to get people to conserve water. He encouraged the Board to bring it back and restart the program. He also noted that President Graves and Treasurer Dawson were not on the Board at that time. President Simon stated that four (4) members of the Board from last year voted not to continuing the water meter installations. He stated that he was one (1) of those Board Members and Director Tetreault was another. He stated that their feeling at the time was the state mandated the water meters in the new section (for homes built after 2000). The CSD had no say in that. During the financial crunch of last year when people were being laid off and homes were being foreclosed, he felt that it was fiscally irresponsible to put another bill in the resident's mailboxes. When it is included on taxes or paid with the house payment, it is already a part of the property owner's budget. It is not another separate bill to pay. He said that is why the four (4) out of five (5) voted to stop the meter installations. The motion passed with a vote of 5 ayes, 0 nos, and 0 abstain.

2. **Introduce and Waive Reading of Ordinance No. 21, an Ordinance directing the fees and charges be adopted by Resolution – Howard** – Director Piepho made a motion to waive reading of Ordinance No. 21, an Ordinance directing the fees and charges be adopted by Resolution. Treasurer Dawson 2nd the motion. The motion passed with a vote of 5 ayes, 0 nos, 0 abstain.

F. CHAIR REPORT

No report.

G. DIRECTORS' COMMENTS

Treasurer Dawson wanted to thank Water and Wastewater Manager Koehne for teaching him about the water and wastewater systems and taking him to tour the facilities. Director Piepho stated that Code Enforcement has opened up another case on a resident who has put large signs on his vehicle parked at Clipper Drive and Discovery Bay Boulevard. Also, the Straw Hat Pizza at Sandy Cove Shopping Center has huge window signs that are against the signage conditions for the businesses. Director Piepho then noted that General Manager Howard has been providing the Board with Friday updates keeping them informed on what is going on in the district and community. He then asked that staff look in to the possibility of obtaining a defibrillator through the "Heart Smart" program with the County. Director Piepho also asked about staff looking in to digital recording of the minutes instead of tapes. President Graves stated that the Presbyterian Church is in the process of going through the training to get one of the defibrillator units through the "Heart Start" Program.

H. GENERAL MANAGER REPORT

1. **Landscape Update (Perez)** – Landscape Manager Perez provided a report (handout) to the Board and copies to the public. She also showed a PowerPoint Presentation with photos and drawings of the various projects that are ongoing in the community. She said the Willow Lake Road Improvement Project should begin in about two (2) weeks. The lighting for the Ravenswood Park Solar Lighting is in process. She showed plans for the new Basketball Courts at Regatta Park and there will be a meeting with the County in August to discuss their approval of the project. She also showed photos of some of the plants that will be

placed in the various landscape projects.

2. **Water & Wastewater Projects (Koehne)** – Water and Wastewater Manager Koehne stated that the CSD has had a few large water leaks since the last meeting. Well #6 is about ninety-eight percent (98%) done. On the Discovery Point Sewer Pipe Replacement Project, there were permitting delays with the County, but he hopes to be able to start by next Monday. Staff is almost done with the RFP (Request For Proposal) to go out for Operations bids. Staff will review it with the Engineering firm and will move forward once that is done. The CSD is raising several water valve covers due to the County street paving.

I. LEGAL COUNSEL REPORT

No report.

J. CORRESPONDENCE-Discussion and Possible Action

1. R – Letter from Central Valley Salinity Coalition, Inc. dated July 1, 2010
2. S – Letter to Contra Costa County regarding County File No. LP10-2048 (Raymond Lillard)

K. PUBLIC RECORD REQUESTS RECEIVED

- (1) Request from William Richardson received June 15, 2010
- (1) Request from William Richardson received June 17, 2010
- (1) Request from William Richardson received June 21, 2010
- (3) Requests from William Richardson received July 6, 2010
- (1) Request from Walt Morris received July 8, 2010
- (1) Request from Don Flint received July 8, 2010

Director Piepho would like to discuss including copies of the Public Records Requests in the Agenda Packet.

L. FUTURE AGENDA ITEMS

President Graves said that he would like to see getting Audio on the new website and Full Agenda Packets posted to the Website.

M. ADJOURNMENT

Meeting was adjourned at 9:03p.m. to the next Regular meeting of August 4, 2010 starting at 7:00pm at 1800 Willow Lake Road – Located in back of the Delta Community Presbyterian Church.

jd – 07.26.10



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

District Invoices

Recommended Action

Staff recommends that the Board approve the listed invoices for payment

Executive Summary

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

Fiscal Impact:

Amount Requested \$247,884.25

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

AGENDA ITEM: E-2

**Request for authorization to pay invoices
For the Meeting on August 4, 2010
Town of Discovery Bay CSD
For Fiscal Year's 7/10 - 6/11**

Acct Code			
1	7010	Big Dog Computer Inv# 20090930-8, dtd 7/23/10 setup new desktop, computers, issues w/system	\$1,390.00
2	7010	Luhdorff & Scalmanini Inv# 25978, dtd 6/27/10 Well & Pump station 6 design & const.	\$1,373.38
3	7010	Luhdorff & Scalmanini Inv# 25979, dtd 6/27/10 Wells 1B/2/4A/5A Testing/Pumps & Well 1B rehab/upgrades	<u>\$11,331.42</u>
		Sub-Total	\$12,704.80
4		<u>Petty Cash Reimbursement - Receipts for July 23 - Dec. 3, 2009</u>	
	7010	Consulting Services	\$20.00
	7685	Tools	\$8.69
	7690	Maint / Fuel	\$16.00
	7950	Miscellaneous	<u>\$52.72</u>
		Sub-Total	\$97.41
5	7012	Veolia Inv# 2503313, dtd 6/2010 Maintenance expense through June 2010	\$258.25
6	7135	EgerPower Inv# 55141, dtd 7/13/10 PG&E Acct# 8351173112 4/13/10 - 5/12/10	\$79.00
7	7137	EnerPower Inv# 55139, dtd 7/13/10 PG&E Acct# 0631986334 4/14/10 - 5/12/10	\$283.00
8	7137	EnerPower Inv# 55140, dtd 7/13/10 PG&E Acct# 3497478293 4/12/10 - 5/10/10	<u>\$124.00</u>
		Sub-Total	\$486.00
		<u>WATER</u>	
9	7135	PG&E / Acct# 2943721807-5 Newport WTP	06/12-7/13/10 \$19,892.38
10	7135	PG&E / Acct# 3349549227-5 Well #3 DB Blvd & Edgeview	06/11-7/12/10 \$21.17
11	7135	PG&E / Acct# 6760524303-8 Irr. Controller (Newport @ Well 4A)	06/12-7/13/10 \$17.45
12	7135	PG&E / Acct# 7088319849-6 Well #5	06/10-7/11/10 \$11,818.53
13	7135	PG&E / Acct# 8351173112-3 Well #2	06/11-7/12/10 \$5,276.33
14	7135	PG&E / Acct# 8609981202-5 Well #1 (Gas)	06/11-7/12/10 \$18.73
15	7135	PG&E / Acct# 8651647866-5 Well #1	06/11-7/12/10 <u>\$2,645.85</u>
		Sub-Total	\$39,690.44
		<u>SEWER</u>	
16	7137	PG&E / Acct# 0631986334-3 Newport Lift Station	06/12-07/13/10 \$3,059.13
17	7137	PG&E / Acct# 1182741894-5 Pump Station D	06/11-07/12/10 \$158.15
18	7137	PG&E / Acct# 1318320217-8 Pump Station A	06/11-07/12/10 \$68.34
19	7137	PG&E / Acct# 2068717691-5 Pump Station G	06/12-07/13/10 \$40.19
20	7137	PG&E / Acct# 2172798825-1 Pump Station R	06/12-07/13/10 \$71.34
21	7137	PG&E / Acct# 2527523613-8 Pump Station S	06/15-07/14/10 \$350.62
22	7137	PG&E / Acct# 3016215915-3 Pump Station F	06/10-07/11/10 \$620.24
23	7137	PG&E / Acct# 3101013157-6 Lakes 4 Lift Station	06/11-07/12/10 \$185.04
24	7137	PG&E / Acct# 3497478293-9 Lakeshore Lift Station	06/10-07/11/10 \$633.09
25	7137	PG&E / Acct# 3881134135-3 WWTP #1	06/14-07/13/10 \$8,990.25
26	7137	PG&E / Acct# 4193709211-6 Pump Station C	06/12-07/13/10 \$71.93
27	7137	PG&E / Acct# 4201000159-4 Golf Course Valve Station	06/15-07/14/10 \$39.81
28	7137	PG&E / Acct# 4225081240-3 Disc WWTP & Pump Station W	06/14-07/13/10 \$29.80
29	7137	PG&E / Acct# 4516230421-1 Pump Station H	06/11-07/12/10 \$19.44
30	7137	PG&E / Acct# 7234986505-4 Pump Station J	06/11-07/12/10 \$278.31
31	7137	PG&E / Acct# 7312115758-7 WWTP #2	05/15-07/13/10 \$18,001.91
32	7137	PG&E / Acct# 7630923070-4 Pump Station E	06/10-07/11/10 \$335.62
33	7137	PG&E / Acct# 8343916134-6/Fern Ridge Circle/Hofmann	06/09-07/08/10 \$715.87
34	7137	PG&E / Acct# 8440119997-5 Knightsen School Pump Station	06/11-07/12/10 <u>\$23.43</u>
		Sub-Total	\$33,692.51
35	7950	PG&E / Acct# 0414062075-0, dtd 07/14/10 3502 Yacht Drive (Irrigation Contrl)	\$20.22
36		<u>Capital One Account - Printout for July 15 - July 29, 2010</u>	
	7250	Memberships	\$120.00
	7290	Staff Training	\$1,315.69
	7300	General Repairs Water / Sewer	\$106.99
	7510	Web Site / Internet	\$64.00
	7520	Wireless	\$166.38
	7670	Office Equipment / Software	\$1,128.93
	7680	Office Furnishings	\$55.97
	7685	Tools	\$244.72
	7690	Maint / Fuel	\$207.32
	7950	Miscellaneous	<u>\$310.36</u>
		Sub-Total	\$3,720.36
37	7290	Dan McKee Mileage for training from July 19 thru July 23, 2010	\$205.00
	7290	Dan McKee Bridge Toll / Parking	<u>\$10.00</u>
		Sub-Total	\$215.00

38 Capital One Statement for June 15 - July 14, 2010

7300	General Repairs Water / Sewer		\$35.41
7420	Postage		\$13.40
7550	Telephone		\$29.79
7690	Maint / Fuel		<u>\$165.59</u>
		Sub-Total	\$244.19
39	7300	American Retrofit Systems Inv# 4378, dtd 7/17/10 Supply labor WWTP2 UV systm/checked WWTP1 auger	\$300.00
40	7300	American Retrofit Systems Inv# 4380, dtd 7/19/10 Well 1B labor only shut well down reboot PIC	\$100.00
41	7300	American Retrofit Systems Inv# 4382, dtd 7/16/10 WWTP2 check pump system for seal prblm	\$100.00
42	7300	American Retrofit Systems Inv# 4383, dtd 7/19/10 Will Lake WP labor elec/mechncl problms chlorn pump	\$200.00
43	7300	American Retrofit Systems Inv# 4384, dtd 7/20/10 Well 1B problems w/start & stop, cycled off, reset	\$350.00
44	7300	American Retrofit Systems Inv# 4385, dtd 7/22/10 WWTP1 labor to trace elec short in auger/replace wire	\$500.00
45	7300	American Retrofit Systems Inv# 4386, dtd 7/20/10 WWTP2 labor/materials install elec areator 1 put online	\$300.00
46	7300	American Retrofit Systems Inv# 4388, dtd 7/20/10 Well 1B/elstar labor to check PLC settings	\$550.00
47	0809-002	American Retrofit Systems Inv# 4379, dtd 7/16/10 Willow Lake WP labor to quadinate for plant shut down	\$400.00
48	0809-002	American Retrofit Systems Inv# 4387, dtd 7/21/10 Willow Water Plant labor for plant elec shut down	<u>\$350.00</u>
		Sub-Total	\$3,150.00
49	7300	Ferguson Waterworks Inv# 0746918, dtd 7/26/10 8" plug	\$223.96
50	7300	Galco Inv# A06145101, dtd 7/9/10 Control Panel/remote mount	\$3,074.62
51	7300	ITT Water & Wastewater Inv# 7591631, dtd 7/21/10 Failure Water in Junction Box sow to deliver pump	\$6,818.21
52	7300	ITT Water & Wastewater Inv# 7591632, dtd 7/21/10 Onsite service call - Installation labor of pump	<u>\$524.00</u>
		Sub-Total	\$7,342.21
53	7300	J.W. Backhoe & Constr. Inv# 1372, dtd 7/15/10 Time/material at 2456 Del Mar Court.	\$5,783.94
54	7300	Kirby's Pump & Mechanical Inv# 2266, dtd 7/14/10 Labor/materials vaughan-rotate element	\$4,851.48
55	7300	Kirby's Pump & Mechanical Inv# 2268, dtd 7/14/10 Repair two vaughan pumps labor/materials	\$10,506.39
56	7300	Kirby's Pump & Mechanical Inv# 2270, dtd 7/14/10 violia pack pump labor	<u>\$1,105.00</u>
		Sub-Total	\$16,462.87
57	7300	R & B Company Inv# S1223019.001, dtd 7/14/10 6 Blind Flange Di C110/Wilkins RP Backflow	\$320.92
58	7300	Turbo Machinery Repair, Inc. Inv# 2365, dtd 7/16/10 Repair and labor on mammoth brush aerator	\$29,433.46
59	7330	BCS Inv# S15756400, dtd 7/14/10 Chemicals for 1800 Willow Lake Drive	\$487.03
60	7330	BCS Inv# S15756401, dtd 7/14/10 Chemicals for 1800 Newport Drive	\$2,083.90
61	7330	BCS Inv# S15759262, dtd 7/20/10 Chemicals for 1800 Willow Lake Drive	\$977.57
62	7330	BCS Inv# S15759263, dtd 7/20/10 Chemicals for 1800 Newport Drive	\$1,582.92
63	7330	BCS Inv# S15760737, dtd 7/26/10 Chemicals for 1800 Willow Lake Drive	\$539.21
64	7330	BCS Inv# S15760738, dtd 7/26/10 Chemicals for 1800 Newport Drive	<u>\$1,248.94</u>
		Sub-Total	\$6,919.57
65	7420	MailFinance Inv# N1773431, dtd 7/21/10 Lease Payment for August 19 to Sept 18 2010	\$69.56
66	7430	Office Depot Inv# 525927180001, dtd 07/14/10 Office Supplies	\$170.70
67	7430	Office Depot Inv# 526166721001, dtd 07/15/10 Office Supplies	\$93.74
68	7430	Office Depot Inv# 527232110001, dtd 07/23/10 Office Supplies	<u>\$94.03</u>
		Sub-Total	\$358.47
69	7520	Verizon Wireless Inv# 370949767-00001, dtd 8/15/10 R Howard	\$107.17
70	7630	Ag-Con Construction, Inc. Inv# 6588, dtd 7/21/10 Service call to repair Solar Drying facility door	\$262.50
71	7630	Brut Force Janitorial Inv# 107, dtd 7/26/10 Clean office	\$110.00
72	7670	Redfish Studios Inv# 072210SAM, dtd 7/27/10 worked on PA system	\$375.00
73	7680	Virgil Koehne Water/Wastewater Mgr Meetings for June 10	\$20.22
74	7690	Day's Generator Service Inv# 5626, dtd 7/19/10 Annual service & clean-up	\$2,698.00
75	7690	Day's Generator Service Inv# 5627, dtd 7/19/10 Repairs katollight portable gen set. replace parts	<u>\$1,213.08</u>
		Sub-Total	\$3,911.08
76	7720	Brian Dawson Directors Expense Report for meetings in July 2010	\$400.00
77	7720	David Plepho Directors Expense Report for meetings in June 2010	\$400.00
78	7720	Mark Simon Directors Expense Report for meetings in June 2010	\$600.00
79	7950	Express Employment Inv# 98647644-8, dtd 7/7/10 Temp Landscape help *** ***To be reimbursed by Zone 61	\$148.42

80	0809-002	Elkins Industrial, Co. Inv# 09108-005, dtd 7/25/10 Well #6 Project	\$38,032.20
81	0910-007	McFadden Construction Application #2, dtd July 2010 UV System & Bypass Pipeline Prjct 452	\$19,817.49
82	0910-007	McFadden Construction Application #2, dtd July 2010 Retention***	\$2,201.94
		***to be paid to Bank of Stockton Escrow Acct# 3563-033 for Retention	
		Sub-Total	\$22,019.43
TODB TOTAL...			\$232,044.78

Acct Code Caselle Utility Account

1	7950	Refund of Overpayment Acct# 1-011-500-053-101	\$2.66
2	7950	Refund of Overpayment Acct# 1-011-460-012-502	\$4.93
3	7950	Refund of Overpayment Acct# 1-011-570-047-801	\$8.22
		Caselle Utility Account Total...	\$15.81

Acct Code Community Center Fund

1		Refund park fee to Nicki Bernacchi for Cornell Park usage on 4-12-10	\$50.00
2	✓	Refund park fee to Jacqueline Meehan for Cornell Park usage on 5-8-10	\$50.00
3	.	Refund park fee to Remigio Ponce for Cornell Park usage on 5-9-10	\$50.00
		Community Center Fund	\$150.00

TODB GRAND TOTAL... \$232,210.59

Acct. #	TOWN OF DISCOVERY BAY CSD OPERATING BUDGET 2010/2011 Approved at 06/16/10 Meeting	2009/2010 Budget	2009/2010 YTD ACTUALS	2009/2010 % of Budget YTD	2010/2011 Budget	2010/2011 Budget YTD	2010/2011 % of Budget YTD	Jul 10 Month to Date Expenses	Aug 10 Month to Date Expenses	Sep 10 Month to Date Expenses	Oct 10 Month to Date Expenses	Nov 10 Month to Date Expenses	Pending Approval 08/04/10	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD
7000	Contract Services														
7001	General Manager	\$102,000	\$94,184	83%	\$130,000									\$0	0%
7002	District Staff	\$221,000	\$307,279	139%	\$270,000									\$0	0%
	Staff Water Related				\$126,000									\$0	0%
	Landscaping Related (Reimb)				\$121,000									\$0	0%
7003	District Benefits	\$50,000	\$0	0%	\$52,500									\$0	0%
7005	Legal	\$80,000	\$82,300	137%	\$90,000			\$7,366						\$7,366	9%
7010	Consulting Services	\$130,000	\$99,441	41%	\$210,000			\$6,956					\$14,115	\$6,956	3%
7011	Voalia Operations	\$1,020,000	\$936,114	149%	\$1,303,000			\$83,362						\$83,362	8%
7012	Voalia Prev & Corrective Fund	\$48,000	\$98,259	205%	\$80,000			\$3,580					\$258	\$3,580	4%
7014	Outsource of Water Billing				\$24,000									\$0	0%
7015	General Operating Expenses														
7120	Audit	\$19,000	\$21,025	111%	\$35,000									\$0	0%
7135	Electrical Cost (water)	\$300,000	\$268,147	90%	\$300,000								\$99,769	\$0	0%
7137	Electrical Cost (sewer)	\$300,000	\$290,239	97%	\$325,000								\$34,100	\$0	0%
7210	Public Comm & Noticing	\$10,000	\$5,815	58%	\$5,000									\$0	0%
7220	Election Expenses	\$0	\$0	0%	\$12,000									\$0	0%
7230	Rent - Public Meetings	\$500	\$0	0%	\$500									\$0	0%
7250	Memberships	\$6,000	\$25,508	425%	\$16,000								\$120	\$0	0%
7280	Permits	\$30,000	\$27,394	91%	\$50,000									\$0	0%
7285	NPDES NOV Fines (\$)				\$25,000									\$0	0%
7290	Staff Training	\$3,500	\$816	23%	\$2,500									\$0	0%
7300	General Repairs Water / Sewer	\$300,000	\$479,296	160%	\$350,000			\$18,405					\$1,531	\$18,405	5%
	Pump Repairs				\$150,000								\$65,184	\$0	0%
7310	NTR / SIP Testing	\$15,000	\$0	0%	\$15,000									\$0	0%
7320	Special Equipment/Signage	\$3,000	\$4,572	152%	\$3,000									\$0	0%
7330	Chemicals/Odor Materials	\$50,000	\$70,869	142%	\$65,000			\$4,964						\$0	0%
7400	Office Expenses													\$4,964	8%
7410	Copier Maint	\$5,000	\$4,200	84%	\$4,500									\$0	0%
7420	Postage				\$2,500									\$0	0%
7430	Office Supplies	\$7,000	\$13,940	199%	\$8,000			\$199					\$83	\$0	0%
7500	Communications													\$358	2%
7510	Web Site/Internet	\$3,000	\$12,843	428%	\$1,000									\$0	0%
7520	Wireless	\$3,000	\$3,958	132%	\$4,500									\$0	0%
7550	Telephone	\$2,500	\$4,376	175%	\$4,000									\$0	0%
7600	District Wfrdo													\$0	0%
7630	Site Maintenance /Landscape	\$10,000	\$21,104	211%	\$15,000			\$110						\$110	1%
7655	Office Bldg / Improvements	\$5,000	\$23,324	466%	\$10,000			\$105						\$105	1%
7870	Office Equipment / Software	\$5,000	\$25,034	501%	\$8,000								\$1,504	\$0	0%
7880	Office Furnishings	\$1,000	\$221	22%	\$1,000									\$0	0%
7885	Tools	\$3,000	\$4,331	144%	\$3,500			\$427						\$0	0%
7690	Maint / Fuel	\$18,000	\$21,003	117%	\$19,000			\$100						\$100	1%
7700	Directors Expense														
7720	Compensation	\$36,000	\$21,073	58%	\$36,000			\$1,200						\$1,200	3%
7730	Training	\$1,000	\$372	31%	\$600									\$0	0%
7950	Miscellaneous	\$1,000	\$135,921	13552%	\$12,000			\$5,545					\$532	\$5,545	46%
7951	Misc. - Reimbursable													\$0	0%
7952	Misc. - Zones Reimbursable				\$100,000									\$0	0%
7955	Reimbursement (Hofmann)		\$0	0%										\$0	0%
7100	Insurance													\$0	0%
7115	General Liability	\$60,000	\$52,290	87%	\$48,000									\$0	0%
7120	Worker's Comp				\$6,000									\$0	0%
7800	County Services													\$0	0%
7805	Revenue Collection	\$3,000	\$5,153	172%	\$5,500									\$0	0%
7810-0810	Investment Fee	\$600	\$0	0%	\$700									\$0	0%
7820	Accounting (AP, AFR, GL)		\$0	#DIV/0!	\$2,500									\$0	0%
7825	Public Works - permits	\$5,000	\$21,180	424%	\$6,000									\$0	0%
CREDITS	Reimbursements to Town of DB		\$20,136		(\$231,000)									\$0	0%
TOTAL		\$2,919,100	\$3,212,333	110%	\$3,827,800			\$132,301	\$0	\$0	\$0	\$0	\$171,243	\$0	#VALUE!

Acct. #	SEWER	Account Description	2009/2010 ACTUALS	2009/2010 % of Budget YTD	2010/2011 BUDGET	Jul 10 M-T-D Exp.	Aug 10 M-T-D Exp.	Sep 10 M-T-D Exp.	Oct 10 M-T-D Exp.	Nov 10 M-T-D Exp.	Dec 10 M-T-D Exp.	Plan to Approve 08/04/10	2010/2011 YTD REIMB.	2010/2011 ACTUALS	2010/2011 % of Budget YTD
0910-001		Carport for Equipment	\$9,427	12%	\$110,000									\$0	0%
0910-002		Catch Basin for Vac-Truck	\$55,387	111%										\$0	#DIV/0!
0910-003		Trailer Trash Pump	\$0	0%										\$0	#DIV/0!
0910-004		Rehab Manholes	\$0	0%	\$15,000									\$0	0%
0910-005		Landscape Plant #1	\$2,636	53%	\$5,000									\$0	0%
0910-006		Replace Sewer Main	\$0	0%	\$150,000									\$0	0%
0910-007		UV System	\$457,297	114%		\$4,489						\$22,019		\$4,489	#DIV/0!
0910-008		Salinity Project	\$0	0%	\$200,000									\$0	0%
0910-009		Pumps / Motors Replacement	\$35,470	71%										\$0	#DIV/0!
0910-010		Wetlands	\$8,304	1%										\$0	#DIV/0!
1011-001		By-Pass Pipeline	\$0		\$80,000									\$0	0%
1011-002		Replace PLC's	\$0		\$20,000									\$0	0%
1011-003		Bio-Solids Pumps (2) Wet Well	\$0		\$22,000									\$0	0%
1011-004		Rehab Lift Station W	\$0		\$60,000									\$0	0%
1011-005		Bypass Valve Lift Station S	\$0		\$12,000									\$0	0%
1011-006		Metal Cover for UV Area	\$125,000											\$0	0%
1011-007		Clarifier Cleaning Devices	\$25,000											\$0	0%
1011-008		Paving for Bio-Solids Area	\$15,000											\$0	0%
1011-009		New Moles (2)	\$80,000											\$0	0%
1011-010		Road Crossing Ramps	\$25,000											\$0	0%
		Sewer Sub Total	\$581,375	36%	\$944,000	\$4,489	\$0	\$0	\$0	\$0	\$0	\$22,019	\$0	\$4,489	#DIV/0!
		WATER													
0809-002		Well #6 Design & Drill Test Hole	\$475,615											\$38,782	
0910-011		Security Door Locks (12)	\$12,980	216%	\$6,000									\$0	0%
0910-012		Ladder Vandal Guard	\$0	0%	\$2,000									\$0	0%
0910-013		Pumps / Motors Replacement	\$2,972	20%										\$0	#DIV/0!
0910-014		Water Meter Program	\$63,079	13%	\$500,000	\$250								\$250	0%
		Water Meter Program: Reimbursements													
1011-011		Filter Media Replacement	\$0		\$40,000									\$0	#DIV/0!
1011-012		Stabilize Around Willow Lake	\$300,000											\$0	0%
1011-013		Rehab Well(s)	\$30,000											\$0	0%
1011-014		Replace Water Mains	\$50,000											\$0	0%
1011-015		Water Meter Trailer	\$20,000											\$0	0%
		Water Sub Total	\$555,237	106%	\$948,000	\$250	\$0	\$0	\$0	\$0	\$0	\$38,782	\$0	\$250	#DIV/0!
		OTHER													
1011-016		Pickup Truck (1)	\$0		\$30,000									\$0	0%
1011-017		K-Rail for Bulk Material	\$0		\$15,000									\$0	0%
1011-018		Portable Message Units	\$0		\$30,000									\$0	0%
1011-019		GPS Tracking Device	\$0		\$12,000									\$0	0%
1011-020		Replace Fence Near Marina	\$0		\$15,000									\$0	0%
1011-021		New Chairs for Board Room	\$0		\$6,000									\$0	0%
		Other Sub Total	\$7,251	19%	\$108,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
0102-00		Pipeline Replace Reserve	\$0											\$0	0%
		Reimbursement to Town of DB	\$0											\$0	#DIV/0!
		Total CIP Budget	\$1,143,864	71%	\$2,000,000	\$4,739	\$0	\$0	\$0	\$0	\$0	\$60,802	\$0	\$4,739	#DIV/0!

**Request for authorization to pay invoices
For the Meeting on August 4, 2010
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/10 - 6/11**

Acct Code				
1	2120	PG&E / Acct# 0869258994-1 (Sprink Contr) DB Blvd. & Willow Lake	06/11-07/12/10	\$17.44
2	2120	PG&E / Acct# 2068897992-9 DB Blvd across from 510	06/12-07/13/10	\$169.53
3	2120	PG&E / Acct# 2249446019-3 (Sprinkler) Disco Point, Tr #4077, Lot 71	06/11-07/12/10	\$18.24
4	2120	PG&E / Acct# 2800977208-9 (Irri Contr) 9295Beacon PI @ Str Lite	06/12-07/13/10	\$18.44
5	2120	PG&E / Acct# 3736907925-8 (Sprink Contr) E/S Edgview Dr N/O DB Blvd	06/11-07/12/10	\$17.44
6	2120	PG&E / Acct# 4111412785-9 (Sprink Contr) DB Blvd & Seal Way	06/11-04/12/10	\$17.44
7	2120	PG&E / Acct# 4455555569-5 (Sprinkler) Disco Point, Tr #3653, Lot 17	06/11-07/12/10	\$18.24
8	2120	PG&E / Acct# 5465914049-2 (Sprinkler) DB Blvd. & Spinnaker	06/11-07/12/10	\$17.44
9	2120	PG&E / Acct# 5939734421-5 PG&E Owned Street & Highway Lighting	06/18-07/19/10	\$6,431.72
10	2120	PG&E / Acct# 7135420365-6 (Sprinkler) Disco Point, Tr# 4077, Lot 65	06/11-07/12/10	\$18.24
11	2120	PG&E / Acct# 7452568975-3 (Sprink Contr) S/E cnr DB Blvd & Willow Lk	06/11-07/12/10	\$17.44
12	2120	PG&E / Acct# 7696548482-7 (Sprinkler) DB Blvd, Tr# 4178, Lot 5	06/11-07/12/10	\$18.24
13	2120	PG&E / Acct# 8009270258-0 @ Clipper Dr w/o Cove Ct 7723 Marina Dr	06/11-07/12/10	\$34.88
14	2120	PG&E / Acct# 8101346815-2 (Irri Contr) Newport Dr. w/o Pier Ct	06/11-07/12/10	\$17.44
15	2120	PG&E / Acct# 8163719795-5 (Irri Contr) 9271 Newport Dr @ Str. Lite	06/12-07/13/10	\$18.44
16	2120	PG&E / Acct# 8167536097-8 (Irri Contr) @ Clipper Dr	06/11-07/12/10	\$17.44
17	2120	PG&E / Acct# 8399010651-6 (Sprink Contr) Willow Lake Ct, Lot 31	06/12-07/13/10	\$18.24
18	2120	PG&E / Acct# 8400813429-2 (Sprinkler) Laguna Ct, Tr# 4076, Lot 18	06/11-07/12/10	\$18.24
19	2120	PG&E / Acct# 8545920147-2 (Lites & Sprinklers) 2489 'A' DB Blvd.	06/11-07/12/10	<u>\$151.51</u>
			Sub-Total	\$7,056.04
20	2130	John Deere Landscapes Inv# 57378478, dtd 7/12/10 pvc pipe, spray head w/press, swing assy, pvc fittin		\$736.40
21	2282	Minyard Excavating Inv# 3675, dtd 7/20/10 Median Discovery Point rebuild dbi service manifold		\$1,589.01
22		<u>Capital One Account - Printout for July 15 - July 29, 2010</u>		
	2271	Automotive Supplies & Repairs		\$158.97
	2272	Gasoline / Fuel for Equipment		<u>\$75.00</u>
			Sub-Total	\$233.97
23		<u>Capital One Account - Printout for July 15 - July 29, 2010</u>		
	2272	Gasoline / Fuel for Equipment		\$169.01
	2282	Grounds Maintenance		\$22.37
	2479	Other Special Expenses		<u>\$646.85</u>
			Sub-Total	\$838.23
24	2282	Watersavers Irrigation Inv# I976723, dtd 7/14/10 Irrigation repair parts		\$241.08
25	2282	Watersavers Irrigation Inv# I977096, dtd 7/15/10 Irrigation repair parts		\$237.72
26	2282	Watersavers Irrigation Inv# I977463, dtd 7/16/10 Irrigation repair parts		<u>\$214.23</u>
			Sub-Total	\$693.03
27	2310	Express Employment Inv# 98647644-8, dtd 07/07/10 Temporary Landscape Help		\$467.74
28	2310	Express Employment Inv# 98659862-1, dtd 07/13/10 Temporary Landscape Help		<u>\$582.43</u>
			Sub-Total	\$1,050.17
		TOTAL		\$12,196.85

County Acct#	Town of Discovery Bay/D.Bay L&L Park #8 Operating Expense Budget 10/11 Approved at 6/16/10 Meeting	2009/2010 Budget	2009/2010 Actuals	2009/2010 % of Budget YTD	2010/2011 Budget	2010/2011 Actuals	Plan to Approve 8/4/2010	50.00% Dec 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	8.33% Jul 10 Month to Date Expenses	2010/2011 % of Budget YTD
2100	Office Expenses	\$500	\$1,076	215%	\$850	\$0							0%
2102	Books, Periodicals & Subscriptions	\$50	\$25	49%	\$150	\$0							0%
2103	Postage	\$50	\$0	0%	\$50	\$0							0%
2110	Communications (Messenger, Radio, etc.)	\$1,500	\$1,140	76%	\$1,785	\$0							0%
2120	Utilities (Street Lights, Water, & Garbage)	\$105,000	\$89,858	86%	\$117,000	\$239	\$7,096						0%
2130	Small Tools & Instruments	\$1,000	\$875	87%	\$750	\$100	\$736						13%
2131	Minor Equipment, Furniture Less than \$1000.	\$500	\$1,208	242%	\$975	\$900							0%
2170	Household Items	\$800	\$1,209	151%	\$900	\$0							0%
2190	Public Notices	\$100	\$633	633%	\$150	\$0							0%
2200	Memberships	\$200	\$0	0%	\$450	\$0							0%
2250	Rent & Lease of Equipment	\$100	\$95	95%	\$500	\$0							0%
2251	Computer Software	\$500	\$0	0%	\$950	\$0							0%
2270	Maintenance of Equipment	\$700	\$1,858	265%	\$950	\$0							0%
2271	Automotive Supplies & Repairs	\$1,300	\$91	1%	\$2,000	\$0							0%
2272	Gasoline/Fuel for Equipment	\$4,100	\$2,246	55%	\$4,000	\$159	\$159						0%
2281	Maintenance of Buildings	\$5,000	\$5,402	108%	\$5,300	\$244	\$244						0%
2282	Grounds Maintenance	\$250,000	\$189,315	76%	\$166,484	\$9,915	\$2,304						6%
2284	Requested Maintenance from County (3620)	\$500	\$0	0%	\$100	\$0							0%
2301	Auto Mileage/Employee Reimbursement	\$300	\$790	263%	\$100	\$0							0%
2303	Other Travel Employee Expenses	\$200	\$102	51%	\$1,500	\$0							0%
2310	Professional Services	\$10,000	\$11,116	111%	\$8,100	\$366							5%
2310	Staff Payroll	\$63,000	\$39,064	62%	\$72,000	\$0							0%
2360	Insurance	\$8,000	\$10,389	130%	\$5,200	\$1,050	\$1,050						0%
2470	Road/Construction Materials (Street Signs)	\$1,000	\$0	0%	\$500	\$0							0%
2479	Other Special Expenses	\$5,000	\$5,810	116%	\$3,500	\$0							0%
2490	Miscellaneous Services & Supplies	\$200	\$21	10%	\$300	\$0							0%
3530	Taxes & Assessments	\$4,500	\$0	0%	\$500	\$0							0%
3611	Inherland Exp - Gov/Gov (Investment Svcs&Property Tax Adm. Costs)	\$500	\$0	0%	\$500	\$0							0%
5011	Reimbursement-Gov/Gov County Administration Chrgs	\$500	\$0	0%	\$500	\$0							0%
Misc.	Reserves	\$0	\$0		\$0	\$0							0%
	Total Expenses:	\$465,100	\$362,238	78%	\$394,494	\$10,619	\$12,197	\$0	\$0	\$0	\$0	\$10,619	3%

Miscellaneous Adjustments:

Request for authorization to pay invoices
For the Meeting on August 4, 2010
 Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/10 - 6/11

Acct Code					
1	2120	PG&E / Acct# 0403377952-3	1445 Cullen Dr. (Irrig Contr)	06/11-07/12/10	\$199.86
2	2120	PG&E / Acct# 1066166716-1	829 Poe Dr (Irrig Contr)	06/11-07/12/10	\$11.86
3	2120	PG&E / Acct# 7705163630-4	1738 Wilde Dr (Irrig Contr)	06/11-07/12/10	<u>\$11.86</u>
				Sub-Total	\$223.58
4	2282	Cleary Bros Inv# B006085, dtd 6/10/10			\$2,920.00
5		<u>Capital One Account Printout for July 15 - July 29, 2010</u>			
	2479	Other Special Expenses			\$333.23
				TOTAL	\$3,476.81

2010/2011

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

County Acc#	Account Description	2009/2010 Budget	2009/2010 YTD ACTUALS	2009/2010 -% of Budget YTD	2010/2011 Budget	8.33% Jul 10 Month to Date Expenses	16.67% Aug 10 Month to Date Expenses	25.00% Sep 10 Month to Date Expenses	33.33% Oct 10 Month to Date Expenses	41.67% Nov 10 Month to Date Expenses	50.00% Dec 10 Month to Date Expenses	Planned to Pay 8/4/2010	2010/2011 YTD REIMB.	2010/2011 YTD ACTUALS	2010/2011 % of Budget YTD
2100	Office Expenses	\$150	0	0%	\$150									0	0%
2102	Books, Periodicals & Subscriptions	\$50	0	0%	\$50									0	0%
2103	Postage	\$50	0	0%	\$50									0	0%
2110	Communications (Messenger, Radio, etc.)	\$100	0	0%	\$650									0	0%
2120	Utilities (Street Lights, Water, & Garbage)	\$5,000	0	0%	\$12,500							\$224		0	0%
2130	Small Tools & Instruments	\$100	0	0%	\$100									0	0%
2131	Minor Equipment, Furniture Less than \$1000.	\$100	0	0%	\$500									0	0%
2170	Household Items	\$0	581	#DIV/0!	\$700									0	0%
2190	Public Notices	\$50	38	76%	\$150									0	0%
2200	Memberships	\$50	0	0%	\$165									0	0%
2250	Rent & Lease of Equipment	\$500	0	0%										0	0%
2251	Computer Software		0	#DIV/0!	\$500									0	#DIV/0!
2270	Maintenance of Equipment	\$200	109	55%	\$200									0	0%
2271	Automotive Supplies & Repairs	\$300	0	0%	\$300									0	0%
2272	Gasoline/Fuel for Equipment	\$300	0	0%	\$500									0	0%
2282	Grounds Maintenance	\$54,000	32,593	60%	\$48,540	\$81						\$2,920		81	0%
2301	Auto Mileage/Employee Reimbursement	\$100	129	129%										0	#DIV/0!
2303	Other Travel/Employee Expenses		46	#DIV/0!	\$250									0	0%
2310	Professional Services	\$5,000	2,890	58%	\$2,000	\$840							840	840	42%
2310	Staff Payroll	\$13,000	356	3%	\$25,500									0	0%
2360	Insurance	\$5,000	0	0%	\$1,850									0	0%
2470	Road/Construction Materials (Street Signs)		0	#DIV/0!										0	#DIV/0!
2479	Other Special Expenses		1,249	#DIV/0!	\$500							\$333		0	0%
2490	Miscellaneous Services & Supplies		0	#DIV/0!	\$300									0	0%
3530	Taxes & Assessments	\$1,000	0	0%	\$500									0	0%
5011	Reimbursement-Gov/County Admin. Chrgs	\$100	0	0%										0	0%
Misc.	Reserves		0	#DIV/0!										0	#DIV/0!
	Total Expenses	\$85,150	37,990	45%	\$95,955	\$921	\$0	\$0	\$0	\$0	\$0	\$3,477		921	#DIV/0!

Miscellaneous Adjustments:



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

Prepared By: Rick Howard, General Manager

Submitted By: Rick Howard, General Manager *RH*

Agenda Title

Adopt Resolution No. 2010-10 appointing General Manager to also be Board Secretary

Recommended Action

Adopt Resolution 2010-10 Appointing Board Secretary

Executive Summary

In order that the District continues to operate in an efficient manner, and pursuant to California Community Service District Law, it is recommended that General Manager Richard Howard be appointed as Board Secretary. Duties of the Board Secretary include coordinate with the Board president in setting and preparing the Agenda, signing official documents, including Resolutions and Ordinances, easement documents, escrow documents and other official documents on behalf of the District.

The Board Secretary is also ultimately responsible for posting of Board Agendas, preparing meeting minutes, Board Actions, and maintaining the records of the District in a manner consistent with good business practices.

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

Resolution 2010-10

AGENDA ITEM: E-3



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION NO. 2010-10

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT
APPOINTING THE GENERAL MANAGER AS THE DISTRICT SECRETARY**

WHEREAS, the Town of Discovery Bay Community Services District operates under California Community Services District laws as established; and

WHEREAS, pursuant to Government Code §61240, the Board of Directors of the Discovery Bay Community Services District is required to appoint a District Secretary.

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

SECTION 1. That General Manager Richard J. Howard is appointed as Secretary of the District pursuant to Government Code §61240 and that all previous resolutions appointing a District Secretary are hereby rescinded. No additional compensation shall be paid to the General Manager for performance as District Secretary.

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

Passed and adopted at a regular meeting of the Board of Directors of the Town of Discovery Bay Community Services District on August 4, 2010, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
J. KEVIN GRAVES, President
Town of Discovery Bay C.S.D.

ATTEST:

RICHARD J. HOWARD, Secretary
Town of Discovery Bay C.S.D.



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Adopt Resolution amending the manner in which the District pays warrants, invoices and demands for payment

Recommended Action

Adopt Resolution 2010-11 Modifying the manner Payments, Warrants And Invoices are paid

Executive Summary

Since the inception of the Discovery Bay Community Services District, the CSD regularly pays warrants, invoices and demands on a regular, twice monthly basis. This change will not affect that schedule.

Government Code §61053 states that the District *"may provide that checks to pay claims and demands need not be approved by the board of directors before payment if the district treasurer determines that the claims and demands conform to the district's approved budget."* All District expenditures are either budgeted expenditures, authorized by the Board through Board action, or paid pursuant to emergency provisions. As Board pre-authorization has taken place, there is no overriding requirement to continue to pay warrants, invoices and demands by first obtaining Board authorization.

By implementing this change, all warrants, invoices and demands will still be paid in the same manner, however, instead of approving "Various District Invoices" as identified in Board agendas, the Board will review and approve the "Check Register", a register of warrants, invoices and demands that have been paid within the past accounts payable cycle.

The benefit of making this change is twofold: First, at this time, warrants, invoices and demands are occasionally delinquent; and Second and more importantly, this modification would allow staff to negotiate discounts for early payment. Generally speaking, discounts and allowances on early payment are standard business practice. An example is 2/10 net 30 - this means the District must pay within 30 days of the invoice date, but will receive a 2% discount if they pay within 10 days of the invoice date. This has the possibility of saving the CSD money if vendors and contractors would be willing to accept these contract terms. One large vendor could single-handedly result in over \$20,000 in annual savings.

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

Resolution 2010-11

AGENDA ITEM: E-4



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION NO. 2010-11

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT
MODIFYING THE MANNER PAYMENTS, WARRANTS AND INVOICES ARE PAID**

WHEREAS, Town of Discovery Bay Community Services District presently pays all invoices once District staff has received authorization through Board action; and

WHEREAS, Payments, warrants and invoices are all budgeted items and/or have previously been approved by Board action by contract or purchase order; and

WHEREAS, at times this method of disbursement results in late payments of District obligations; and

WHEREAS, by approving Warrants after payment, the Board will review and take action to approve the Check Register at each meeting; and

WHEREAS; this process allows the District to negotiate with vendors a discount for early payment, saving the District money.

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

SECTION 1. That the method of disbursement for payments warrants and invoices is changed to allow disbursement of payments warrants and invoices to be made without Board Authorization but that a Check Register is returned to the Board at each meeting for review and action for authorization.

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

Passed and adopted at a regular meeting of the Board of Directors of the Town of Discovery Bay Community Services District on August 4, 2010, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
J. KEVIN GRAVES, President
Town of Discovery Bay C.S.D

ATTEST:

RICHARD J. HOWARD, Secretary
Town of Discovery Bay C.S.D.



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Adopt Ordinance 21 directing that fees and charges be adopted by Resolution

Recommended Action

Adopt Ordinance 21

Executive Summary

The Board introduced and waived reading of Ordinance 21 on July 21, 2010.

In the past, the District has adopted fees by Ordinance. By law, Ordinances have a thirty (30) day waiting period and must be published at the expense of the CSD. Changes in the CSD Law permit fees to be adopted by Resolution without a waiting period or need to publish. This Ordinance will permit the new water and wastewater fees to be adopted by Resolution.

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

July 21, 2010

Attachments

- Town of Discovery Bay CSD - Ordinance No. 21

AGENDA ITEM: E-5



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT (CSD)

ORDINANCE NO. 21

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DIRECTING THAT FEES AND CHARGES BE ADOPTED BY RESOLUTION

WHEREAS, the Town of Discovery Bay Community Services District ("District") in the past has adopted fees and charges for water and wastewater services by ordinance which requires a thirty (30) day waiting period and publication in a newspaper of general circulation at the expense of the District; and

WHEREAS, Community Services District Law now permits charges for services and facilities to be adopted by resolution which does not require a waiting period or publication;

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

- 1. Effective with Fiscal Year 2010-2011 fees and charges for services and facilities may be established by resolution.
2. This Ordinance shall take effect and be in force thirty (30) days after its adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall by published once (1) in The Contra Costa Times, a newspaper of general circulation published in the County of Contra Costa, State of California, with the names of the members of the Board of Directors voting for and against the same. This Ordinance shall become effective thirty (30) days after its passage.

Passed and adopted at a regular meeting of the Board of Directors of the Town of Discovery Bay Community Services District on August 4, 2010, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
J. KEVIN GRAVES, President
Town of Discovery Bay C.S.D.

ATTEST:

By: _____
RICHARD J. HOWARD, Secretary
Town of Discovery Bay C.S.D.

AGENDA ITEM - E-5



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Public Hearing to establish charges for Water and Wastewater services and collection of the charges on the County Tax Roll for the 2010/11 fiscal year.

Recommended Action

Receive testimony from the public, close the Public Hearing and Adopt resolution 2010-07 establishing Fiscal Year 2010-11 charges for water and wastewater service and continuing collection of water and wastewater service charges on the county tax roll.

Executive Summary

On July 21, 2010, the CSD Board of Directors received public input and testimony regarding the establishment of new charges for water and wastewater service and continuing collection of water and wastewater service charges for Fiscal Year 2010-11.

The proposed increase for this fiscal year is 9% for all utility customers. Notices were mailed to all property owners in Discovery Bay the 1st part of June 2010 in compliance with Proposition 218.

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

May 19, 2010 - Board Budget Review Session

June 16, 2010 - Adoption of 2010/11 CSD Budget

July 21, 2010 - Opened Public Hearing

Attachments

- Notice of Public Hearing for Water and Wastewater Service Charge proposed rate increase for 2010/11 (this was mailed to all Discovery Bay households).
- Resolution 2010-07

AGENDA ITEM: F-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2010-07

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT
ESTABLISHING CHARGES FOR WATER AND WASTEWATER SERVICE AND
CONTINUING COLLECTION OF WATER AND WASTEWATER
SERVICE CHARGES ON THE COUNTY ROLL**

WHEREAS, the Board of Directors of the Town of Discovery Bay Community Services District ("Board") has caused to be prepared a report entitled "Water and Wastewater Rate Study – June 2010" by Hornberger Engineering of Campbell (called the "Report"); and

WHEREAS, the Board has adopted the Report; and

WHEREAS, the Board has determined that it is necessary to increase the water and wastewater service charges for metered users; and

WHEREAS, the Board has determined that it is necessary to increase the water and wastewater service charges for non-metered residential users and to collect such charges on the County tax rolls; and

WHEREAS, the Board has determined that it is necessary to accept and continue in effect those charges for water and sewer services established by Contra Costa County Sanitation District 19 pursuant to its Ordinance No. 18, and accepted and continued by Town of Discovery Bay Community Services District Ordinance No. 1, including collection of those charges on the County tax rolls, for those users within the Town which are not metered or are not non-metered residential users; and

WHEREAS, the Board finds and declares that the Town of Discovery Bay Community Services District has prepared a report of all parcels in the district receiving water and wastewater services, and the amount of the charge for each parcel for the year; and that written notice of said report was mailed to each person to whom any parcel of real estate described in such report is assessed; and that the Town of Discovery Bay Community Services District has held a public hearing pursuant to Government Code section 61115; and

WHEREAS, the Board finds and declares that the Town of Discovery Bay Community Services District has complied with the requirements of California Constitution Article XIIIID, Section 6 (Proposition 218), and that no majority protest was received;

NOW THEREFORE BE IT RESOLVED the Board of Directors of the Town of Discovery Bay Community Services District as follows:

1. The above recitals are true and correct, and are incorporated as part of this Resolution.
2. For Fiscal Year 2010/2011 the water and wastewater are established as set forth in Table 1 and Table 2, attached hereto as Exhibit A.
3. The General Manager shall have the authority, in the event of a parcel having large irrigated areas, to reduce the sewer use component of the above rates to recognize that water for irrigation does not enter the wastewater system.
4. The rates for water and wastewater service for all parcels which are non-metered and are not included in the categories set forth in Exhibit A of this Resolution are continued at the level established by Contra Costa County Sanitation District 19 pursuant to its Ordinance No. 13, and accepted and continued by the Town of Discovery Bay Community Services District Ordinance No. 1.
5. The Board finds and declares that the annual charge for non-metered water and wastewater services shall be collected on the Contra Costa County tax roll as set forth in Government Code §§ 61115 and following, and the Secretary of the Town of Discovery Bay Community Services District is authorized and directed to file the report of such charges, and all other documents necessary, with the Auditor-Controller of Contra Costa County.
6. For fiscal year 2011/2012 and thereafter the rates set forth in this Resolution shall be changed each year as inflation rises or falls and the cost of labor to read metered water meters increases or decreases. This change shall be based on the Consumer Price Index for All Urban Consumers for the San Francisco-Oakland-San Jose, CA area. This percentage shall increase or decrease each fiscal year by using the CPI for the two (2) previous years.
7. The Board finds and declares that the adoption of this Resolution and the rates established herein is exempt from the requirements of the California Environmental Quality Act pursuant to Title 14, California Code of Regulations § 15273(a), and specifically adopts and incorporates herein as part of the record and as findings those sections of the Report which discuss the need for revenue, including the projected total operating expenses, the capital projects and the improvements required, and specifically finds and declares that the charges established herein are for the purposes specified in Title 14, California Code of Regulations, § 15273(a)(1) through 15273(a)(4), and not to fund expansion of either the water or the wastewater system.

8. The Secretary of the Town of Discovery Bay Community Services District is authorized and directed to file a Notice of Exemption pursuant to Title 14, California Code of Regulations, §15062.

Passed and adopted at a regular meeting of the Board of Directors of the Town of Discovery Bay on August 4, 2010, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

By: _____

J. KEVIN GRAVES, President
Town of Discovery Bay C.S.D.

By: _____
RICHARD J. HOWARD, Secretary
Town of Discovery Bay C.S.D.

“Exhibit A”

Table 1 - WATER		Existing FY 2009/10		Proposed FY 2010/11	
Residential Unmetered		Monthly	Yearly	Monthly	Yearly
		(\$/month/DU)	(\$/year/DU)	(\$/month/DU)	(\$/year/DU)
Parcel Size (Square Fee/DU)					
Under 5,000		\$17.06	\$204.72	\$18.75	\$225.00
5,000 - 10,000		\$21.59	\$259.08	\$23.77	\$285.24
10,001 - 15,000		\$26.12	\$313.44	\$28.79	\$345.48
Over 15,000,		\$26.12	\$313.44	\$28.79	\$345.48
Plus Each Additional 1,000		\$1.51	\$18.12	\$1.67	\$20.04
WATER		Monthly	Use	Monthly	Use
All Metered		(\$/month)	(\$/ccf)	(\$/month)	(\$/ccf)
Nonirrigation Account Charge:					
5/8" Inch Meter		\$3.47		\$5.49	
1 Inch Meter		\$3.47		\$5.74	
1 1/2 Inch Meter		\$3.47		\$5.98	
2 Inch Meter		\$3.47		\$6.66	
3 Inch Meter		\$3.47		\$11.61	
4 Inch Meter		\$3.47		\$13.45	
6 Inch Meter		\$3.47		\$17.73	
Irrigation Account Charge:					
5/8" Inch Meter		\$0.00		\$1.80	
1 Inch Meter		\$0.00		\$2.05	
1 1/2 Inch Meter		\$0.00		\$2.29	
2 Inch Meter		\$0.00		\$2.97	
3 Inch Meter		\$0.00		\$7.92	
4 Inch Meter		\$0.00		\$9.76	
6 Inch Meter		\$0.00		\$14.04	
Metered Usage Charge:					
All Usage			\$0.822		\$0.803
Table 2 - WASTEWATER		Existing FY 2009/10		Proposed FY 2010/11	
Residential Unmetered		Monthly	Yearly	Monthly	Yearly
		(\$/month)	(\$/year)	(\$/month)	(\$/year)
Single Family - Each DU		\$40.78	\$489.36	\$44.38	\$532.56
Multiple Family/Condos - Each DU		\$30.58	\$366.96	\$33.29	\$399.48
Nonresidential Metered		Use		Use	
		(\$/ccf)		(\$/ccf)	
Business/Government/Clubs		\$2.975		\$3.082	
Restaurants/Bars/Dining Facilities		\$8.437		\$9.048	
Schools		\$2.680		\$2.773	
Other Domestic Strength Users		\$2.975		\$3.082	

DU = Dwelling Unit

ccf = 100 cubic feet = 748 gallons

The charges above are based on the "Water & Wastewater Rate Study" by Homberger Engineering prepared for the District.

Water and wastewater rates comply with Proposition 218 and the wastewater rates also comply with the Revenue Program Guidelines of the State Water Resources Control Board.

Dear Property Owner:

The Town of Discovery Bay Community Services District ("District") that provides your home and/or business with drinking water and wastewater services is committed to providing excellent service to you. Our water supply and distribution system includes four (4) wells, two (2) water treatment facilities and approximately 30 miles of distribution lines. Our wastewater collection and treatment system includes a state of the art, bio-solids treatment facility, fifteen (15) lift stations, & two (2) wastewater treatment plants. The District is planning to hold a public hearing to discuss and possibly approve new water & wastewater rate increases for your parcel(s) for the 2010/11 year. This public hearing date is scheduled for Wednesday, July 21, 2010 at 7:00p.m. at the District Office located at 1800 Willow Lake Road, Discovery Bay, California.

Rate Study

The District has contracted with Hornberger Engineering that prepared a rate review study report. This report has been filed with the District's Secretary and forecasts what the District plans to spend during the next five (5) years on operating expenses and system improvements in order to continue to provide and maintain the water & wastewater services to our customers. The data in the report is then compared to our water & wastewater revenue for the next five (5) years and used to develop future rates. Copies of the rate study are available at the district office at 1800 Willow Lake Road, Discovery Bay, CA 94505.

Basis of Proposed Rates

The reason for the proposed rate increase are:

- o Increased expense for our new contract operator of the water and wastewater system.
- o Additional staffing for the water metering program.
- o State requirement to study salinity in our wastewater.
- o Mitigation requirements imposed by the State.
- o The need to provide for repair, replacement, reserves, and increased operating expenses for the water and wastewater systems.

In summary, the reason for the rate increase is to pay for the increased operating expenses & improvements and State requirements, necessary to provide the water & wastewater. The increased rates are not designed to accommodate new growth.

When will the changes take place?

If approved, the rate changes would start for the fiscal year 2010/2011.

PRESORTED
STANDARD
US POSTAGE PAID
BYRON, CA
PERMIT NO. 15

TOWN OF DISCOVERY BAY CSD

1800 Willow Lake Road

Discovery Bay, CA 94505



TO:

**NOTICE OF PUBLIC HEARING
WATER & WASTEWATER SERVICE
CHARGE**

**PROPOSED RATE INCREASE
2010/2011**

WEDNESDAY,

JULY 21, 2010 at 7:00p.m.

**TOWN OF DISCOVERY BAY
COMMUNITY**

**SERVICES DISTRICT
1800 Willow Lake Road
(925) 634-1131**

Compliance with Proposition 218

In 1996, California voters approved Proposition 218, which amended the state constitution as it relates to the passage of property related fees. This requires that local governments follow a strictly defined process when setting fees. The District must 1) inform property owners that a proposed rate increase is being considered, 2) clearly demonstrate the basis on which these fees are calculated (the rate study), and 3) hold a public hearing at least 45 days after notice where the District hears all protests to the rate increase. Water & Wastewater rates are subject to "majority protest" meaning they cannot be passed if a majority of property owners impacted by the rate change submit written protests opposing the increase.

Concerns, Please Contact Us

If you have any questions or comments about the proposed rate increases or wish to protest, you may:

Address the Board: Attend the Public Hearing on Wednesday, July 21, 2010.

Write: Written protests against the proposed rate change have to identify the address, or the parcel number of the impacted property, and include the signature(s) of the property owner(s). If the District receives written protests against the proposed water & wastewater rates by a majority of the affected property owners prior to the end of the hearing, the Board will not approve the change. Only one protest of each property will be counted.



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Approve and Adopt Resolution 2010-08, Intention to Levy and Collect Annual Assessment for the Ravenswood Improvement District – DB L&L Zone #9 for the Fiscal Year 2010-2011 and Approve and Adopt Resolution No. 2010-09, Confirming the Report and Ordering the Levy and Collection of Charges for the Annual Assessments for Ravenswood Improvement District Assessments within the Town of Discovery Bay Community Services District for the Fiscal Year 2010-2011; continue Collection of Assessments on County Tax Roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District.

Recommended Action

Approval and adoption of Resolutions 2010-08 and 2010-09.

Executive Summary

As part of the annual assessment process for the Ravenswood Improvement District – DB L&L Zone #9, the Board approved and adopted Resolution 2010-05, which directed Herwit Engineering to prepare the assessment report. Herwit provided the Final Assessment Engineer's Report to Town staff on July 12, 2010. In that report, Herwit determined that based on anticipated increased Operating and Capital Improvement costs (as shown on the Approved Final Budget for Discovery Bay L&L Zone #9) the per parcel assessment would have equated to \$472.68; however, due to the reserve currently being overfunded by \$12,550.43, the total assessment was reduced by \$61.82 per parcel to avoid continuing to overfund the reserve. The final assessment for the 2010-2011 fiscal year is \$410.86. This is an increase over last year's assessment of \$406.00 (which was also given a reduction due to an overfunded reserve) of \$7.86 per parcel.

In order to levy and collect the annual assessment, the Board must approve and adopt the attached two (2) resolutions.

Fiscal Impact:

Amount Requested \$N/A
Sufficient Budgeted Funds Available?: N/A
Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Approval and adoption of Resolution 2010-05 on June 2, 2010; Directing Herwit Engineering to prepare annual assessment for the Ravenswood Improvement District – DB L&L Zone #9
Approval and adoption of 2010-2011 Final Operating and Capital Improvement Budget for Discovery Bay Landscape and Lighting Zone #9, - June 16th, 2010

Attachments

Resolution 2010-08
Resolution 2010-09
Final Assessment Engineer's Report, July 2010

AGENDA ITEM: F-2



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION NO. 2010-08

**RESOLUTION OF INTENTION OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT (CSD)
TO LEVY AND COLLECT AN ANNUAL ASSESSMENT
FOR THE RAVENSWOOD IMPROVEMENT DISTRICT – DB L&L ZONE #9
FOR THE FISCAL YEAR 2010-2011**

WHEREAS, the Board of Directors of the Town of Discovery Bay Community Services District (CSD), pursuant to a development agreement with the developer of that subdivision known as Ravenswood formed a landscaping, park, lighting and open space district, for the purpose of providing for the operation and maintenance of landscaping, park, lighting and open space installed in said subdivision by developer; and

WHEREAS, said subdivision is generally located along Blake Court, Coleridge Way, Wilde Drive, Shakespeare Court, Slifer Court and Seuss Court, and

WHEREAS, the Board of Directors now desires to declare its intention to levy an annual assessment within such district.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Town of Discovery Bay CSD as follows:

1. The Board of Directors of the Town of Discovery Bay CSD, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, and to levy and collect assessments thereunder, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, park, lighting and open space in the subdivision known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.

4. The designation for the assessment district is "Ravenswood Improvement District" –DB L&L Zone #9.
5. HERWIT Engineers have prepared and filed with the Secretary of the Board of Directors a report detailing the full and detailed designation of the improvements, and the boundaries of, and the proposed assessments upon assessable lots and parcels of land within, the Ravenswood Improvement District, and the Board of Directors hereby adopts and approves said report.
6. A hearing by the Board of Directors on the question of levy of annual assessments of the Ravenswood Improvement District –DB L&L Zone #9 for the fiscal year 2010-2011 year will be held at 7:00 p.m., on August 4, 2010, at 1800 Willow Lake Road, Discovery Bay, CA 94505.

PASSED AND ADOPTED by the Town of Discovery Bay Community Services District Board of Directors, at a regular meeting thereof, held on August 4, 2010, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTION: _____

J. KEVIN GRAVES

President, Board of Directors

ATTEST:

RICHARD J. HOWARD

Secretary, Board of Directors



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2010-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT CONFIRMING THE REPORT AND ORDERING THE LEVY AND COLLECTION OF CHARGES FOR THE ANNUAL ASSESSMENTS FOR RAVENSWOOD IMPROVEMENT DISTRICT ASSESSMENTS WITHIN THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT FOR THE FISCAL YEAR 2010-2011

WHEREAS, all property owners in Ravenswood approved the formation of a landscaping, parks, lighting and open space assessment district pursuant to California Streets and Highways Code sections 22500 and following; and

WHEREAS, the formation of such district, and the levy of assessment on the real property therein was approved by the landowners in such district in accordance with California Constitution Article XIID (Proposition 218); and

WHEREAS, the assessments against the real property in each assessment area are not levied with regard to property values and these assessments are for the purpose of paying for the operation and maintenance of landscaping, parks, lighting and open space installed in such district; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. The above recitals are true and correct.
2. The report, diagram and assessment set forth in that report ("Report") prepared by HERWIT Engineers for the Ravenswood Improvement for fiscal year 2010-2011 is adopted and confirmed.
3. The assessment specified in the Report for the Ravenswood District, for fiscal year 2010-2011 is hereby imposed on the real property within such district for fiscal year 2010-2011.

4. The Board of Directors of the Town of Discovery Bay Community Services District orders the levy and collection of such assessments in accordance with California Streets and Highway Code sections 22645 and 22646.
5. The Secretary of the Board of Directors is authorized and directed to file the diagram and assessments, and any other necessary documents, with the Auditor-Controller of Contra Costa County in accordance with California Streets and Highway Code section 22641.
6. The Secretary of the Board of Directors is authorized and directed to file a Notice of Exemption pursuant to Public Resources Code section 21080 (b)(8) and Title 14 California Code of Regulations section 15062.

PASSED AND ADOPTED by the Town of Discovery Bay Community Services District Board of Directors at a regular meeting thereof held on August 4, 2010 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTION: _____

J. KEVIN GRAVES

President, Board of Directors

ATTEST:

RICHARD J. HOWARD

Secretary, Board of Directors

**FINAL ASSESSMENT ENGINEER'S
REPORT**

Prepared for the

**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

**Landscaping, Park, Lighting and Open-Space
Improvements District DB L&L #9**

For Fiscal Year 2010-2011

**Prepared by
HERWIT Engineering**

**6200 Center Street, Suite 310
Clayton, California 94517
(925) 672-6599**

JULY 2010



Town of Discovery Bay Community Services District

Director and President

Kevin Graves

Director and Vice President

Mark Simon

Director and Treasurer

Brian Dawson

Director

David Piepho

Director

Ray Tetreault

General Manager

Rick Howard

Water and Wastewater Manager

Virgil Koehne

Landscape Manager

Fairin Perez

District's Attorney

Neumiller & Beardslee

Assessment Engineer

HERWIT Engineering

Date: July 2010

**Assessment Engineers Report
For
Landscape, Park, Lighting and Open-Space District DB L&L #9, Zone #1
Subdivision 8710 (Ravenswood)**

Pursuant to Governmental Code 61710 and procedures of the Landscaping and Lighting District Act of 1972, the Town of Discovery Bay Community Services District (CSD) is responsible for the Landscape, Park, Lighting and Open-Space District DB L&L #9 submits this "Assessment Engineers Report" for the 2010-2011 year, which consists of five (5) parts as follows.

PART A. Plans and Specifications

This part describes the improvements in this District. The plans, drawings and specifications are on file in the Town of Discovery Bay CSD District Office. A listing of these documents and drawings are outlined in the original Assessment Engineers Report approved in 2006.

PART B. Estimate of Cost

This part contains an estimate of the cost of proposed improvements, including incidental costs and expenses in connection therewith, is as forth on the lists, which are on file in the Town of Discovery Bay CSD District office.

PART C. Method of Apportionment of Assessment

This part contains the method by which the undersigned engineering firm has determined the amount proposed to be assigned against each parcel, based upon parcel classification of land within this District, in proportion to the estimated benefits to be received. This listing is also on file in the Town of Discovery Bay CSD District office.

PART D. District Diagram of Assessment

This part by reference of a diagram shows the parcel lot numbers that are within this District.

PART E. Property Owner List & Assessment Roll

The listing of Assessed parcels and their owners are on file in the Town of Discovery Bay CSD District office.

Engineers Assessment Report for 2009-2010 year

During this time period the DB L&L #9, Zone #1 District financial report is as follows:

\$ 82,418 Annual assessments & investment revenue was received

\$ 90,793 Annual expenses grounds maintenance, capital improvements, and administrative expenses.

A copy of the income and expenses is attached to this report.

\$ 234,262 Fund total after 2009-2010 annual expenses.

Note: The expenses were higher for the 2009-2010 time period than the previous years because the Town of Discovery Bay CSD is currently managing the District and some capital improvements were constructed for the District. However, even with the higher expenses, the District reserve is above its maximum amount per the requirements of the District as adopted in 2006. Excess Revenues above the maximum allowable reserve balance were therefore used to reduce the required 2010-2011 assessment.

Current Assessment

The 2009-2010 fiscal year assessment per parcel based on the engineer's formula defined in the Assessment Engineers Report adopted in 2006 is \$406 per parcel. This is less than the initial year assessment as defined in the Assessment Engineers Report because excess revenues from the previous year were used to reduce the assessment.

Inflation Adjustment to Maximum Assessment

The maximum assessment defined in the Assessment Engineers Report adopted in 2006 is \$501 per parcel based upon build out of the facilities and maintenance of the storm water basins. As specified in the Assessment Engineers Report, the maximum assessment is escalated annually by the consumer price index for San Francisco-Oakland-San Jose. At the time of preparation and adoption of the Assessment Engineers Report, the CPI index as published by the Bureau of Labor Statistics (BLS) for the Consolidated Metropolitan Statistical Area (CMSA) covering San Francisco – Oakland – San Jose reported for April 2006 was 208.9. The base year for the index is an average of 1982, 1983, and 1984 (hence 1982-1984=100). On April 2010, the same CPI index is reported as 227.7. Based upon the change in the CPI, the new maximum assessment allowed for the 2010-2011 fiscal year is \$546.09.

Calculation of Maximum Reserve Account Balance

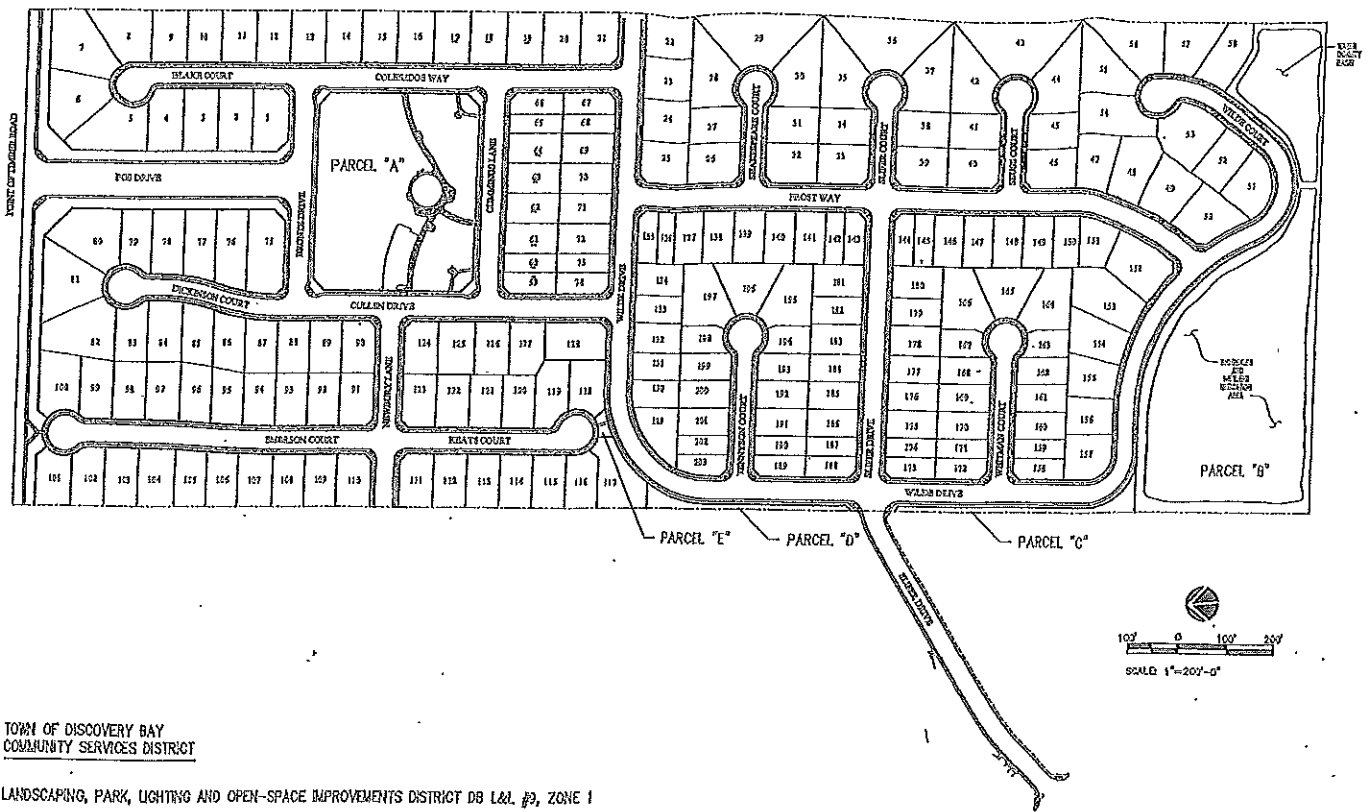
As stated in the adopted Assessment Engineers Report, the total funds in the reserve account are limited to 200% of the total funds collected by the District's not to exceed annual assessment. The new maximum not to exceed annual assessment allowable for the 2010-2011 fiscal year is \$546.09. This assessment is equally assessed to 203 parcels for an annual total of \$110,856.27. Therefore, the maximum Reserve Account Balance is \$221,711.57. After the reserve account has accrued to the maximum amount, any money received by the District in excess of annual maintenance and administrative costs will be returned to the property owner in the form of a reduced assessment in the following fiscal year.

New Assessment for 2010-2011 Fiscal Year

The District will incur normal expenses for the maintenance of the landscape District this year. In addition, during this fiscal year, the District is also scheduled to construct capital improvements. The estimated budget for 2010-2011 is \$95,955. This equates to \$472.68 per parcel for all 203 parcels. However, the reserve is currently overfunded by \$12,550.43. This equates to \$61.82 per parcel for all 203 parcels. The difference between these two numbers (\$472.68-\$61.82) is the necessary assessment for the 2010-2011 fiscal year.

Based on this report, the assessment for 2010-2011 tax year must be reduced to avoid overfunding the reserve fund. The Assessment for the 2010-2011 fiscal year is then \$410.86 per parcel applied equally to all 203 parcels as defined in the adopted Assessment Engineers Report.

PART "D"



TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT

LANDSCAPING, PARK, LIGHTING AND OPEN-SPACE IMPROVEMENTS DISTRICT DB L&L #3, ZONE 1

Ravenswood DB #9 APNs for Tax Roll Year 2010-11
PART "E"

APN	Situs Address	Assessment
011-600-001-9	701 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-002-7	707 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-003-5	715 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-004-3	719 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-005-0	725 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-006-8	731 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-007-6	732 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-008-4	726 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-009-2	720 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-010-0	714 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-011-8	708 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-012-6	702 BLAKE CT DISCOVERY BAY, CA 94505-2659	\$410.86
011-600-013-4	1501 COLERIDGE WAY BYRON, CA 94505-2657	\$410.86
011-600-014-2	1509 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-600-015-9	1517 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-600-016-7	1525 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-600-017-5	1533 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-600-018-3	600 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-019-1	608 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-020-9	616 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-021-7	624 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-022-5	632 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-023-3	640 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-024-1	648 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-025-8	641 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-026-6	633 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-027-4	625 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-028-2	617 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-029-0	609 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-030-8	601 DICKINSON CT DISCOVERY BAY, CA 94505-2661	\$410.86
011-600-031-6	1400 CULLEN DR DISCOVERY BAY, CA 94505-2662	\$410.86
011-600-032-4	1412 CULLEN DR DISCOVERY BAY, CA 94505-2662	\$410.86
011-600-033-2	1424 CULLEN DR DISCOVERY BAY, CA 94505-2662	\$410.86
011-600-034-0	404 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-035-7	410 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-036-5	416 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-037-3	422 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-038-1	428 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-039-9	434 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-040-7	440 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-041-5	446 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-042-3	452 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-043-1	458 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-044-9	459 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-045-6	453 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-046-4	447 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-047-2	441 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-048-0	435 EMERSON CT DISCOVERY BAY, CA 94505	\$410.86
011-600-049-8	429 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-050-6	423 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-051-4	417 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-052-2	411 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-053-0	405 EMERSON CT DISCOVERY BAY, CA 94505-2663	\$410.86
011-600-054-8	502 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-600-055-5	510 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-600-056-3	511 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-600-057-1	503 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-600-058-9	1436 CULLEN DR DISCOVERY BAY, CA 94505-2638	\$410.86
011-600-059-7	1448 CULLEN DR DISCOVERY BAY, CA 94505-2638	\$410.86
011-610-001-7	1541 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-610-002-5	1549 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86

APN	Situs Address	Assessment
011-610-003-3	1557 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-610-004-1	1565 COLERIDGE WAY DISCOVERY BAY, CA 94505-2657	\$410.86
011-610-005-8	1671 WILDE DR BYRON, CA 94505-2655	\$410.86
011-610-006-6	1679 WILDE DR DISCOVERY BAY, CA 94505-2655	\$410.86
011-610-007-4	1687 WILDE DR DISCOVERY BAY, CA 94505-2655	\$410.86
011-610-008-2	1695 WILDE DR DISCOVERY BAY, CA 94505-2655	\$410.86
011-610-009-0	403 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-010-8	411 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-011-6	419 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-012-4	428 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-013-2	420 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-014-0	412 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-015-7	404 SHAKESPEARE CT DISCOVERY BAY, CA 94505-2654	\$410.86
011-610-016-5	501 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-017-3	509 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-018-1	517 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-019-9	524 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-020-7	516 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-021-5	508 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-022-3	500 SLIFER CT DISCOVERY BAY, CA 94505-2653	\$410.86
011-610-023-1	1467 CULLEN DR DISCOVERY BAY, CA 94505-2639	\$410.86
011-610-024-9	4308 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-025-6	4316 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-026-4	4324 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-027-2	4332 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-028-0	4340 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-029-8	4348 CUMMINGS LN DISCOVERY BAY, CA 94505-2660	\$410.86
011-610-030-6	1552 COLERIDGE WAY DISCOVERY BAY, CA 94505-2658	\$410.86
011-610-031-4	1568 COLERIDGE WAY DISCOVERY BAY, CA 94505-2658	\$410.86
011-610-032-2	1688 WILDE DR DISCOVERY BAY, CA 94505-2656	\$410.86
011-610-033-0	1692 WILDE DR BYRON, CA 94505-2656	\$410.86
011-610-034-8	1696 WILDE DR DISCOVERY BAY, CA 94505-2656	\$410.86
011-610-035-5	1700 WILDE DR DISCOVERY BAY, CA 94505-2656	\$410.86
011-610-036-3	1704 WILDE DR DISCOVERY BAY, CA 94505-2656	\$410.86
011-610-037-1	1708 WILDE DR DISCOVERY BAY, CA 94505-2656	\$410.86
011-610-038-9	1453 CULLEN DR DISCOVERY BAY, CA 94505	\$410.86
011-610-039-7	518 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-040-5	526 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-041-3	534 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-042-1	542 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-043-9	550 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-044-7	543 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-045-4	535 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-046-2	527 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-047-0	519 KEATS CT DISCOVERY BAY, CA 94505-2637	\$410.86
011-610-048-8	1460 CULLEN DR DISCOVERY BAY, CA 94505-2638	\$410.86
011-610-049-6	1472 CULLEN DR DISCOVERY BAY, CA 94505-2638	\$410.86
011-610-050-4	1718 WILDE DR DISCOVERY BAY, CA 94505-2640	\$410.86
011-610-051-2	1729 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-052-0	1725 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-053-8	1721 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-054-6	1717 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-055-3	1713 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-056-1	1709 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-610-057-9	1703 WILDE DR BYRON, CA 94505-2641	\$410.86
011-610-058-7	1812 FROST WAY DISCOVERY BAY, CA 94505-2682	\$410.86
011-610-059-5	1824 FROST WAY BYRON, CA 94505-2682	\$410.86
011-610-060-3	1836 FROST WAY DISCOVERY BAY, CA 94505-2682	\$410.86
011-610-061-1	1848 FROST WAY DISCOVERY BAY, CA 94505-2682	\$410.86
011-610-062-9	1860 FROST WAY BYRON, CA 94505-2682	\$410.86
011-610-063-7	1872 FROST WAY DISCOVERY BAY, CA 94505-2682	\$410.86
011-610-064-5	1884 FROST WAY DISCOVERY BAY, CA 94505-2682	\$410.86
011-610-065-2	4281 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-066-0	4284 SLIFER DR BYRON, CA 94505-2644	\$410.86

APN	Situs Address	Assessment
011-610-067-8	1909 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-610-068-6	1745 WILDE DR DISCOVERY BAY, CA 94505-2645	\$410.86
011-610-069-4	4228 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-070-2	4236 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-071-0	4244 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-072-8	4252 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-073-6	4260 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-074-4	4268 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-075-1	4276 SLIFER DR DISCOVERY BAY, CA 94505-2644	\$410.86
011-610-076-9	4273 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-077-7	4265 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-078-5	4257 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-079-3	4249 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-080-1	4241 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-081-9	4233 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-082-7	4225 SLIFER DR DISCOVERY BAY, CA 94505-2646	\$410.86
011-610-083-5	1741 WILDE DR DISCOVERY BAY, CA 94505-2643	\$410.86
011-610-084-3	1737 WILDE DR DISCOVERY BAY, CA 94505-2643	\$410.86
011-610-085-0	104 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-086-8	108 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-087-6	112 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-088-4	116 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-089-2	118 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-090-0	124 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-091-8	130 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-092-6	127 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-093-4	123 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-094-2	119 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-095-9	115 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-096-7	111 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-097-5	107 TENNYSON CT DISCOVERY BAY, CA 94505-2642	\$410.86
011-610-098-3	1733 WILDE DR DISCOVERY BAY, CA 94505-2641	\$410.86
011-620-001-5	603 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-002-3	609 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-003-1	615 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-004-9	622 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-005-6	614 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-006-4	608 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-007-2	602 SEUSS CT DISCOVERY BAY, CA 94505-2652	\$410.86
011-620-008-0	1960 FROST WAY DISCOVERY BAY, CA 94505-2650	\$410.86
011-620-009-8	1968 FROST WAY DISCOVERY BAY, CA 94505-2650	\$410.86
011-620-010-6	1976 FROST WAY DISCOVERY BAY, CA 94505-2650	\$410.86
011-620-011-4	1982 FROST WAY DISCOVERY BAY, CA 94505-2650	\$410.86
011-620-012-2	709 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-013-0	717 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-014-8	725 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-015-5	745 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-016-3	748 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-017-1	740 WILDE CT BYRON, CA 94505-2649	\$410.86
011-620-018-9	732 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-019-7	724 WILDE CT DISCOVERY BAY, CA 94505-2649	\$410.86
011-620-020-5	1917 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-620-021-3	1925 FROST WAY BYRON, CA 94505-2651	\$410.86
011-620-022-1	1933 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-620-023-9	1941 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-620-024-7	1949 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-620-025-4	1957 FROST WAY DISCOVERY BAY, CA 94505-2651	\$410.86
011-620-026-2	1789 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-027-0	1783 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-028-8	1777 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-029-6	1771 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-030-4	1765 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-031-2	1759 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86
011-620-032-0	1753 WILDE DR DISCOVERY BAY, CA 94505-2647	\$410.86

APN	Situs Address		Assessment
011-620-033-8	208 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-034-6	214 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-035-3	220 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-036-1	226 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-037-9	232 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-038-7	238 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-039-5	244 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-040-3	239 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-041-1	233 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-042-9	227 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-043-7	221 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-044-5	215 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-045-2	209 WHITMAN CT	DISCOVERY BAY, CA 94505-2648	\$410.86
011-620-046-0	1749 WILDE DR	DISCOVERY BAY, CA 94505-2645	\$410.86
		Total	\$83,404.58

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

	2007/2008	2008/2009	2009/10	2009/10	2009/10	2009/10	2009/10	2010/11
	Actuals	Actuals	Budget	Actuals thru May	% of Budget	Estimates for Yr End	% of Budget	Proposed Budget
Revenue:								
Current Funds in Contra Costa County	\$83,412	\$166,736	\$247,587	\$242,637	98%	\$242,637		\$234,262
Accounts Payable - Yr End								
Retainage Account								
Disbursements								
Current Property Taxes	(\$86)	(\$103)						
Property Tax Supplemental/Unitary/Secured	\$87,493	\$87,493	\$87,514	\$82,418	94%	\$82,418		\$82,500
SRAF State Rev Transfer								
Property Taxes-Current Unsecured								
Property Taxes-Prop-Unsecured								
Earnings on Investment	\$1,285	\$316						
H/O Prop Tax Relief/State Aid/In Lieu Taxes								
Misc Revenue & Services								
Total Revenue	\$172,104	\$254,442	\$335,101	\$325,055	% Yr End Estimate vs. Budget	\$325,055	97.0%	\$316,762

	2007/2008	2008/2009	2009/10	2009/10	2009/10	2009/10	2009/10	2010/11
	Actuals	Actuals	Budget	Actuals thru May	% of Budget	Estimates for Yr End	% of Budget	Proposed Budget
Expenditure: Operating Expenses								
Office Expenses, Books, Postage			(\$150)		0%	(\$50)		(\$150)
Books, Periodicals & Subscriptions			(\$50)		0%	(\$50)		(\$50)
Postage			(\$100)	(\$37)	37%	(\$100)		(\$650)
Communications			(\$5,000)	(\$5,317)	106%	(\$6,200)		(\$12,500)
Utilities (Street Lights, Water & Garbage)			(\$100)	(\$53)	53%	(\$100)		(\$100)
Small Tools & Instruments			(\$100)		0%	(\$500)		(\$500)
Minor Equipment, Furniture less than \$1000			\$0	(\$632)		(\$632)		(\$700)
Household Items			(\$50)	(\$33)	76%	(\$100)		(\$150)
Public Notices			(\$500)		0%			(\$165)
Memberships		(\$91)	(\$50)		0%			(\$500)
Rent & Lease of Equipment			(\$500)		0%			(\$500)
Computer Software			\$0					(\$200)
Maintenance of Equipment			(\$200)	(\$109)	55%	(\$150)		(\$300)
Automotive Supplies & Repairs			(\$300)		0%			(\$500)
Gasoline		(\$75)	(\$300)		0%			(\$500)
Maintenance of Buildings		(\$153)	\$0					
Grounds Maintenance		(\$2,114)	(\$54,000)	(\$20,763)	38%	(\$32,573)		(\$48,540)
Requested Maintenance from County			\$0					
Auto Mileage/Employee Reimbursement		(\$15)	(\$100)	(\$128)	128%	(\$150)		(\$250)
Other Travel Employee Expenses			\$0	(\$46)		(\$46)		(\$250)
Professional Services/Specialized Services		(\$872)	(\$5,000)	(\$3,055)	61%	(\$3,065)		(\$2,000)
Staff Payroll		(\$3,955)	(\$13,000)		0%	(\$6,430)		(\$25,500)
Insurance			(\$1,000)		0%			(\$1,850)
Road/Construction Materials (Street Signs)			\$0					(\$500)
Other Special Expenses			\$0	(\$1,249)		(\$1,249)		(\$500)
Miscellaneous Services & Supplies			\$0			(\$225)		(\$300)
Taxes & Assessments		(\$550)	(\$1,000)	(\$423)	42%	(\$423)		(\$500)
Interfund Exp./Investment & Property Tax Adm.)			\$0					
Reimbursement for County Adm. Costs			(\$100)		0%			
Total Operating Expenses	(\$5,368)	(\$8,543)	(\$85,150)	(\$31,880)	% Yr End Estimate vs. Budget	(\$51,493)	60%	(\$95,955)

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

	2007/2008	2008/2009	2009/10	2009/10	2009/10	2009/10	2010/11
	Actuals	Actuals	Budget	Actuals thru April	% of Budget	Estimates for Yr End	Proposed Budget
Expenditure: Capital/Asset							
Various Parking Lot Improvements	4226		0				
Various Improvements (Splash Pad)	4265	(\$1,269)	\$0			(22,000)	(\$87,865)
Structure & Walkway Repairs (Solar)	4546		(\$30,000)		0%	(17,300)	(\$11,000)
Playground Equipment	4789						
Tools & Sundry Equipment	4956						
Total Capital/Asset		(\$1,269)	(\$30,000)	\$0	0%	(\$39,300)	(\$98,865)
					% Yr End Estimate vs. Budget	131%	
Reserves							
		(\$167,000)	(\$247,587)	(\$218,011)			(\$121,942)
Grand Total of Operating/Capital/Reserves	(\$5,368)	(\$176,812)	(\$362,737)	(\$249,891)	69%	(\$90,793)	(\$316,762)
Revenue Total minus Operating/Capital/Reserves	Fund Balance	\$77,630	-\$27,636	\$75,164	n/a	\$234,262	\$0



Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Discuss and comment on Land Use Permit Application for Orwood Resort RV Park Modifications

Recommended Action

Review applicants' submittal to the Contra Costa County Department of Conservation and Development and comment as necessary.

Executive Summary

Owners of the Orwood Resort (4451 Orwood Road, Brentwood CA) have submitted an application to the Contra Costa County Department of Conservation and Development seeking approval for site modifications to the property. Proposed modifications include expansion of the existing restaurant; replacement of the existing fuel dock; and conversion of the tent campground to an RV campground.

The County Department of Conservation and Development is seeking public input and comments from residents and the Board regarding this Land Use Permit Application.

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

April 21, 2010

Attachments

Contra Costa County Department of Conservation and Development Land Use Permit Application: ORWOOD

AGENDA ITEM: G-1

COMMUNITY
DEVELOPMENT
DIVISION

CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND DEVELOPMENT

651 Pine Street
4th Floor, North Wing
Martinez, CA 94553-0095



TOWN OF DISCOVERY BAY
RECEIVED
4-7-10

Phone: (925) 335-1210

Date: April 6, 10

AGENCY COMMENT REQUEST

We request your comments regarding the attached application currently under review.

DISTRIBUTION	Please submit your comments as follows:
<input checked="" type="checkbox"/> Building Inspection/Grading Inspection	Project Planner <u>Lashun Cross</u>
<input checked="" type="checkbox"/> HSD, Environmental Health, Concord	County File Number: <u>LP072025</u>
<input checked="" type="checkbox"/> HSD, Hazardous Materials-Fuel tank relocation	Prior To: <u>April 27, 2010</u>
<input checked="" type="checkbox"/> P/W - Flood Control (Full Size)	We have found the following special programs apply to this application:
<input checked="" type="checkbox"/> P/W - Engineering Svcs (Full Size) SWCP	<u>No</u> Redevelopment Area
Date Forwarded <u>4/6/10</u>	<input type="checkbox"/> Active Fault Zone
<input type="checkbox"/> P/W Traffic (Reduced)	<u>AE</u> Flood Hazard Area, Panel # _____
<input type="checkbox"/> P/W Special Districts (Reduced)	<input type="checkbox"/> 60 dBA Noise Control
<input type="checkbox"/> Advanced Planning	<u>No</u> CA EPA Hazardous Waste Site
<input type="checkbox"/> Redevelopment Agency/Housing	<input type="checkbox"/> Traffic Zone _____
<input checked="" type="checkbox"/> Historical Resources Information System	<input type="checkbox"/> CEQA Exempt
CA Native Amer. Her. Comm.	Categorical Exemption Section
<input checked="" type="checkbox"/> CA Fish & Game, Region <u>3</u>	<u>Revised Plans / Co3</u>
US Fish & Wildlife Service	
<input checked="" type="checkbox"/> Fire District <u>East Co Co</u>	
Sanitary District _____	
Water District _____	
<input checked="" type="checkbox"/> City <u>Brentwood</u>	
<input checked="" type="checkbox"/> School District <u>Liberty / Knightsen</u>	
Sheriff Office - Admin. & Comm. Svcs.	
<input checked="" type="checkbox"/> MAC <u>Knightsen / Town of Discovery Bay</u>	
DOIT - Dep. Director, Communications	
CDD-GIS	
LAFCO	
Mineral Rights Holder	
<input checked="" type="checkbox"/> <u>Consolidated Fire</u>	
<input checked="" type="checkbox"/> <u>Discovery Bay CSD</u>	
Community Organizations	

Please indicate the code section of recommendations that are required by law or ordinance. Please send copies of your response to the Applicant & Owner.

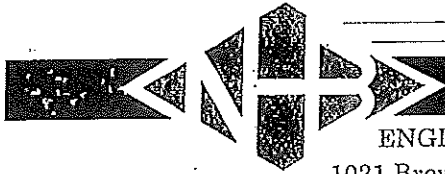
- No comments on this application.
- Our comments are attached.

Comments: _____

Signature _____

Agency _____

Date _____



HUMANN COMPANY INC.

ENGINEERING ♦ SURVEYING

1021 Brown Ave. Lafayette, CA 94549

(925) 283-5000

FAX 283-3578

humann@pacbell.net

March 25, 2010

Contra Costa County
ATT: Homira Shafaq
Planning Department
651 Pine Street
Martinez, CA 94553

DEPARTMENT OF
CONSTRUCTION
APPROVED BY

2010 MAR 30 P 4: 14

CONTRA COSTA
COUNTY

RE: Land -Use Permit 07-02025
File 92-2025-07

Dear Homira,

The following are my comments regarding your memo dated January 28, 2010 regarding the above referenced project.

This project drains via swales, etc., located on the property to a sump pump located next to the levee, the runoff is then pumped onto the slough. This system is private and not maintained by the county.

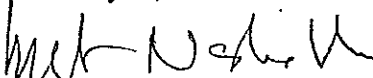
The applicant is working with Army Corps of Engineers, etc. for permits.

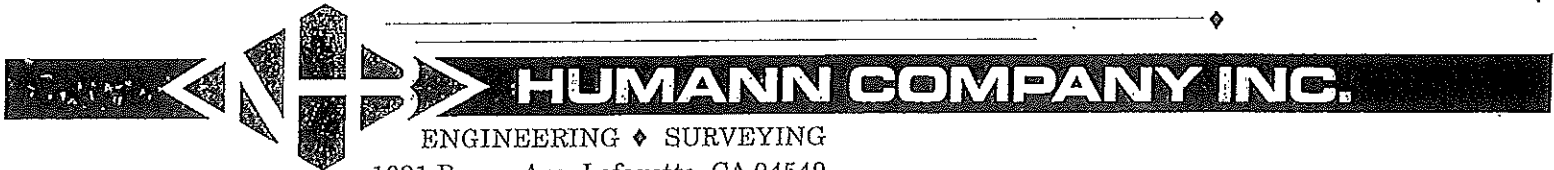
The applicant will comply with C-3 requirement. A study have been submitted to Engineering Services.

All structures within the 100 year flood boundary will meet FEEMA standards.

If you have any questions or concern, please contact me direct at 925-283-5001.

Thank you,


Izzat Nashashibi, P.E.



ENGINEERING ♦ SURVEYING

1021 Brown Ave. Lafayette, CA 94549

(925) 283-5000

FAX 283-3578

humann@pacbell.net

March 25, 2010

Contra Costa County
ATT: Monish Sen
Public Works Department
255 Glacier Drive
Martinez, CA 94563

DEPARTMENT OF
PUBLIC WORKS
2010 MAR 30 PM 4:14
CONTRA COSTA
COUNTY

RE: LP-02025

Dear Monish,

We revised the plans and the accompanying studio per your memo dated December 7, 2009 and based on our subsequent discussions. The following is additional descriptions of the items discussed in your memo.

Offsite Improvements

Revised plans to show proposed frontage improvements. See Sheet 9

Collect and convey drainage system

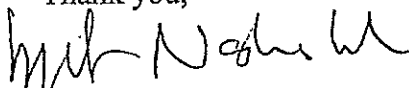
All drainage originating from the site is conveyed via existing and new vegetated earth ditches to an existing pump located in the south portion of the site. The runoff is then pumped into Werner dredge cut over the existing Levee Road via an existing drainage pipe. The existing pump system will be upgraded to handle the existing and generated runoff. Accordingly, the existing drainage pattern will not be altered and the downstream system (being the Delta) is adequate.

C-3

C-3 study has been revised.

If you have any questions or concern, please contact me direct at 925-283-5001.

Thank you,


Izzat Nashashibi, P.E.

CONTRA COSTA COUNTY
COMMUNITY DEVELOPMENT DEPAR

PLANNER ASSIGNED

APPLICATION

TO BE COMPLETED BY APPLICANT/OWNER

OWNER Name <u>Elaine Caprio</u> Address <u>4451 Orwood Rd</u> City, State <u>Brentwood Ca</u> Phone <u>925-634-7181</u> Zip <u>94513</u>	APPLICANT Name <u>John Caprio</u> Address <u>4451 Orwood Rd</u> City, State <u>Brentwood Ca</u> Phone <u>925-260-3616</u> Zip <u>94513</u>
--	--

By signing below, owner agrees to pay all costs, including any accrued interest, if costs not paid by the applicant.

By signing below, the applicant agrees to pay all costs for processing this application, plus any accrued interest, if costs not paid within 30 days of invoicing.

Check here if billings are to be sent to applicant rather than owner.

Owner's Signature Elaine Caprio

Applicant's Signature [Signature]

CONTACT PERSON (optional)
Name _____
Address _____
City, State _____
Phone _____ Zip _____

PROJECT DATA Total Parcel Size _____ Number of Units _____ Estimated Project Value _____ Comm./Ind. Sq. Footage _____	APPLICATION TYPE <input type="checkbox"/> Development Plan <input type="checkbox"/> Land Use Permit <input type="checkbox"/> DP/LUP Combo <input type="checkbox"/> Other
---	--

Nature of Request: (Attach supplemental statements if necessary) See Attached

MODIFICATION TO LAND USE PERMIT FOR ORWOOD RESORT: RELOCATE EXISTING RESTAURANT/PERMIT FOR EVENTS; CONVERT RESTAURANT TO OFFICE AND STORE; REPLACE EXISTING FUEL DOCK; CONVERT TENT CAMPGROUND INTO RV CAMPGROUND; ADD PEDESTRIAN BRIDGE. need

Property D SITE IS ADDRESSED AT 4451 ORWOOD ROAD IN THE BRENTWOOD AREA

Finance Ref. <u>BRENTWOOD</u>	Type of Fee:	FEE AMOUNT:	S-CODE	Assessor's No. <u>015-180-010</u>
Dist. <u>CONSOLIDATED</u>	*Base Fee/Deposit	\$ <u>2,700</u>	S-	Site Address <u>4451 ORWOOD RD</u>
Area of Influence <u>ECFPD</u>	*Late Filing Penalty (if applicable - 50% of above)	\$ <u>---</u>	S-066	Zoning District <u>A-2</u>
Parcel No. <u>200 ZONE: A</u>	# Units <u>---</u> x 195 (Development Plan)	\$ <u>---</u>	S-014	Census Tract <u>3040.00</u>
Files _____	Sq. Ft. x .20	\$ <u>---</u>	S-014	Atlas Page <u>L-28</u>
Current Files: _____	½ % value over \$100,00 (of est. Project value LUP)	\$ <u>---</u>	S-029	General Plan <u>AL</u>
	Notification Fee #Addresses x \$1.50 + \$30	\$ <u>30</u>	S-052B	Supervisory Dist. <u>3</u>
	Fish & Game Posting (if not CEQA exempt)	\$ <u>75.00</u>	S-048	Rec'd by <u>JOHN O'BORNE</u>
	Environmental Health	\$ <u>33.00</u>	5884	Date Filed <u>4/30/07</u>
	Other	\$ <u>---</u>		File Number <u>LP07-2025</u>
	TOTAL	\$ <u>2,838</u>		
	Receipt # _____			
	Other _____			

* ADDITIONAL FEES BASED ON TIME AND MATERIALS WILL BE CHARGED AFTER STAFF COSTS EXCEED BASE FEE

ORWOOD RESORT IMPROVEMENT PLANS

CONTRA COSTA COUNTY
ORWOOD ROAD LP 07-2025

CONTRA COSTA
COUNTY

2025.03.10 P 14:14

PHASING NOTE:
The right of phasing is hereby reserved with the understanding that the phasing shall be subject to the approval of the Board of Supervisors of Contra Costa County. It is anticipated that this project will be completed in three phases containing 15 to 25 RV sites.

Revised

OWNER:
CAPRIO JOHN E/TE & ELAINE J

RV SITE SUMMARY

RV FULL THROUGH SITES 49
RV BACK IN SITES TYPE I 53
RV BACK IN SITES TYPE II 9
TOTAL 111

EARTH QUANTITIES

EARTH QUANTITIES TO BE VERIFIED BY CONTRACTOR

CUY 84 CU YARDS
FILL 23,800 CU YARDS

ZONING INFORMATION

APN 015-100-001
015-190-010

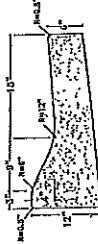
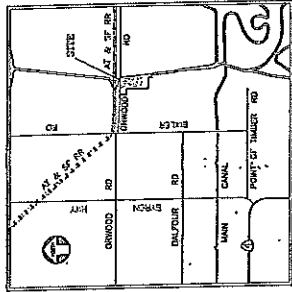
ZONING A-2

ABBREVIATIONS & LEGEND

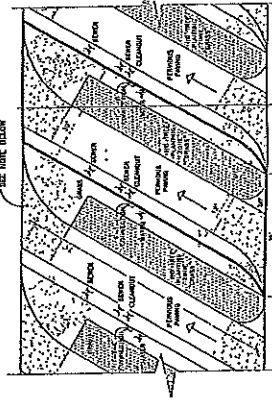
FF FINISH FLOOR
CB CATCH BASIN
FLY LINE
R. R. ROAD
S.D. STORM DRAIN
D.W. DOMESTIC WATER
P.W. FIRE WATER
M.C. MANHOLE
F.H. FIRE HYDRANT

SHEET INDEX

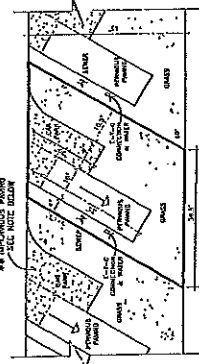
C1 TITLE SHEET
C2 KEY PLAN
C3a EXISTING CONDITIONS
C3 SITE PLAN
C4 GRADING AND DRAINAGE PLAN
C5 GRADING AND DRAINAGE PLAN
C7 UTILITY PLAN
C8 UTILITY PLAN
C9 ORWOOD ROAD WIDENING



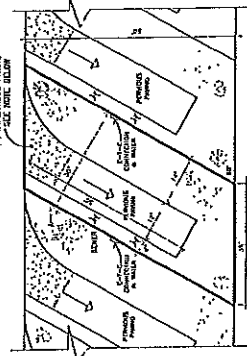
ROLLLED CONC. CURB & CUTTER
N.T.S.



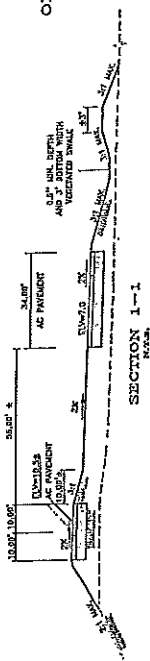
TYPICAL PULL-THRU SITE
SCALE 1"=10'



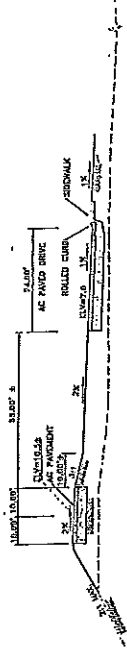
TYPICAL BACK-IN TYPE I SITE
SCALE 1"=10'



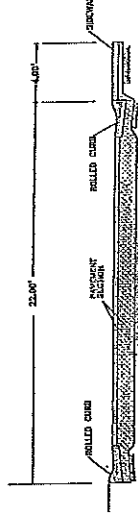
TYPICAL BACK-IN TYPE II SITE
SCALE 1"=10'



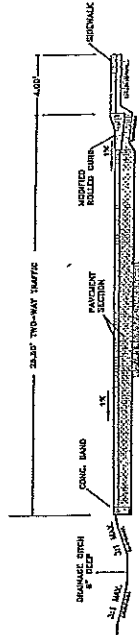
SECTION 1-1
N.T.S.



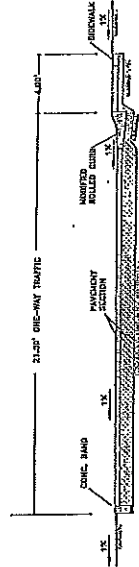
SECTION 2-2
N.T.S.



TYPICAL SECTION A-A
N.T.S.



TYPICAL SECTION B-B
N.T.S.

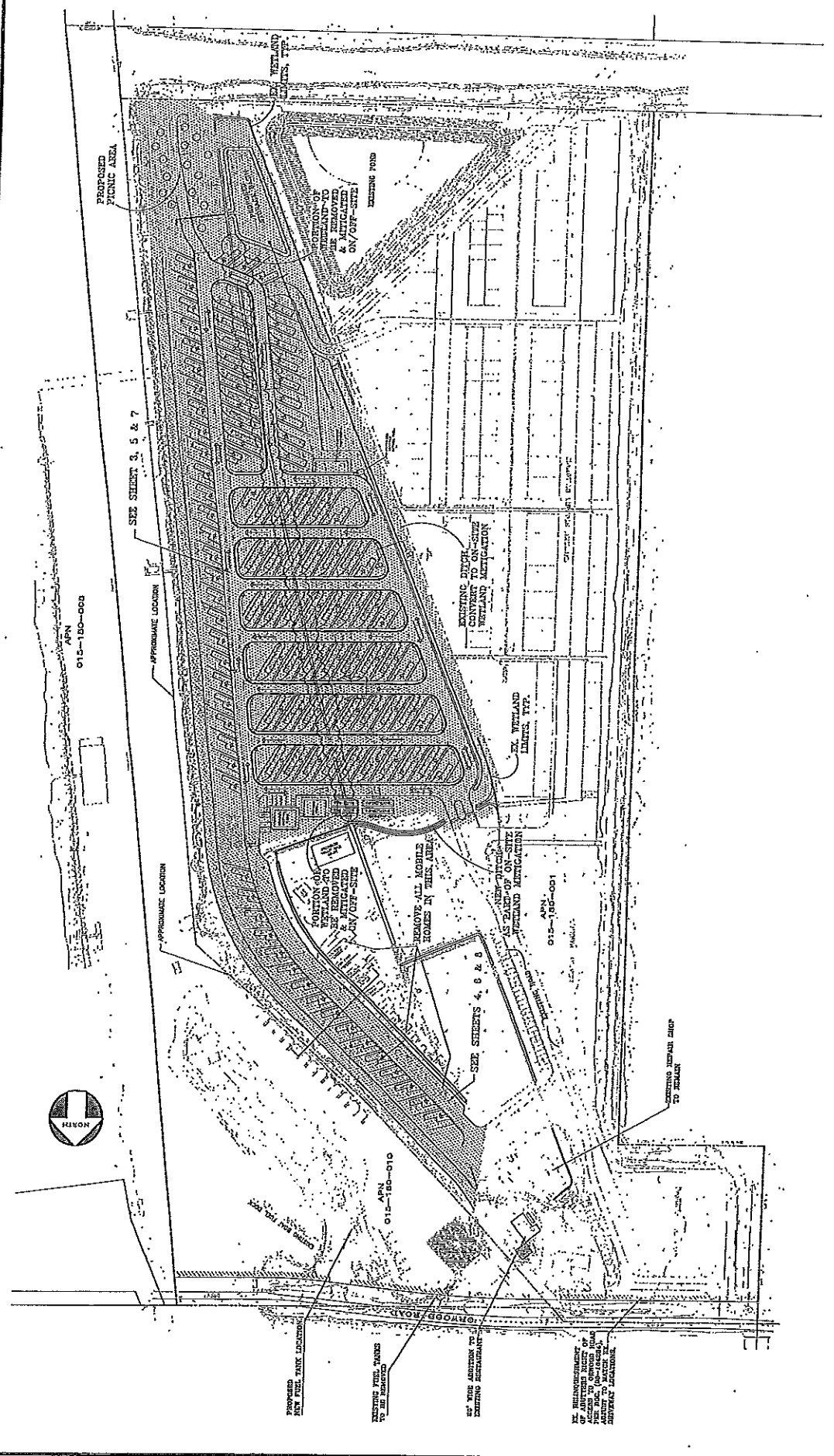


TYPICAL SECTION C-C
N.T.S.

TYPICAL REQUIREMENTS:

- * MODIFY AS NECESSARY TO MATCH SITE CONDITIONS
- ** PREPARED TOTAL IMPROVEMENT SURFACE CONTRACTS UPON ALL BY PHASING SHALL NOT EXCEED 60.00' BY AS SHOWN ON THE STORM WATER CONTROL PLAN "L1" REPORT AND CHSHEET.

	<p>ORWOOD RESORT</p> <p>TITLE SHEET</p> <p>LP 07-2025</p> <p>CONTRA COSTA COUNTY</p> <p>CALIFORNIA</p>	<p>SHEET 1</p> <p>OF 3 SHEETS</p> <p>JOB NO. 6024-27</p>
<p>NO. DATE BY</p>	<p>REVISIONS</p>	<p>TOTAL</p> <p>DATE 02/25/16</p> <p>PREPARED BY T. T.</p> <p>JOB NO. 6024-27</p>



NO.	DATE	BY	REVISIONS

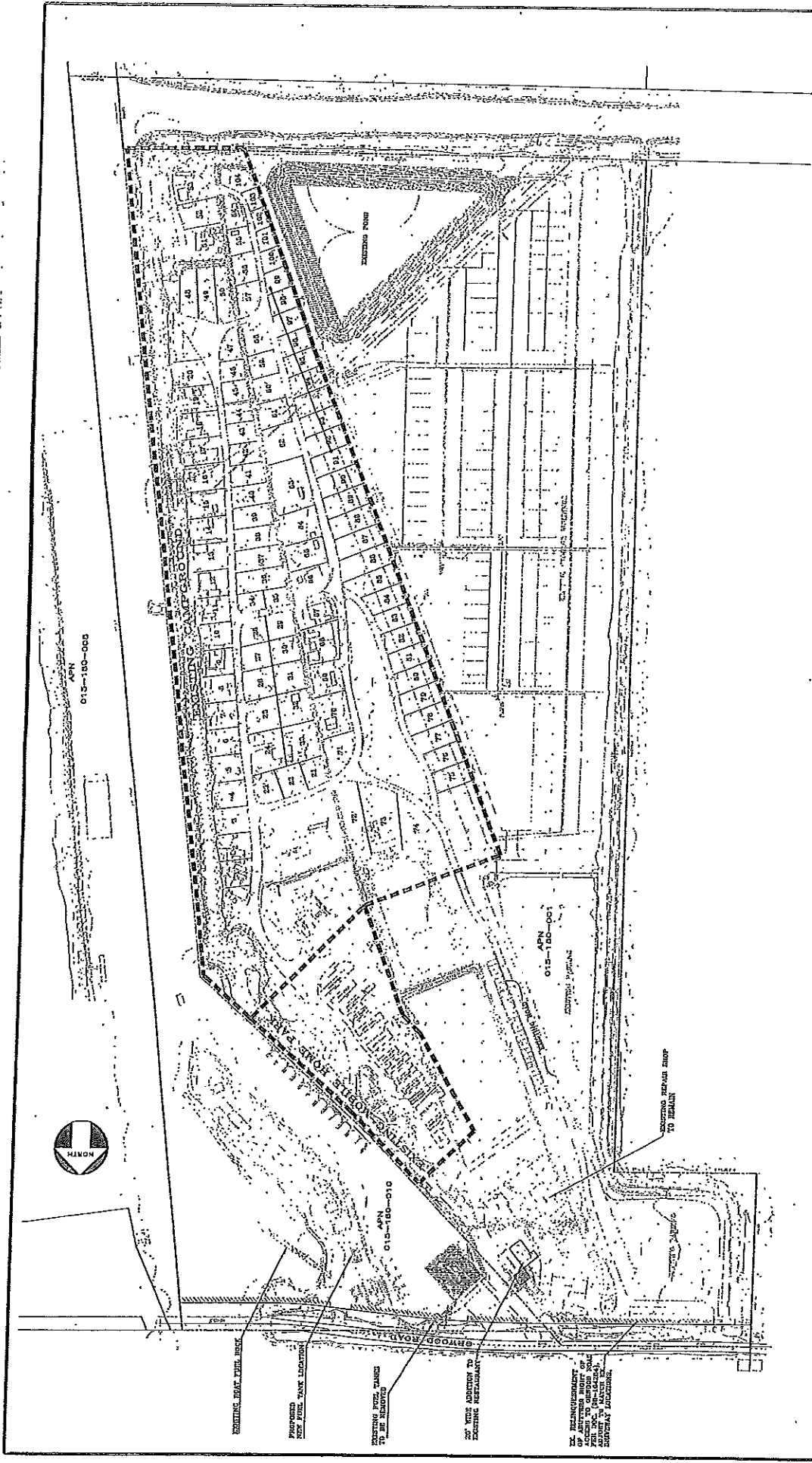
SCALE	1" = 80'
DATE	03/26/13
APPROVED BY	
DRAWN BY	
JOB NO.	87564-RV



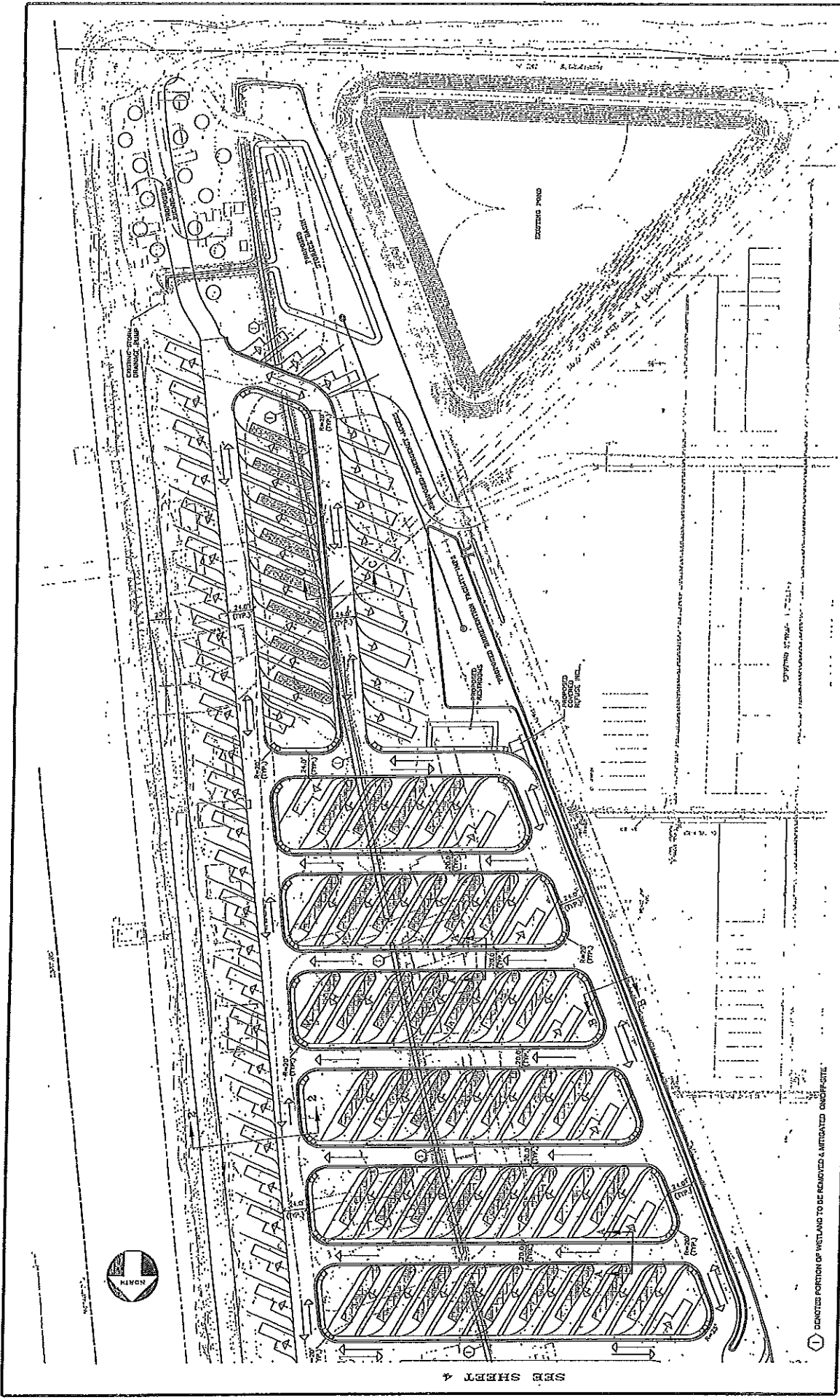
ORWOOD RESORT
PROPOSED RV PARK
KEY MAP

CONTRA COSTA COUNTY
 CALIFORNIA





NO. DATE BY		REVISIONS	
SCALE	1" = 80'	DATE	03/25/10
ENGINEER	D.S.	JOB NO.	0704-07
ORWOOD RESORT PROPOSED RV PARK EXISTING CONDITIONS		DAVID S. WILLIAMS LICENSE NO. 44287	
CONTRA COSTA COUNTY		CALIFORNIA	
JULIANT COMPANY INC. 1000 HUNTERS BLVD., SUITE 100 SAN FRANCISCO, CA 94104 TEL: (415) 435-1313		SHEET 2a OF 9 SHEETS JOB NO. 0704-07	



SEE SHEET 1 FOR TYPICAL SECTIONS

ORWOOD RESORT
PROPOSED SITE PLAN

COSTA COUNTY
 CALIFORNIA



SHEET 3
 OF 9 SHEETS
 JOB NO. 0705-07

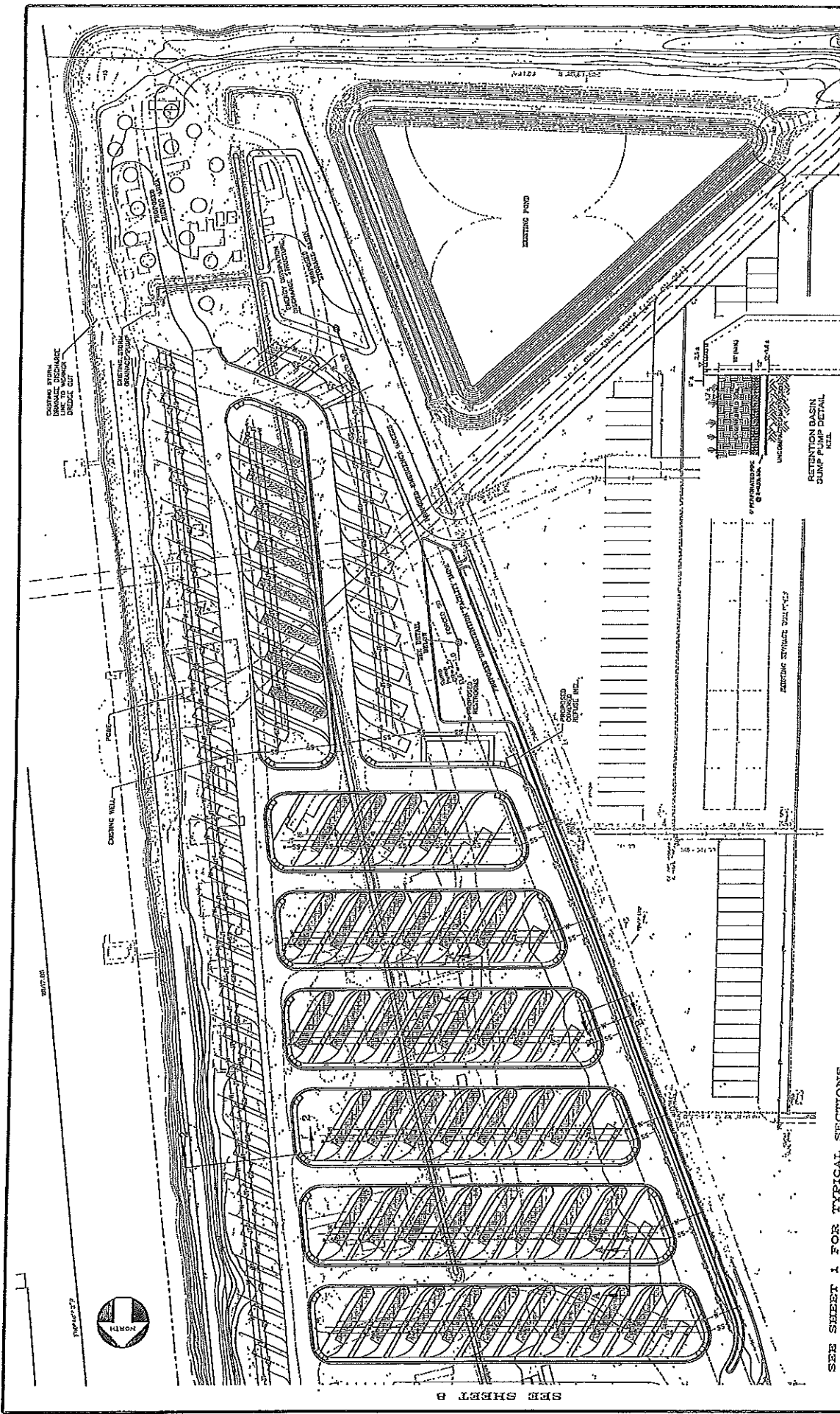


DATE: 02/28/18
 ENGINEER: D.S.
 JOB NO.: 0705-07

NO.	DATE	BY	REVISIONS

① IDENTIFIED PORTION OF WETLANDS TO BE REMOVED & MITIGATED ON-OFF-SITE.

SEE SHEET 4



SEE SHEET 1 FOR TYPICAL SECTIONS


NO.	DATE	BY	REVISIONS



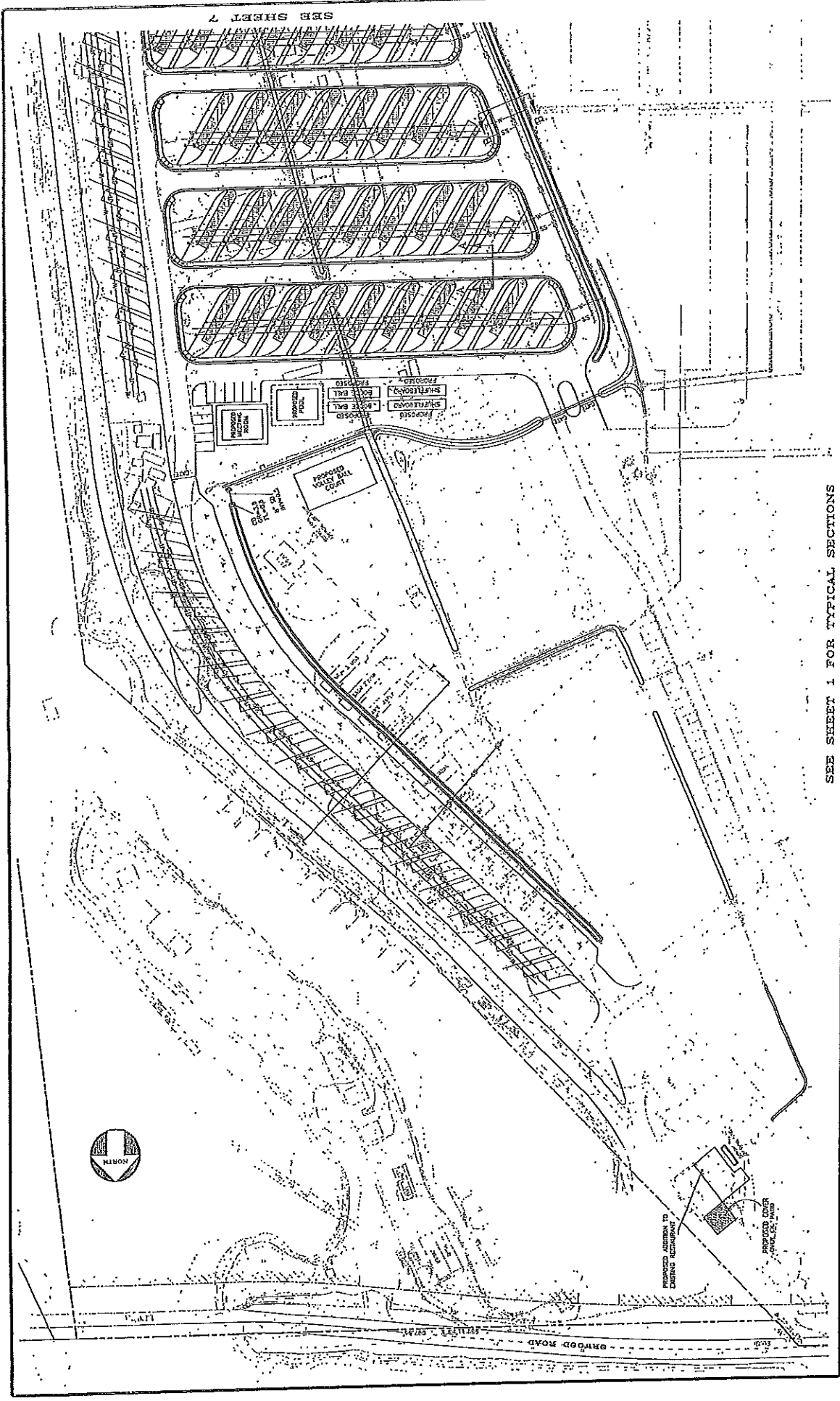
JEFFREY S. MADSEN License No. 14247

ORWOOD RESORT
PROPOSED UTILITY PLAN
CONTRA COSTA COUNTY

CALIFORNIA


 HUMAN ENGINEERING
 1000 UNIVERSITY AVENUE
 BERKELEY, CALIFORNIA 94702
 TEL: (415) 848-8888 FAX: (415) 848-5270

SHEET 7
 OF 8 SHEETS
 JOB NO. 0704-007



SBB SHEET 7

SEE SHEET 1 FOR TYPICAL SECTIONS

ORWOOD RESORT
PROPOSED UTILITY PLAN

CONTRA COSTA COUNTY

CALIFORNIA



SCALE	1" = 40'
DATE	02/25/10
DRAWN BY	PENNER J.P.
CHECKED BY	
JOB NO.	0774-07

NO.	DATE	BY	REVISIONS

HOMANN COMPANY INC.
 PROFESSIONAL ENGINEERS & ARCHITECTS
 1100 UNIVERSITY AVENUE, SUITE 200
 OAKLAND, CALIFORNIA 94612
 TEL: 415.763.8800 FAX: 415.763.8801

SHEET 8
 OF 9 SHEETS
 JOB NO. 0774-07




Town of Discovery Bay CSD

AGENDA REPORT

Meeting Date

August 4, 2010

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

Agenda Title

Discuss and comment on Land Use Permit Application for Delta R.V. and Boat Storage site modifications

Recommended Action

Review applicants' submittal to the Contra Costa County Department of Conservation and Development and comment as necessary.

Executive Summary

Delta R.V. and Boat Storage (S/W corner of Hwy 4 and Bixler Rd.) is seeking a Land Use Permit from Contra Costa County to legalize the property's use subsequent to the Boat Storage Overlay ordinance that went into effect in 2009. The ordinance created a new overlay for those areas zoned as General Agricultural (A-2) and Heavy Agricultural (A-3) to allow the establishment of boat and limited recreational vehicle storage areas beyond the prior one mile limitation through the issuance of a land use permit. The ordinance also provides for the storage of recreational vehicles within the boat storage facility, so long as the number of recreational vehicles stored does not exceed fifteen (15) percent of the total number of spaces.

Due to the revisions in the law, the property owners are seeking a Land Use Permit that formalizes the existing use (boat storage) with surrounding land uses (agricultural).

This application only includes the storage portion of the property and does not include other uses (such as commercial boat maintenance facilities/retail operations) at this time.

The County Department of Conservation and Development is seeking public input and comments from residents and the Board regarding this Land Use Permit Application.

Fiscal Impact:

Amount Requested \$N/A

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

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

Previous Relevant Board Actions for This Item

Attachments

Contra Costa County Department of Conservation and Development Land Use Permit Application: Delta R.V. and Boat Storage

AGENDA ITEM: G-2

CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND DEVELOPMENT
COMMUNITY DEVELOPMENT DIVISION
651 Pine Street, 4th Floor, North Wing
Martinez, CA 94553-0095
Phone: 925-335-1210
Fax: 925-335-1222



10 110 7/23/10

AGENCY COMMENT REQUEST

Date July 23, 2010

We request your comments regarding the attached application currently under review.

<p>DISTRIBUTION</p> <p><input checked="" type="checkbox"/> Building Inspection <input type="checkbox"/> Grading Inspection</p> <p><input checked="" type="checkbox"/> HSD, Environmental Health, Concord</p> <p><input type="checkbox"/> HSD, Hazardous Materials</p> <p><input checked="" type="checkbox"/> PW - Flood Control (Full Size)</p> <p><input checked="" type="checkbox"/> PW - Engineering Svcs (Full Size)</p> <p>Date Forwarded _____</p> <p><input checked="" type="checkbox"/> PW Traffic (Reduced)</p> <p><input type="checkbox"/> PW Special Districts (Reduced)</p> <p><input checked="" type="checkbox"/> PW-APC Floodplain Tech (2nd Floor)</p> <p><input type="checkbox"/> Advance Planning</p> <p><input type="checkbox"/> Redevelopment Agency/Housing</p> <p><input type="checkbox"/> Historical Resources Information System</p> <p><input type="checkbox"/> CA Native American Heritage Comm.</p> <p><input type="checkbox"/> CA Fish & Game, Region # _____</p> <p><input type="checkbox"/> U.S. Fish & Wildlife Service</p> <p><input checked="" type="checkbox"/> Fire District <u>East Contra Costa and Consolidated</u></p> <p><input type="checkbox"/> Sanitary District _____</p> <p><input type="checkbox"/> Water District _____</p> <p><input type="checkbox"/> City of _____</p> <p><input type="checkbox"/> School District _____</p> <p><input type="checkbox"/> East Bay Regional Park District</p> <p><input checked="" type="checkbox"/> MAC <u>Byron, and Discovery Bay CSD</u></p> <p><input type="checkbox"/> DOIT - Deputy Director, Communications</p> <p><input type="checkbox"/> CDD-GIS</p> <p><input type="checkbox"/> LAFCO</p> <p><input type="checkbox"/> East CCC Habitat Conservancy (HCP/NCCP)</p> <p><input type="checkbox"/> County Geologist</p> <p><input type="checkbox"/> Airport Land Use Commission Staff (ALUC)</p> <p><u>Community Organizations:</u></p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Please submit your comments as follows:</p> <p>Project Planner <u>Christine Louie</u></p> <p>Phone # <u>335-1237</u></p> <p>E-mail <u>christine.louie@dcd.cccounty.us</u></p> <p>County File # <u>LP10-2023</u></p> <p>Prior to <u>August 20, 2010</u></p> <p>*****</p> <p>We have found the following special programs apply to this application:</p> <p><input type="checkbox"/> Redevelopment Area</p> <p><input type="checkbox"/> Active Fault Zone</p> <p><input checked="" type="checkbox"/> Flood Hazard Area, Panel # _____</p> <p><input checked="" type="checkbox"/> 60 dBA Noise Control</p> <p><input type="checkbox"/> CA EPA Hazardous Waste Site _____</p> <p>Mineral Rights Holder: _____</p> <p>_____</p> <p>*****</p> <p>AGENCY: Please indicate the code section of recommendations required by law or ordinance. Send copies of your response to the Applicant & Owner.</p> <p>Comments: <input type="checkbox"/> None <input type="checkbox"/> Below <input type="checkbox"/> Attached</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Print Name _____</p> <p>Signature _____</p> <p>Agency phone # _____</p>
--	--

REVISED 6/2010
TO PRINT MORE COPIES, GO TO: G:\Current Planning\APC\APC Forms\CURRENT FORMS\Agency Comment Request with seal.doc

PLANNER ASSIGNED



CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION &
COMMUNITY DEVELOPMENT I

C. Lorie

LAND USE PERMIT APPLICATION

TO BE FILLED OUT BY APPLICANT OR OWNER

OWNER		APPLICANT	
Name <i>KARL & KAREN KOSTER</i>		Name <i>SCOTT PELLATON</i>	
Address <i>11330 ENTRADA PL</i>		Address <i>3801 BIXLER RD</i>	
City, State <i>LOS ALTOS, CA 94024</i>		City, State <i>BRENTWOOD, CA 94513</i>	
Phone		Phone <i>209 815 2013</i>	
By signing below, owner agrees to pay all costs, including any accrued interest, if the applicant does not pay costs. <input type="checkbox"/> Check here if billings are to be sent to applicant rather than owner.		By signing below, applicant agrees to pay all costs for processing this application, plus any accrued interest, if the costs are not paid within 30 days of invoicing.	
Owner's signature <i>[Signature]</i>		Applicant's signature <i>[Signature]</i>	

CONTACT PERSON (optional)		PROJECT DATA	
Name <i>TIN PELLATON</i>		Total Parcel Size:	
Address <i>3510 BIXLER RD</i>		Proposed Number of Units:	
City, State <i>BYRON, CA 94514</i>		Proposed Square Footage:	
Phone <i>925 634 8551</i>		Estimated Project Value:	

DESCRIPTION OF REQUEST (attach supplemental statement if necessary):
FILING USE PERMIT FOR EXISTING STORAGE BUSINESS AS PER NEW BOAT STORAGE COMBINING DISTRICT ORDINANCE

OFFICE USE ONLY

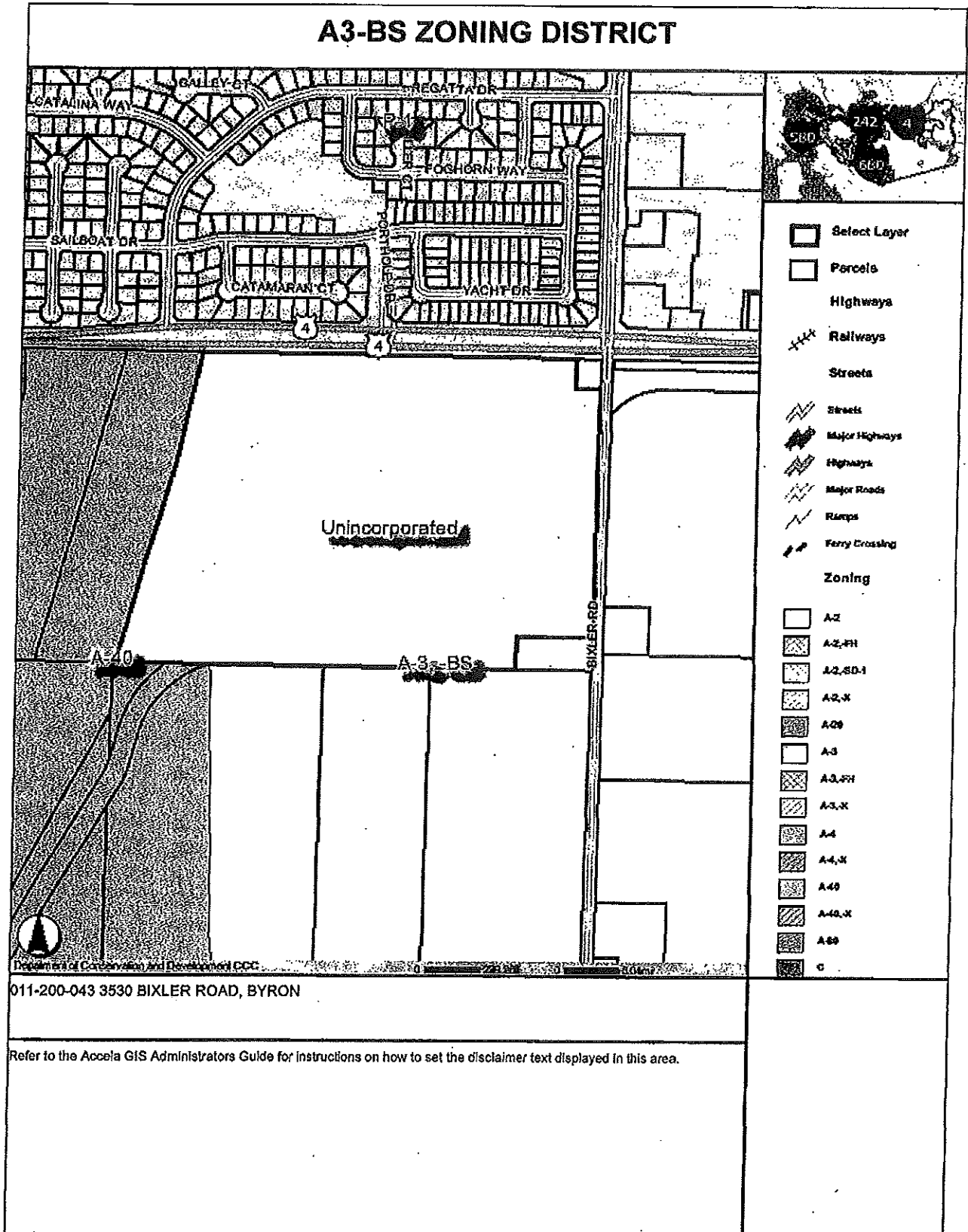
Application description: *Applicant request approval to legalize an RV and Boat Storage Business in Byron.*

Property description: *2 parcels 011-200-009 is 15,682 Square Ft and 011-200-043 is 53.44 acres. Roughly 54 acres fronting Hwy 4 and Bixler Road - Parc Sec 34 TAD R 5 E*

Ordinance Ref.:	TYPE OF FEE	FEE	S-CODE	Assessor's No.:
Area: <i>Byron / Disco Bay East Contra Costa Fire District County Fire</i>	*Base Fee/Deposit	\$ <i>2700.⁰⁰</i>	S-	011-200-009 <i>504</i>
	Late Filing Penalty (+50% of above if applicable)	\$	S-066	Site Address: <i>3510 Bixler Rd.</i>
	1/2% est. value over \$100,000	\$	S-029	Zoning District: <i>A3-B5</i>
Sphere of Influence:	#Units: x \$195.00	\$	S-014	Census Tract: <i>3040</i>
Flood Zone: <i>A</i>	Sq. Ft. x \$0.20	\$		Atlas Page:
Panel Number:	Notification Fee	\$15.00 / \$30.00	S-052	General Plan: <i>AL</i>
x-ref Files:	Fish & Game Posting (if not CBOA exempt)	\$75.00	S-048	LP/DP Combination: YES / NO
	Env. Health Dept.	\$47.00	5884	Supervisory District: <i>3</i>
	Other:	\$		Received by: <i>Debra Laughlin</i>
Concurrent Files:	TOTAL	\$ <i>2,852.⁰⁰</i>		Date Filed: <i>3-3-10</i>
	Receipt #			File Number: <i>LP10-02023</i>

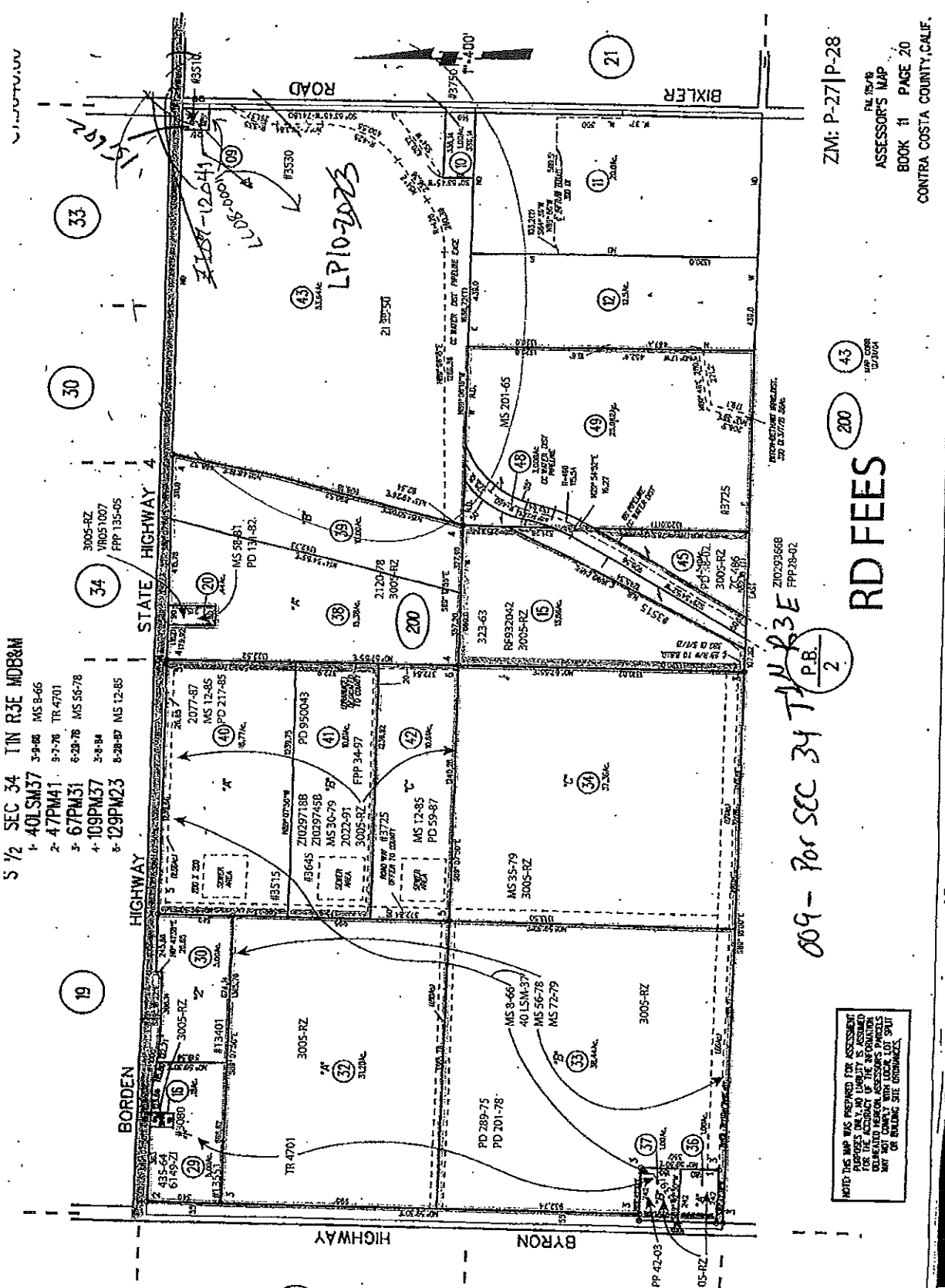
*Additional fees based on time and materials will be charged if staff costs exceed base fee.

INSTRUCTIONS ON REVERSE SIDE



100
N-28

S



- S 1/2 SEC 34 T1N R3E MDB&M
- 1- 40LSM37 3-9-88 MS 8-66
 - 2- 47PM41 9-7-76 TR 4701
 - 3- 67PM31 6-28-76 MS 56-78
 - 4- 109PM37 3-8-84
 - 5- 129PM23 8-28-87 MS 12-85

ZM: P-27/P-28

PL 15/48
ASSESSOR'S MAP
BOOK 11 PAGE 20
CONTRA COSTA COUNTY, CALIF.

43

200

RD FEES

Z10293668
FPP 28-02

009- Por SEC 34 T1N R3E
P.B. 2

NOTE: THIS MAP WAS PREPARED FOR THE ASSESSMENT PURPOSES AND IS TO BE USED AS A GUIDE ONLY FOR THE ACTING COUNTY ASSESSOR'S OFFICE. UNRELATED PERSONAL ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR ZONING SITE ORDINANCES.

Revised.
CONTRA COSTA
COUNTY

2000 JUL 19 P 2:06

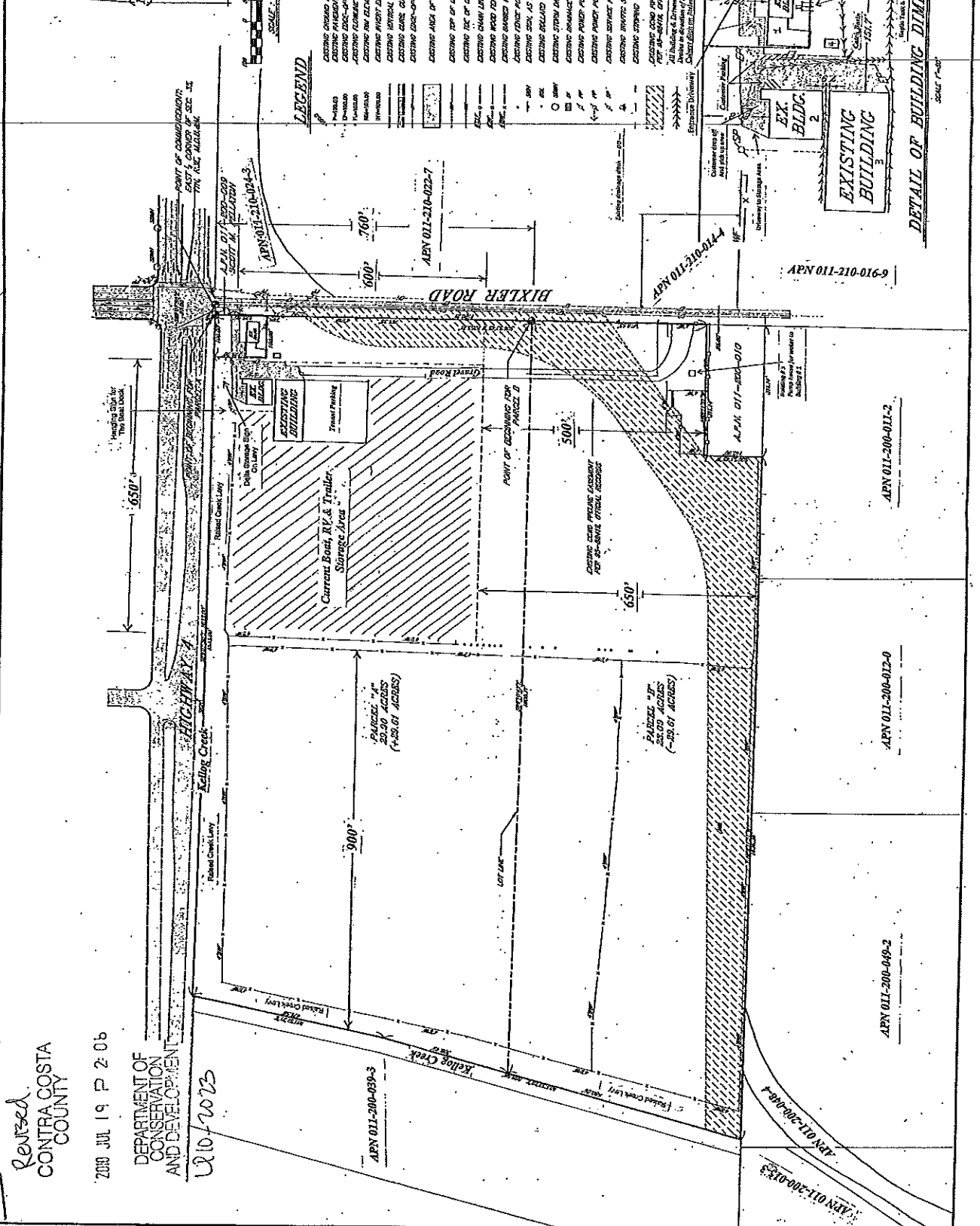
DEPARTMENT OF
CONSERVATION
AND DEVELOPMENT

UR 10-2023

FILE NO. 2000	DATE 07-19-00	BY RCH/RSB
JOB # 9991	SCALE 1"=10'	DATE 07-19-00
DESCRIPTION OF WORK	DATE 07-19-00	BY RCH/RSB
DATE 07-19-00	SCALE 1"=10'	DATE 07-19-00
DATE 07-19-00	SCALE 1"=10'	DATE 07-19-00

LOT LINE ADJUSTMENT EXHIBIT
DISCOVERY BAY BOAT STORAGE
SCOTT M. PELLATON
CONTRA COSTA COUNTY

HAWKINS & ASSOCIATES
ENGINEERING
48 MITCHELL RD.
MORRISTOWN, CA 94554
TEL 925 935 5555
FAX 925 935 5555



DETAIL OF BUILDING DIMENSIONS
SCALE 1/8"=1'-0"

APN 011-200-009-2

APN 011-200-012-0

APN 011-200-011-2

6910-012-110 NAD

1700-1010-10

ALPN 011-100-010

PARCELS # 1 & 2
23.00 ACRES
(+20.01 ACRES)

PARCELS # 3 & 4
23.00 ACRES
(+20.01 ACRES)

APN 011-200-093-3

APN 011-200-012-3

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # H

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # I

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # J

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # K



7/11/10
P. emailed to BOS

County Supervisor Mary Nejedly Piepho, District III

CONTRA COSTA COUNTY BOARD OF SUPERVISORS

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water & Infrastructure Committee

Tri Valley Transportation Committee

Local Agency Formation Commission

Central Contra Costa Solid Waste Authority

Airport Committee

Association of Bay Area Governments

Contra Costa Regional Medical Center Joint Services Committee

Dougherty Valley Oversight Committee

South West Area Transportation

July 7, 2010

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

Dear President Graves and Members,

Please find enclosed copies of several Board Orders from the June 8, 2010 Board of Supervisors' meeting that I believe will be of interest to the Town of Discovery Bay Community Services District

- 1.) May 24, 2010 Vasco Road Safety Improvement Project, Byron area. Project No. 0662-6R4254.
- 2.) May 19, 2010 Marsh Creek Road Rubberized Asphalt Concrete (RAC) Project.
- 3.) April 12, 2010 Finance Committee Report on the Proposed East County Government Center.

I would particularly like to make notice of the Board Order with relation to the proposed East County Government Center as I believe this action will benefit the residents of east County. The Board of Supervisors unanimously voted to move forward with discussion regarding purchasing land for the proposed government center in the Brentwood area. Please feel free to contact my office regarding this or any additional matter at (925) 240-7260.

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

Sincerely,

MARY N. PIEPHO
County Supervisor, District III

MNP: kc



County Supervisor Mary Nejedly Piepho, District III

CONTRA COSTA COUNTY BOARD OF SUPERVISORS

TOWN OF DISCOVERY BAY

7/11/10
Piepho

J -mailed to Board

July 7, 2010

COMMITTEES

Internal Operations Committee

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Airport Committee

Association of Bay Area Governments

Contra Costa Regional Medical Center Joint Services Committee

Dougherty Valley Oversight Committee

South West Area Transportation

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

Dear President *Kevin* Graves,

Please find enclosed a copy of the Contra Costa County Office of the Sheriff Quarterly Report for the First Quarter of 2010. I am providing a copy of this report to the Town of Discovery Bay Community Services District as I believe the information enclosed will be of interest to your community.

I am unaware as to why the Discovery Bay Resident Deputy information has not been included and will be making an inquiry with the Sheriff's Office regarding this point. None-the-less I believe there is beneficial information included your communities' review.

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

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

Sincerely,

MARY NEJEDLY PIEPHO
County Supervisor, District III

Cc: Lieutenant Mike Burton, Office of the Sheriff
Bob Mankin, Chair, Discovery Bay P-6 Zone CAC



7/13/10
emailed to the Board & GM

County Supervisor Mary Nejedly Piepho, District III

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South West Area Transportation

July 13, 2010

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

Dear President Graves and Members,

Please find enclosed copies of several Board Orders from the July 13, 2010 Board of Supervisors' meeting that I believe will be of interest to the Town of Discovery Bay Community Services District.

- 1.) June 24, 2010- 2010 Discovery Bay Terminal Blend Cape Seal #0672-6U2152-10.
- 2.) June 23, 2010 Approving and Authorizing the Public Works Director, or designee, to fully close Marsh Creek Road between State Route 4 Bypass and Camino Diablo.

I would particularly note that the closure on Marsh Creek between the State Route 4 Bypass and Camino Diablo Road is scheduled from July 15, 2010 through November 19, 2010 for 24 hours per day. Appropriate signage and detours will be posted to notify residents regarding the closure. Please feel free to contact my office regarding this or any additional matter at (925) 240-7260.

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

Sincerely,

MARY N. PIEPHO
County Supervisor, District III

MNP: kc



County Supervisor Mary Nejedly Piepho, District III

CONTRA COSTA COUNTY BOARD OF SUPERVISORS

TOWN OF DISCOVERY BAY
RECEIVED
7/15/10
emailed to the
Board & GM

COMMITTEES

Internal Operations Committee

Delta Protection Commission

Transportation, Water &
Infrastructure Committee

Tri Valley Transportation
Committee

Local Agency Formation
Commission

Central Contra Costa
Solid Waste Authority

Airport Committee

Association of Bay Area
Governments

Contra Costa Regional Medical
Center Joint Services Committee

Dougherty Valley Oversight
Committee

South West Area Transportation

July 15, 2010

Sheriff Warren Rupf
Contra Costa County
651 Pine Street, 7th Floor
Martinez, CA 94553

RE: Discovery Bay P-6 Zone Fund Balances

Dear Sheriff Rupf,

On behalf of the Discovery Bay P-6 Zone Citizen Advisory Committee, I am writing to request the current fund balance for each P-6 Zone in Discovery Bay.

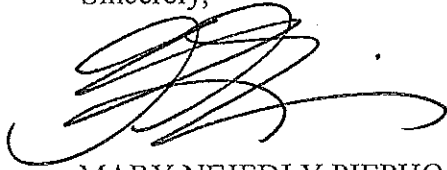
We have attempted to obtain this information on three different occasions without success. We are hopeful that your involvement will allow this important and necessary information flow into the community for their vital input.

The Discovery Bay P-6 Zone Citizen Advisory Committee's next meeting is scheduled for August 9, 2010. The group would like to know the current fund balances for review at their next meeting so they may provide accurate comments regarding the anticipated expenditure of the Discovery Bay P-6 funds and your proposal of an additional Sergeant position and other expenditures for the area.

Again, it is the request of the Discovery Bay P-6 Zone Citizen Advisory and myself, for a current fund balance for the P-6 Zones in Discovery Bay.

Please feel free to contact me at (925) 240-7260 if I can be of any assistance regarding this or any future matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'MARY NEJEDLY PIEPHO', with a large, sweeping flourish at the end.

MARY NEJEDLY PIEPHO
County Supervisor, District III

Cc: David Twa, County Administrator, Contra Costa County
Bob Mankin, Chair, Discovery Bay P-6 Zone CAC
Kevin Graves, President, Town of Discovery Bay CSD ✓

Enclosures: 6-22-10 Email request via Julie Enea
7-12-10 Email follow-up via Office Frank Scudero

MNP: kc

7/23/10

emailed to the
Board + Staff Jn

July 20, 2010

County of Contra Costa
Office of the Sheriff
Warren E. Rupp
Sheriff

Mary Nejedly Piepho
Supervisor, District III
Contra Costa County Board of Supervisors
181 Sand Creek Road, Suite L
Brentwood, CA 94513

Dear Supervisor Piepho:

At the June 13, 2010 meeting of your Discovery Bay P-6 Zone Citizen Advisory Committee, I am told that Lieutenant Burton provided the Committee a copy of the attached P-6 Zone estimated balance sheet. This sheet very clearly explains the FY08/09 fund balance, the estimated 09/10 revenue and all projected expenditures for Discovery Bay P-6 Zones 500-504. When your field representative e-mailed Fiscal Officer Scudero on July 12, 2010, asking for another accounting for that night's meeting, he very properly told her that he could not provide any new information. We have no record of the third request referred to in your letter.

The compilation and accounting of individual zones is very time consuming work and my Office does not have the staff, time or ability to update them every month. We reconcile these accounts on a quarterly basis and I will ask staff to forward the information to you at that time. Perhaps the County Administrator can suggest other sources from which you may obtain real time account balances.

I also find myself, once again compelled to ask you that if you have requests of my Office, forward them to me directly. I will ensure that they are delivered to the appropriate staff member and that you receive the appropriate response.

Sincerely,

WARREN E. RUPF, Sheriff

WER/SD/dm

Enclosure

cc: David J. Twa, County Administrator
Kevin Graves, President-Town of Discovery Bay Community Service District
Discovery Bay Sheriff's Municipal Advisory Committee
Scott P. Daly, Undersheriff