



# TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • Director - Ray Tetreault

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY CSD  
Wednesday April 6, 2011  
1800 Willow Lake Road, Discovery Bay, California  
REGULAR MEETING 7:00 P.M.  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

A. **ROLL CALL**

The meeting was called to order. President Graves led in the Pledge of Allegiance. Roll call was taken and all the Directors were present.

**President Graves** – Stated that Item G-6 will be pulled from the Agenda to be brought back at a later date. There are no other changes to the agenda.

B. **PRESENTATION**

None

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

**Resident Gary Tucker** – Stated that there is a small group of small dog owners, around ten (10) to fifteen (15) that meet at Cornell Park each day around an hour before sunset to walk their dogs. Lately there has been several pit bill dog attacks at Cornell Park and they do not feel safe. The pit bulls also attacked Resident Gary Tucker's wife while she was walking their dog. The owner of the pit bull provided phony contact information and the person will most likely not be found. Resident Gary Tucker would like to suggest that there be a dog park or a dog area within Cornell Park. The area that may be a good location is between Willow Lake Road and Beaver Lane, along that fence.

**Resident Peggy Winegardner** – Stated that she is part of the group that meets at Cornell Park and her dog has been attacked twice by the pit bulls that have been seen at the park. Peggy Winegardner would also like to see a dog park at the Cornell Park.

**Resident Allen Rogers** – Stated that he witnessed a pit bull fight that he had to break up and that it was horrible. The veterinarian bill was enormous. Also, Mr. Rogers was issued a subpoena.

**General Manager Howard** – Stated that the Director of Animal Control will be coming to the Board Meeting, dated May 4, 2011, to discuss animal control issues in Discovery Bay.

**President Graves** – Stated that the pit bull situation has been brought to the attention of the Board previously and there will be a plan for some type of Workshop or Board meeting to discuss the topic of a dog park.

D. **AREA AGENCIES REPORTS / PRESENTATION**

1. **SHERIFF'S OFFICE REPORT**

**Lieutenant Burton** – 51 Reports – Pointed out the incidents in the report. Lieutenant Burton stated that he will engage with the deputies of the problem with the pit bills and will provide extra patrol. Discovery Bay was hit with several robberies. Within a short amount of time, there was a group arrested for the robberies and they were juveniles. There were six (6) juveniles that have been charged and in custody with felony robbery. Also, there was a Craigslist fraud and that person lost \$21,000, so beware of the problems that can occur if a person is not cautious.



2. **CHP REPORT – No Report**
3. **FIRE DISTRICT REPORT**
4. **EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT**

**Chief Henderson** – Provided the Incident Summary Report and explained the report in detail. Also he stated that the department is short one (1) Director representing the unincorporated area. The applications close on April 12, 2011 if anyone is interested in becoming a Director. The appointment of the Director will be during the May 3, 2011 Board of Supervisors meeting.

5. **SUPERVISOR MARY PIEPHO, DISTRICT III REPORT**

**Karyn Cornell** – Stated that there is a Town Hall Meeting on Saturday April 9, 2011 at 1:00p.m. to discuss the Aquatic Weeds. Also, the Delta Diablo Sanitation District is holding a free Household Hazardous Waste Collection Event in Discovery Bay on June 18, 2011 from 9:00a.m. to 2:00p.m. There was a reminder sent out regarding the Vasco Road delays.

**E. COMMITTEE/LIAISON REPORTS**

1. **Trans-Plan Report** – President Graves announced from Duane Steele, that there is no information to report on Trans-plan.

2. **County Planning Commission Report** – President Graves announced from Duane Steele, that the Planning Commission was canceled and the last item before us was an illegal shed, however, not an issue for Discovery Bay.

3. **Code Enforcement Priority Report – No Report**

**General Manager Howard** – Stated that Code Enforcement will be looking at Discovery Bay for trailers parked in driveways and also looking at homes that are unkempt. Code Enforcement will also be setting up areas within Discovery Bay to enforce the regulations.

4. **Special Districts Report\*\* - No Report**

*\*\*These meetings are held Quarterly*

**F. CONSENT CALENDAR**

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

1. Minutes of the Special meeting dated March 2, 2011
2. Minutes of the Regular meeting dated March 16, 2011
3. Minutes of the Special meeting dated March 28, 2011
4. District Invoices
5. District Financials

**Motion made** – by Director Simon to approve the Consent Calendar and seconded by Vice-President Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

**G. NEW BUSINESS AND ACTION ITEMS**

1. **Consideration, approval and adoption of Resolution 2011-05 for the Discovery Bay Landscape & Lighting Zone 8 2010-2011 Operating and Capital Improvement Budget Amendment**

**General Manager Howard** – Explained the Zone 8 Budget Amendment in detail.

**Motion made** – by Director Tetreault to approve Resolution 2011-05 and seconded by Director Simon.

There was discussion between the Board and the public regarding Clipper Drive and Cornell Park.

Motion carried by the following vote: AYES: 5, NOES: 0.

2. **Consideration, approval and adoption of Resolution 2011-07 for the Discovery Bay Landscape & Lighting Zone 9 2010-2011 Operating and Capital Improvement Budget Amendment**

**General Manager Howard** – Explained the Zone 9 Budget Amendment.

**Motion made** – by Director Tetreault to approve Resolution 2011-07 and seconded by Vice-President Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

3. **Review and discussion on Park Rules & Regulations and Reservation forms and fees for Town of Discovery Bay CSD owned and maintained parks**

**Landscape Manager Perez** – Explained the rules and regulations along with the forms and fees for the parks owned by the Town of Discovery Bay CSD.



There was discussion in regards to reserving the park, along with issues of cleaning up after the events that were reserved.

The Board commented on the Park rules and regulations forms and fees.

**General Manager Howard** – Announced that Staff will take the comments from the Board on the Park rules and regulations forms and fees and the item will be brought back to the Board for review and for formal adoption.

**4. Contract for the Operation and Maintenance of Water, Wastewater, and associated facilities for the Town of Discovery Bay Community Services District**

**General Manager Howard** – Provided details of the thorough evaluation process for the operation and maintenance of the Water and Wastewater for Discovery Bay. General Manager Howard provided information in regards to the proposed services agreement with Veolia Water. General Manager Howard also introduced the new Veolia Water Project Manager, Greg White.

There was a discussion in regards to the re-structure of the Staff within Veolia Water.

**Motion made** – by Director Tetreault to approve the Veolia Contract as a five (5) year contract and seconded by Director Simon.

**Legal Counsel Schroeder** – Stated that a point of clarification your motion is to also authorize the President to execute the Contract.

**Motion made** – by Director Tetreault to include the statement above and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

**5. Reconsideration of Board Action relative to Merchant Card Services Agreement with Banc Card of America Inc. for Credit Card/Debit Card Transactions**

**General Manager Howard** – Provided details in regards to the reconsideration of the Merchant Card Services Agreement for credit and debit card transactions.

The discussion continued on other options to offer to the customers.

**Motion made** – by Director Tetreault to charge a \$1.00 fee for invoices up to \$50.00 and \$2.00 fee for anything above \$50.00 and to review the agreement in twelve (12) months and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

**6. Agency Comment Request – Sandy Cove Shopping Center/Chase Bank**

**President Graves** – Stated that Item G-6 will be pulled from the Agenda to be brought back at a later date

**7. Appointment of Public Members to the FY2011-12 Budget Review Committee**

**General Manager Howard** – Stated that the Budget Committee met just before the meeting tonight and the result of the meeting was to recommend to the Board Christeen Era, Gaylin Zeigler, and Michael McCleery to be appointed to the 2011-12 Budget Review Committee.

**President Graves** – Stated that the appointment for the Budget Review Committee consists of Christeen Era, Gaylin Zeigler, and Michael McCleery.

**Motion made** – by Director Tetreault to take the selection that the President stated above and seconded by Director Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

**H. CHAIR REPORT AND DIRECTORS' COMMENTS**

**President Graves** – Provided his report and stated that he attended the East Contra Costa Fire Protection District meeting on April 4, 2011 and reported on the discussion within the meeting, which consisted of the details on the Benefit Assessment Tax.

**Vice-President Dawson** – Provided other details on the Benefit Assessment Tax. Also, there were comments from the ECCFPD Directors that the process is going too quickly and that they need to rethink the Benefit Assessment Tax process.

**Director Steele** – Announced that there will be a Community Center Meeting on April 19, 2011 at the Town of Discovery Bay CSD office. More information to come and if there are any questions contact Director Steele.

**I. MANAGER'S REPORT**

**1. Wetlands Update**

**Water and Wastewater Manger Koehne** – Presented slides which provided an update on the Wetlands Project



**2. Cherry Hills Drive update**

**Water and Wastewater Manger Koehne** – Presented slides which provided the status of the Cherry Hills Sewer Pipe Replacement. Water and Wastewater Manager Koehne also gave an update on the situation within Lakeshore along with the water leak on Beaver. The discussion continued on the topics listed above.

**J. GENERAL MANAGER'S REPORT**

**1. Emergency Preparedness**

**General Manager Howard** – Provided information on the Emergency Preparedness Plan and there will be a more formal process brought back to the Board at a later date.

**2. Internet Access WWTP II Status**

**General Manger Howard** – Stated that the internet situation was caused by the wind. Several antennas needed alignment and during that alignment they discovered a frayed cable. The cable was replaced and there was an immediate improvement to the internet access at the location.

The Ribbon Cutting Ceremony for the Ravenswood Splash Pad will be Saturday, April 30, 2011 at 11:00a.m.

**K. DISTRICT LEGAL COUNSEL REPORT**

None

**L. CORRESPONDENCE – Discussion and Possible Action**

1. R – Minutes of Contra Costa County Byron Municipal Advisory Council for February 17, 2011
2. R – Letter to Ken Jacopetti Superintendent of Byron Union School District regarding the improvements at the School dated March 21, 2011

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Request from Don Flint – PRRs for Brian Dawson and Bob Mankin for 1/1/2009 through 3/14/11 – Dated March 8, 2011 and clarified on March 14, 2011
2. Request from Mark Doran – Any and all follow up responses from County regarding his last PRR on submittals form AC reimbursements – Dated March 21, 2011
3. Request from Don Flint - Last Eight (8) outside audit reports and copies of transmission letters to the County Auditor Controller's office and State Controller – Dated March 28, 2011

**N. FUTURE AGENDA ITEMS**

**Director Tetreault** – Review of the District Representative Listing, changes of categories listed or to discuss ground rules.

**Jeff Barber** – Would like to see a planning and priority setting process for the Budget and a parks and recreation function for the Town of Discovery Bay

**Marie Grant** – Would like to see discussion on the limiting of bit pulls within Discovery Bay

**O. ADJOURNMENT**

The meeting was adjourned at 8:56p.m. to the next regular meeting on April 20, 2011 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

cmc – 04.12.11