



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

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

Wednesday June 21, 2017

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

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

### REGULAR MEETING 7:00 P.M.

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

1. Call business meeting to order 7:00 p.m. – By President Leete.
2. Pledge of Allegiance – Led by President Leete.
3. Roll Call – All present with the exception of Director Pease and Director Steele.

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

None

#### C. 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. Approve DRAFT minutes for regular meeting of June 7, 2017.
2. Approve Register of District Invoices.
3. Approve Proclamation 17-03 Parks and Recreation Month – Parks Make Life Better.
4. Approve one vote each for candidates Stanley Caldwell and Robert Silano for election to the CSDA Board of Directors.
5. Approve lease of Fire Station #58 and authorize the General Manager to sign the lease on behalf of the District.
6. Approval of contract extension of the Luhdorff & Scalmanini Contract Engineers (LSCE) Contract for services into Fiscal Year 2017-2018.
  - Public Comment regarding Consent Calendar item C-5:
    - Cost of repair and maintenance obligations.
  - Public Comment regarding Consent Calendar item C-6:
    - Additional \$182,000 – related to the Water Meter Project.

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

Second by: President Leete

Vote: Motion Carried – AYES: 3 – President Leete, Vice-President Graves, Director Mayer, NOES: 0, ABSENT: 2 – Director Pease, Director Steele, ABSTAIN: 0

#### D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report – No report.

#### E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of May 2017.

Project Manager Berney Sadler – Provided the details of the May 2017 Monthly Operations Report. There was discussion regarding altering the work schedule related to the heat.

**F. BUSINESS AND ACTION ITEMS**

1. Open the public hearing on Resolution No. 2017-11, approving the 2015 Urban Water Management Plan, close the public hearing and consider adopting Resolution No. 2017-11.

General Manager Davies – Introduced the 2015 Urban Water Management Plan.

District Water Engineer Shobe – Provided a presentation regarding the overview of the UWMP related to water use, baseline, water use targets, and demand management measures. There was discussion related to irrigation (public irrigation/parks and recreation), population/build out of Discovery Bay, targets that meet State requirements, and groundwater.

- Public Comment regarding:
  - Conservation pricing needs to be reviewed.
  - Penalties and charges.

There was discussion regarding the UWMP related to the time constraints of submitting the UWMP to the State. The discussion continued related to the UWMP being a technical document with tools to be considered to use in the event of a crisis.

Legal Counsel Attebery – As to the legality of the UWMP, the document is a technical document with tools and water reporting requirements from the State. Policies have been adopted and set in place for the District.

Motion by: Vice-President Graves to approve Resolution 2017-11 adopting the Town of Discovery Bay 2015 Urban Water Management Plan.

Second by: Director Mayer

Vote: Motion Carried – AYES: 3 – President Leete, Vice-President Graves, Director Mayer, NOES: 0, ABSENT: 2 – Director Pease, Director Steele, ABSTAIN: 0

2. Open the public hearing on Resolution No. 2017-12, approving the proposed final Revenue, Operating and Capital Budget for Fiscal Year 2017-18 and Fiscal Year 2018-19, close the public hearing and consider adopting Resolution No. 2017-12.

Finance Manager Breitstein – Provided the background of the May 24, 2017 Budget Workshop and the June 7, 2017 Board meeting regarding the review of the Revenue, Operating and Capital Budget for Fiscal Year 2017-18 and Fiscal Year 2018-19 and the changes that were made as requested by the Board. The document is now ready for adoption.

- Public Comment regarding:
  - Not enough time provided for the public to comment.

There was discussion regarding the May 24, 2017 Budget Workshop and the June 7, 2017 Board meeting and that those meetings were open to the public.

Motion by: Vice-President Graves to adopt the FY 2017-18 and FY 2018-19 Operating, Capital and Revenue Budgets and adopt Resolution 2017-12.

Second by: Director Mayer

Vote: Motion Carried – AYES: 3 – President Leete, Vice-President Graves, Director Mayer, NOES: 0, ABSENT: 2 – Director Pease, Director Steele, ABSTAIN: 0

3. Discussion and possible action to send a Board letter to Contra Costa County Supervisor Burgis seeking information on Transient Occupancy Tax in Discovery Bay.

General Manager Davies – Provided the details of the letter to Contra Costa County Supervisor Burgis regarding the Transient Occupancy Tax in Discovery Bay and the tax money being reinvested back in the community. There was discussion regarding the Transient Occupancy Tax letter.

Motion by: Vice-President Graves to authorize the Board President to sign a letter, on behalf of the Board, to Contra Costa County Supervisor Burgis seeking information on Transient Occupancy Tax in Discovery Bay.

Second by: Director Mayer

Vote: Motion Carried – AYES: 3 – President Leete, Vice-President Graves, Director Mayer, NOES: 0, ABSENT: 2 – Director Pease, Director Steele, ABSTAIN: 0

**G. INFORMATIONAL ITEMS ONLY**

None

**H. DIRECTORS' REPORTS**

1. Standing Committee Reports – None
2. Other Reportable Items – None

**I. MANAGER'S REPORT**

1. Roberta Fuss Tot Lot Completion Update Presentation.  
Parks and Recreation Manager Miller – Provided an update regarding the Roberta Fuss Tot Lot Completion Project.

**J. GENERAL MANAGER'S REPORT**

General Manager Davies – Stated that the Annual Water Quality Report has been mailed out and received by some residents.

**K. CORRESPONDENCE RECEIVED**

1. Received June 2, 2017 from East Contra Costa Fire Protection District regarding meeting minutes for May 1, 2017.
2. Received June 5, 2017 from the Central Valley Regional Water Quality Control Board regarding Ammonia & Nitrate plus Nitrite Progress Report 2017.
3. Received June 8, 2017 from Charles Helfrick regarding the stationary electronic signboard.
4. Received June 14, 2017 from Democrat for Republican and Libertarian Parties regarding Human
5. Society of the United States.
  - Public Comment regarding K-3:
    - The cost of the stationary electronic signboard.

**L. FUTURE AGENDA ITEMS**

None

The regular meeting adjourned at 7:48 p.m. to the Closed Session.

**M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding item N-1 only; removing N-2.

**N. CLOSED SESSION**

1. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (One Potential Case)
2. Conference with Legal Counsel—Existing Litigation pursuant to Government Code Section 54956.9(a)  
Name of Case and Case Number: Hofmann Land Development v. Town of Discovery Bay  
Community Service District  
Contra Costa County Sup. Ct. No, C-13-00274

**O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957)

Legal Counsel Attebery – Reporting from Closed Session on item N-1 and there is no reportable action.

**P. ADJOURNMENT**

1. The meeting adjourned at 8:08 p.m. to the regular meeting on July 5, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 06-23-17

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