



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday May 7, 2014  
REGULAR MEETING 7:00 P.M.  
1800 Willow Lake Road, 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**

Call business meeting to order – 7:00 p.m. by President Simon  
Pledge of Allegiance – Led by Director Pease  
Roll Call – All Present

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

There was one Public Comment Speaker.

**C. PRESENTATIONS**

**1. Discovery Bay Odyssey of the Minds Team Recognition**

**General Manager Howard** – Provided the details of item C-1.

**Amanda Dove** – The Discovery Bay Odyssey of the Minds Team members individually provided information regarding their team.

**President Simon** – The Discovery Bay Odyssey of the Minds Team were recognized by the Office of Assemblymember Jim Frazier, Supervisor Mary Nejedly Piepho, and the Town of Discovery Bay.

**D. AREA AGENCIES REPORTS / PRESENTATION**

**1 Sheriff's Office Report**

**Sheriff's Office** – Provided the law enforcement report for the month of April. There was discussion between the General Manager, the Board and the Sheriff's Office.

**2. CHP Report** – No Report

**3. East Contra Costa Fire Protection District Report**

**Chief Henderson** – Provided the East Contra Costa Fire Protection District report and the details for the month of April. There was discussion between the Chief and the Board.

**4. Supervisor Mary Piepho, District III Report**

**Field Representative Cornell** - Provided an update of several projects surrounding Discovery Bay. There was discussion between the Field Representative and the Board.

**E. COMMITTEE/LIAISON REPORTS**

**1. Trans-Plan Report** – No Report

**2. County Planning Commission Report** – No Report

**3. Code Enforcement Report**

**Director Wiesen** – Provided her report and the details of the Code Enforcement meeting dated April 22, 2014

**4. Special Districts 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. **DRAFT minutes of the previous special meeting dated April 16, 2014**
2. **DRAFT minutes of the previous regular meeting dated April 16, 2014**
3. **Approve Register of District Invoices**
4. **Approve and Adopt Resolution Number 2014-08, Direction to HERWIT Engineering to prepare 2014-2015 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9**

**Motion by:** Director Pease to approve the Consent Calendar

**Second by:** Director Graves

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

**G. BUSINESS AND ACTION ITEMS**

1. **Agency Comment Request - Development Plan Application – DP 14-3017**

**General Manager Howard** – Provided the details of item G-1.

**Pantages Bays Mark Armstrong** – Provided additional details of item G-1. There was discussion between the General Manager, the Board, and Mark with Pantages Bays

**Motion by:** Director Graves to direct Staff to send a letter that states they continue to support the program and accept the modification as presented.

**Second by:** Vice-President Steele

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

2. **Consideration, Approval and Adoption Resolution No. 2014-09 to revise Park Rules and Regulations Forms and Fees for the Town of Discovery Bay CSD owned and maintained Parks and Facilities**

**General Manager Howard** – Provided details of item G-2.

**Parks and Landscaping Manager Perez** – Provided additional details of item G-2. There was discussion between the General Manager, the Parks and Landscaping Manager, and the Board.

**Motion by:** Director Graves to Approve and Adopt Resolution No. 2014-09 adopting revised Park Rules & Regulations and Reservations Forms and Fees for the Town of Discovery Bay owned and maintained Parks and Facilities with language amended - delete 501C4 and add non-profit with tax exempt status to the Facility Rental Fee Schedule.

**Second by:** Director Pease

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

3. **Consideration and Approval of Overnight camping request and fee waiver for “Great American Campout” event at Cornell Park on June 28, 2014 thru June 29, 2014**

**General Manager Howard** – Provided details of item G-3.

**Parks and Landscaping Manager Perez** – Provided additional details of item G-3. There was discussion between the General Manager, the Parks and Landscape Manager, and the Board.

**Motion by:** Director Pease to authorize Overnight Camping and waive reservation fees for the “Great American Campout” event at Cornell Park on June 28, 2014 and June 29, 2014

**Second by:** Director Wiesen

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

4. **Pre-Authorization to Submit Auction Bid for one 2011 CASE 570MXT Series 3 4x4 Skip Loader with a not to exceed bid in the amount of \$55,000.00**

**General Manager Howard** – Provided details of item G-4. There was discussion between the General Manager, the Water and Wastewater Manager, and the Board.

**Motion by:** Director Graves to authorize the General Manager to submit one bid not to exceed \$55,000.00 for the purchase of one 2011 CASE 570MXT Series 3 4x4 Skip Loader from Ritchie Brothers Auctioneers.

**Second by:** Director Wiesen

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

**H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

1. **Update and Discussion Concerning Recent Organizational Changes within the Veolia Water Corporate Structure**

**Senior Vice-President Lanita McCauley Bates** – Provided details of item H-1. There was discussion between Senior Vice-President Bates, the General Manager, and the Board.

**I. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

1. **Director Graves** – Provided the details of the East Contra Costa Fire Protection District meeting dated May 5, 2014.
2. **Director Pease** – Provided his report and the details of the Contra Costa Special District Association meeting dated April 21, 2014.
3. **Vice-President Steele** – Provided the details of the Byron Union School District meeting dated May 1, 2014.

**J. MANAGER'S REPORT**

None

**K. GENERAL MANAGER'S REPORT**

**1. DRAFT CCR**

**General Manager Howard** – Provided the details of item K-1 and also stated that CSDA will be attending our next Board meeting dated June 4, 2014 to present the District as a California District of Distinction.

**L. DISTRICT LEGAL COUNSEL REPORT**

None

**M. COMMITTEE UPDATES – Discussion and Possible Action**

None

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

**O. PUBLIC RECORD REQUESTS RECEIVED**

**P. FUTURE AGENDA ITEMS**

1. Cornell Park Restrooms
2. Park Maintenance Care
3. Front Entry Improvement Plan
4. Dog Park

**Q. ADJOURNMENT**

The meeting adjourned at 8:10 p.m. to the next regular meeting dated June 4, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 05.09.14

<http://www.todb.ca.gov/content/agenda-and-minutes/>