



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET**

For the Regular Meeting of Wednesday
October 21, 2015

7:00 P.M. Regular Meeting

Community Center
1601 Discovery Bay Boulevard



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday October 21, 2015
REGULAR MEETING 7:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

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

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

C. PRESENTATIONS

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

E. CONSENT CALENDAR

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

1. Approval of DRAFT minutes of special meeting for October 7, 2015
2. Approval of DRAFT minutes of regular meeting for October 7, 2015
3. Approve Register of District Invoices

F. BUSINESS AND ACTION ITEMS

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

H. VEOLIA REPORT

1. Veolia Report – Month of September 2015

I. MANAGER'S REPORTS – Discussion and Possible Action

J. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. District Office Remodel

K. DISTRICT LEGAL COUNSEL REPORT

L. COMMITTEE UPDATES – Discussion and Possible Action

M. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting minutes for August 13, 2015
2. R – Contra Costa County Aviation Advisory Committee meeting minutes for September 10, 2015
3. R – East Contra Costa County Fire Protection District meeting minutes for September 14, 2015

N. PUBLIC RECORD REQUESTS RECEIVED

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

1. Adjourn to the next Regular meeting of November 4, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

“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."



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

No Back Up
Documentation
For Agenda Item C



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

No Back Up
Documentation
For Agenda Item D



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY CSD

Wednesday October 7, 2015

SPECIAL MEETING 6:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

SPECIAL MEETING AT 6:00 P.M.

A. ROLL CALL

Call business meeting to order – 6:00 p.m. by Vice-President Pease

Roll Call – All present with the exception of President Steele

President Steele – Arrived at 6:20 p.m.

B. PUBLIC COMMENT

None

C. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding items D-1 and D-2.

D. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Government Code 54957 (Position: General Manager)
2. CONFERENCE WITH LABOR NEGOTIATOR Government Code Section 54957.6 Unrepresented Employee: General Manager

E. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Legal Counsel Attebery – The Board has reconvened from closed session and there is no reportable action.

F. ADJOURNMENT

The meeting adjourned at 6:59 p.m. to the Regular Meeting on October 7, 2015 at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard

//cmc – 10-12-15

<http://www.todb.ca.gov/agendas-minutes>



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday October 7, 2015
REGULAR MEETING 7:00 P.M.**

**Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

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

None

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Crime Prevention Specialist Fontenot – Provided the law enforcement report for the month of September. There was discussion between the Crime Prevention Specialist Fontenot and the Board.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay. There was discussion between Officer Thomas and the Board.

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update. There was discussion between Chief Henderson and the Board.

4. Supervisor Mary Piepho, District III Report

Lea Castleberry, Deputy Chief of Staff - Provided an update of several projects surrounding Discovery Bay.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report

Dewayne Steele – Provided an update

2. County Planning Commission Report

Dewayne Steele – Provided an update

3. Code Enforcement Report

4. Special Districts Report**

****These meetings are held Quarterly**

E. PRESENTATIONS

1. Emergency Preparedness Presentation for Elected Officials

General Manager Howard – Provided details of item E-1.

Emergency Preparedness Representative Patterson – Provided the additional details of item E-1. There was discussion between the Representative, the Board, and the General Manager.

F. CONSENT CALENDAR

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

1. Approval of DRAFT minutes of regular meeting for September 16, 2015
2. Approve Register of District Invoices

Motion by: Director Simon to approve the Consent Calendar

Second by: Vice-President Pease

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

G. BUSINESS AND ACTION ITEMS

1. Odyssey of the Mind Teams utilizing Community Center through March 2016

Odyssey of the Mind Teams Representative – Provided the details of item G-1. There was discussion between the Board and the General Manager.

Motion by: Vice-President Pease to authorize the usage of the Community Center for the Odyssey of the Mind Team; approval with that, the Team will build, purchase, and supply the labor for the Dog Park accessory items.

Second by: Director Simon

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

2. Award of Bid for the Wastewater Treatment Plant No. 2 Equipment Cover to McFadden in the amount of \$192,902.00

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

District Engineer Harris – Provided the additional details of item G-2. There was discussion between the District Engineer, the Board, and the General Manager.

Motion by: Vice-President Pease to authorize the award of bid for installation of the Equipment Cover at Plant No. 2, to McFadden Construction in the amount of \$192,902.00 with an allowance for 10% change orders; and authorize the General Manager to execute all contract documents

Second by: Director Graves

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

3. Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix Comment Letter

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

Legal Counsel Attebery – Provided additional details of item G-3. There was discussion between the Board, the General Manager, and Legal Counsel.

Motion by: Vice-President Pease to send the letter to all Elected Officials/Districts, place in the paper and on our website.

Second by: Director Simon

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

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

1. District Financial Statement Report for the Period ending June 30, 2015

Finance Manager Breitstein – Provided an update for item H-1. There was discussion between the Board, the General Manager, and the Finance Manager.

2. Delta Seaweed Removal Update

General Manager Howard – Provided an update for item H-2. There was discussion between the General Manager, the Board, and Legal.

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Steele – Provided a report of the California Special District Association Conference in September.

J. MANAGER'S REPORT – Discussion and Possible Action

None

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

General Manager Howard – Schedule a special meeting – Classification and Compensation Study for a list of comparable agencies. The Board recommended that Staff meet with the Finance Committee on October 14, 2015 to make a recommendation of comparable agencies to bring back to the Board on October 21, 2015.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. **Finance** – Meet once last week and on Wednesday, October 7, 2015
2. **Communications**
3. **Parks and Recreation** – Meeting pushed out to Thursday, October 8, 2015
4. **Water and Wastewater** – No meeting in September due to the CSDA Conference – Vice-President Pease and Director Graves will meet after the regular meeting of October 7, 2015
5. **Waterways**

N. CORRESPONDENCE – Discussion and Possible Action

1. R - Central Contra Costa Sanitary District meeting minutes for July 20, 2015
2. R - East Contra Costa County Fire Protection District meeting minutes for August 3, 2015

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

Vice-President Pease – Hofmann Closed session item to be moved to December 2, 2015 meeting

Q. ADJOURNMENT

The meeting adjourned at 8:24 p.m. to the next regular meeting of October 21, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 10-12-15

<http://www.todb.ca.gov/agendas-minutes>



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

October 21, 2015

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Sr. Accounts Clerk
Submitted By: Rick Howard, General Manager

RH

Agenda Title

Approve Register of District Invoices

Recommended Action

Staff recommends that the Board approve the listed invoices for payment

Executive Summary

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

Fiscal Impact:

Amount Requested \$ 857,557.69

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 2015/2016
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2015/2016
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2015/2016

AGENDA ITEM: E-3

Request For Authorization To Pay Invoices (RFA)
For The Meeting On October 21, 2015
Town of Discovery Bay CSD
For Fiscal Year's 7/15 - 6/16

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Administration				
			Administration	Sub-Total
				\$0.00
Water				
All American Equipment Sales	3817	Tractor Repair	10/01/15	\$377.89
American Retrofit Systems	1125	Change Breaker	10/08/15	\$100.00
Backflow Apparatus & Valve Co.	731011	Valve Test Kit	10/01/15	\$824.75
Brentwood Ace Hardware	808/093015	General Repairs	09/30/15	\$180.61
Brentwood Ace Hardware	808/093015	Building Maintenance	09/30/15	\$11.94
Cintas	185526711	Uniforms	09/23/15	\$11.19
Cintas	185527556	Uniforms	09/30/15	\$11.19
Cintas	185528395	Uniforms	10/07/15	\$11.19
Conco West Inc.	850	Well 7	07/31/15	\$34,152.50
Contra Costa County Treasurer-Tax Collect	008200018300/15-16	Property Tax, District Office	09/09/15	\$59.61
County Of Contra Costa, Dept of Info Tec	9814	Data Processing Service Aug 2015	09/18/15	\$19.40
Denalect Alarm Company	R24753	Quarterly Alarm Charge	10/01/15	\$44.40
Du-All Safety	17285	Safety Support And Training	09/30/15	\$1,160.00
EnerPower	67166	Electric Charges 07/12/15-08/12/15	09/24/15	\$111.00
EnerPower	67167	Electric Charges 07/10/15-08/10/15	09/24/15	\$222.00
J.W. Backhoe & Construction, Inc.	2441	Pour Concrete Cabrillo Pt	09/23/15	\$731.10
J.W. Backhoe & Construction, Inc.	2443	Replace Copper Manifold Cabrillo Pt	09/25/15	\$3,565.65
J.W. Backhoe & Construction, Inc.	2447	Water Leak On Surfside Pl	09/28/15	\$1,815.18
J.W. Backhoe & Construction, Inc.	2448	Water Leak On Sand Point Rd	09/28/15	\$4,064.79
J.W. Backhoe & Construction, Inc.	2449	Water Leak On Sail Court	09/28/15	\$3,070.90
J.W. Backhoe & Construction, Inc.	2450	Sealed Spots On Several Streets	09/28/15	\$1,267.65
J.W. Backhoe & Construction, Inc.	2451	Leak On Sand Point Rd	09/28/15	\$2,022.95
J.W. Backhoe & Construction, Inc.	2452	Water Leak On Willow Lake Rd	09/28/15	\$2,555.45
J.W. Backhoe & Construction, Inc.	2454	Poured Concrete Sand Point Ct	09/30/15	\$980.57
J.W. Backhoe & Construction, Inc.	2455	Poured Concrete Riverlake Rd	09/30/15	\$969.82
Koff & Associates	2726	Classification Study	10/06/15	\$273.60
Luhdorff & Scalmanini	31089	Well 7	08/30/15	\$5,212.50
Luhdorff & Scalmanini	31091	General Engineering Services Aug 2015	08/30/15	\$7,213.21
National Meter & Automation, Inc.	S1063562.002	End Points With Nicor Connector	09/23/15	\$3,405.62
National Meter & Automation, Inc.	S1063926.001	End Points With Nicor Connector	09/30/15	\$8,699.74
Neumiller & Beardslee	272149	Professional Services Aug 2015	09/18/15	\$1,379.60
Office Depot	795950986001	Office Supplies	09/22/15	\$18.52
Office Depot	796342454001	Office Supplies	09/24/15	\$35.16
Paul E. Vaz Trucking, Inc.	37986	Material 09/16/15	09/25/15	\$306.63
Paul E. Vaz Trucking, Inc.	37987	Freight 09/16/15	09/25/15	\$253.42
Pump Repair Service Co.	36852	Well 7 Startup & Field Testing	07/31/15	\$5,013.00
Pump Repair Service Co.	36287	Pump And Related Equipment Well 7	10/06/15	\$28,715.00
R & B Company	S1510262.001	Utility Box's and Lids	09/28/15	\$2,289.47
ReliaStar Life Insurance Company	#JR52 457(B)10/15/15	457(b) 10/01/15-10/15/15	10/15/15	\$548.04
SDRMA	17867	Medical Benefits Nov 2015	10/05/15	\$1,698.91
SDRMA	52464	Property/Liability Insurance	10/02/15	\$480.71
U.S. Bank	2015 2	Debt Service Payment	10/01/15	\$60,488.95
Univar	SJ707543	Chemicals Delivered 09/18/15	09/18/15	\$264.99
Univar	SJ707548	Chemicals Delivered 09/18/15	09/18/15	\$104.39
Univar	SJ708643	Chemicals Delivered 09/24/15	09/24/15	\$256.96
Univar	SJ709720	Chemicals Delivered 10/01/15	10/01/15	\$160.60
Univar	SJ709721	Chemicals Delivered 10/01/15	10/01/15	\$285.07
Veolia Water North America	51951	Monthly O&M Fee Oct, Retro May-Sept	10/05/15	\$46,287.54
Verizon Wireless	9753010808	Cell Phone Bill Sept 2015	09/26/15	\$158.19
			Water	Sub-Total
				\$231,891.55
Wastewater				
All American Equipment Sales	3817	Tractor Repair	10/01/15	\$566.84
Bay Area News Group	2005834/909008	Classified Pump Station G Rehab	09/30/15	\$307.88
Brentwood Ace Hardware	808/093015	General Repairs	09/30/15	\$270.91
Brentwood Ace Hardware	808/093015	Building Maintenance	09/30/15	\$46.81
Cintas	185526711	Uniforms	09/23/15	\$16.78
Cintas	185527556	Uniforms	09/30/15	\$16.78

Cintas	185528395	Uniforms	10/07/15	\$16.78
Contra Costa County Treasurer-Tax Collct	004075007700/15-16	Property Tax, DB Blvd	09/09/15	\$14.64
Contra Costa County Treasurer-Tax Collct	008200018300/15-16	Property Tax, District Office	09/09/15	\$89.41
Contra Costa County Treasurer-Tax Collct	008340033300/15-16	Property Tax, WWTP#2	09/09/15	\$140.62
Contra Costa County Treasurer-Tax Collct	008340041600/15-16	Property Tax, WWTP#2	09/09/15	\$2,201.94
Contra Costa County Treasurer-Tax Collct	088340040800/15-16	Property Tax, WWTP#2	09/09/15	\$5,891.10
Comcast	8155400350232938/1015	Internet WWTP#2	10/03/15	\$114.00
Comcast	8155400350232946/1015	Internet WWTP#1	10/03/15	\$88.95
County Of Contra Costa, Dept of Info Tec	9814	Data Processing Service Aug 2015	09/18/15	\$29.10
Denalect Alarm Company	R24753	Quarterly Alarm Charge	10/01/15	\$66.60
Du-All Safety	17285	Safety Support And Training	09/30/15	\$1,740.00
EnerPower	67168	Electric Charges 07/13/15-08/11/15	09/24/15	\$125.00
Herwit Engineering	15-9	Professional Services Sept 2015	10/01/15	\$13,643.90
Koff & Associates	2726	Classification Study	10/06/15	\$410.40
Neumiller & Beardslee	272149	Professional Services Aug 2015	09/18/15	\$2,069.40
Office Depot	795950839001	Office Supplies	09/22/15	\$38.68
Office Depot	796342454001	Office Supplies	09/24/15	\$52.75
Pacific Gas & Electric	1181942262-4/1015	Electric & Gas Bill 09/09/15-10/07/15	10/08/15	\$9,116.13
ReliaStar Life Insurance Company	#JR52 457(B)10/15/15	457(b) 10/01/15-10/15/15	10/15/15	\$822.06
SDRMA	17867	Medical Benefits Nov 2015	10/05/15	\$2,548.37
SDRMA	52464	Property/Liability Insurance	10/02/15	\$708.48
U.S. Bank	2015 2	Debt Service Payment	10/01/15	\$508,016.20
Veolia Water North America	51951	Monthly O&M Fee Oct, Retro May-Sept	10/05/15	\$69,431.30
Verizon Wireless	9753010808	Cell Phone Bill Sept 2015	09/26/15	\$237.29

Wastewater Sub-Total \$618,839.10

Community Center

Community Center Sub-Total \$0.00

Grand Total \$850,730.65

**Request For Authorization To Pay Invoices (RFA)
For The Meeting On October 21, 2015
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/15 - 6/16**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Brentwood Ace Hardware	808/093015	Misc. Small Tools	09/30/15	\$71.01
Brentwood Ace Hardware	808/093015	Community Center-Landscape Maintenance	09/30/15	\$4.86
Cintas	185526711	Uniforms	09/23/15	\$37.12
Cintas	185526711	Community Center-Mats	09/23/15	\$45.42
Cintas	185527556	Uniforms	09/30/15	\$37.12
Cintas	185527556	Community Center-Mats	09/30/15	\$45.42
Cintas	185528395	Uniforms	10/07/15	\$41.62
Cintas	185528395	Community Center-Mats	10/07/15	\$45.42
Contra Costa County Treasurer-Tax Collct	004200013300/15-16	Property Tax, Cornell Park	09/09/15	\$633.08
Contra Costa County Treasurer-Tax Collct	008010042300/15-16	Property Tax, Newport	09/09/15	\$140.74
Contra Costa County Treasurer-Tax Collct	008210024900/15-16	Property Tax, DB Blvd & Willow Lake	09/09/15	\$13.18
Contra Costa County Treasurer-Tax Collct	008330017800/15-16	Property Tax, Cherry Hills	09/09/15	\$480.86
Contra Costa County Treasurer-Tax Collct	008330057400/15-16	Property Tax, Cherry Hills	09/09/15	\$522.26
Contra Costa County Treasurer-Tax Collct	008330065700/15-16	Property Tax, Entrance	09/09/15	\$10.18
Contra Costa County Treasurer-Tax Collct	008460021200/15-16	Property Tax, Newport	09/09/15	\$91.70
Contra Costa County Treasurer-Tax Collct	008510033700/15-16	Property Tax, Cherry Hills	09/09/15	\$10.08
Contra Costa County Treasurer-Tax Collct	011220036500/15-16	Property Tax, Newport	09/09/15	\$59.88
Discovery Bay Disposal	17-0001966/093015	Com 2 Yd Bin	09/30/15	\$300.53
Discovery Bay Disposal	17-0013218/093015	Community Center-Com 3 Yd Bin	09/30/15	\$419.77
Express Labs Inc.	56560	Community Center-Pre Employment Screening	09/30/15	\$55.00
Marta Riedy	1	Community Center-Refund Reservation	09/30/15	\$60.00
Neumiller & Beardslee	272149	Community Center-Professional Services Aug 2015	09/18/15	\$1,492.50
Pacific Gas & Electric	5702839598-6/100915	Community Center-Electric & Gas Bill 09/10/15-10/08/15	10/09/15	\$1,692.64
SDRMA	52464	Property/Liability Insurance	10/02/15	\$47.47
Verizon Wireless	9753010808	Cell Phone Bill Sept 2015	09/26/15	\$88.09
Verizon Wireless	9753010808	Community Center-Cell Phone Bill Sept 2015	09/26/15	\$88.08
Total				\$6,534.03

Request For Authorization To Pay Invoices (RFA)
For The Meeting On October 21, 2015
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/15 - 6/16

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Cintas	185526711	Uniforms	09/23/15	\$36.52
Cintas	185527556	Uniforms	09/30/15	\$36.52
Cintas	185528395	Uniforms	10/07/15	\$39.17
Pacific Gas & Electric	0403377952-3/100815	Electric & Gas Bill 09/09/15-10/07/15	10/18/15	\$45.24
SDRMA	52464	Property/Liability Insurance	10/02/15	\$47.47
Verizon Wireless	9753010808	Cell Phone Bill Sept 2015	09/26/15	\$88.09
			Total	\$293.01



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

No Back Up
Documentation
For Agenda Item F



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

No Back Up
Documentation
For Agenda Item G

MONTHLY OPERATIONS REPORT

September 2015

Town of Discovery Bay, CA

2223 Days of Safe Operations

100384 worked hours since last recordable incident

TRAINING:

Safety, Operations, & Equipment

Safety	Hours
West Monthly Regional Safety Webinar	7.0
Weekly Safety Topics	
Monthly Safety Topics	
Fork Truck Training	
Operations	
New Submersible Pump	1.0

REPORTS SUBMITTED TO REGULATORY AGENCIES

Monthly Discharge Monitoring Report (DMR)
Monthly electronic State Monitoring Report (eSMR)
Monthly Coliform Report, State Water Board (WD)

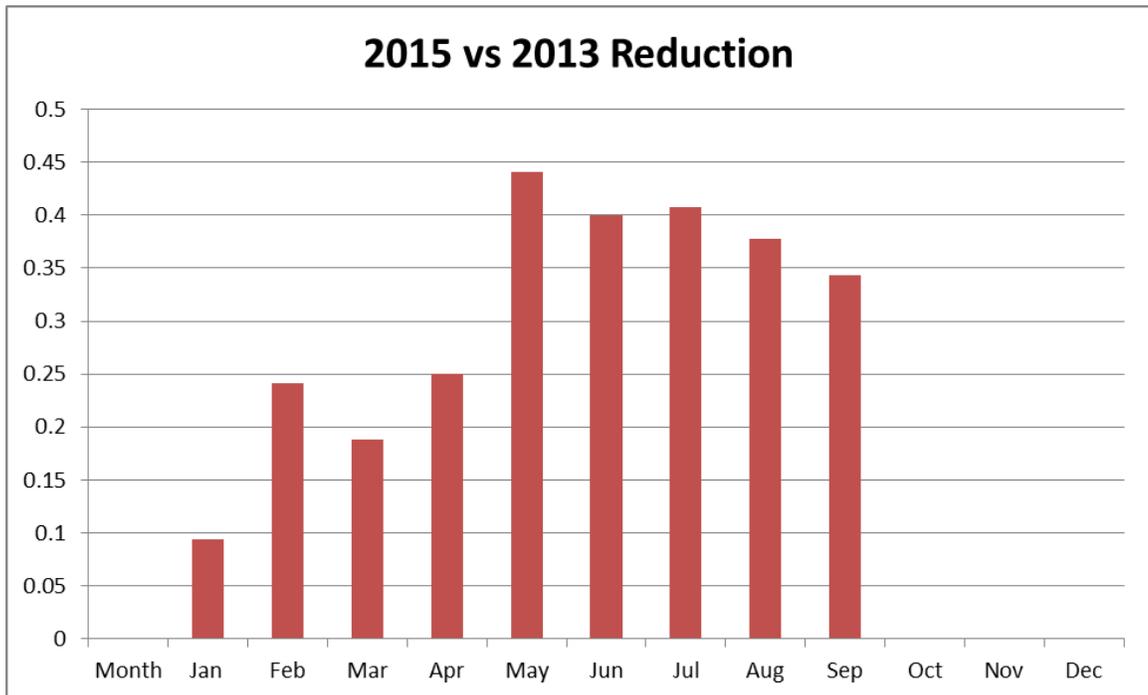
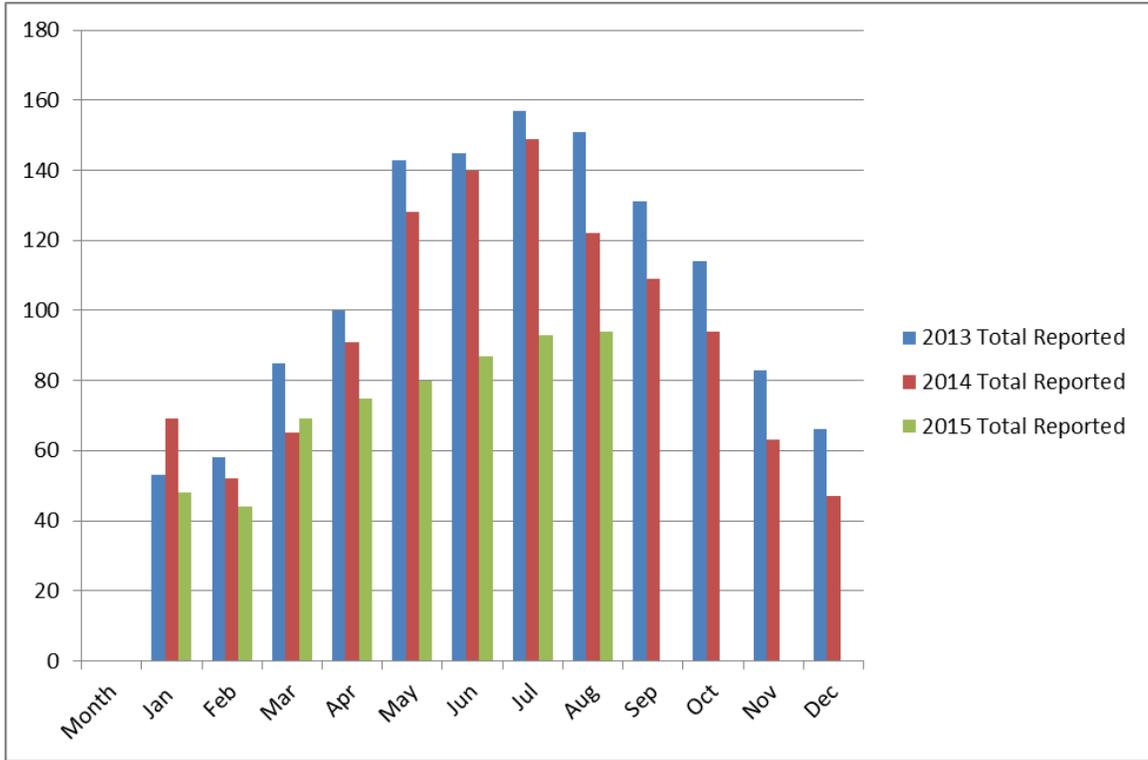
WATER SERVICES

# of Active Wells	Water Produced (MG)	Chemical (Hypo) Delivered	Fire Hydrant Flushing
5	86	3710	0

Note: Well 5 is off line, Replaced by Well #7

2015 Water Production Table (MG) by Month

January	February	March	April	May	June
48	44	70	75	80	87
July	August	September	October	November	December
93	94	86			



Reused Water:
1.3 MG - July
1.9 MG - August
5.4 MG- September

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls
20	0	0	0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>August Lab Data</i>	<i>September Lab Data</i>
Flow, MG Effluent, monthly total		33.6	30.1
Flow, MG Daily Influent Flow, avg.	N/A	1.1	1.1
Flow, MG Daily Discharge Flow, avg.	2.1	1.1	1.0
Effluent BOD ₅ , lbs/d, monthly avg.	350	17	16
Effluent TSS, lbs/d, monthly avg.	525	29	57
Effluent BOD ₅ , mg/L, monthly avg.	20	2	2
Effluent TSS, mg/L, monthly avg.	30	4	6
Total Coli form 7 day Median Max	23	0	8
Total Coli form Daily Maximum	240	0	33
% Removal BOD ₅ , monthly avg.	85% min.	98	99
% Removal, TSS, monthly avg.	85% min.	94	93
Electrical Conductivity, umhos/cm annual avg.	2100	2119	2119

Blue – new parameter added

National Pollution Discharge Elimination System (NPDES)

NPDES Related Excursions	Permit Parameter	NPDES Parameter Limit	Actual Parameter Result
1	SSO	0	N/A

Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	7-Day Median Excursion
14	0	0	0

# of Active Lift Stations	# of Inactive Lift Stations	SSO	Wastewater Received (MG)
15	0	1	32.6

COLLECTION:

- Flushing schedule to resume in the fall.
- CCTV completed
- Inspected 0 manhole & covers. 0 YTD
- Performed valve exercising
- Performed weekly lift station inspections.

MAINTENANCE:

Preventive and Corrective

Total # of WO's Completed	Total Hours
185	149

Work Order Back-Log

Aging 8 - 30 Days	Aging > 30 Days
48	17

Call & Emergency Responses

Call Outs	Emergencies
6	1

Personnel Hours & Overtime:

Regular Hours	Overtime
1408	49

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

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For Agenda Item I



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

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For Agenda Item L

FINAL



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
August 13, 2015**

MEETING CALLED: Chair Ronald Reagan called the meeting to order at 10:07 a.m. at the Director of Airports Office.

PRESENT: **Roger Bass**, District II
Mike Bruno, Vice Chair, CCC Airports Business Association
Tina Dodson, DVC
Maurice Gunderson, Member at Large
DeWitt Hodge, Secretary, Member at Large
Rudi Raab, District I
Ronald Reagan, Chair, District III
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Keith McMahon**, City of Concord
Derek Mims, City of Pleasant Hill

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Judy Evans, Clerical

**OPENING COMMENTS
BY CHAIR:** Ronald Reagan thanked those present.

**PUBLIC COMMENT
PERIOD:** None

**APPROVAL OF
MINUTES:** Moved by Maurice Gunderson; seconded by Rudi Raab. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, Maurice Gunderson, DeWitt Hodge, Rudi Raab, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: None. Absent: Keith McMahon, Derek Mims.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Tom Weber; seconded by Maurice Gunderson. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, Maurice Gunderson, DeWitt Hodge, Rudi Raab, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: None. Absent: Keith McMahon, Derek Mims.

PRESENTATION/SPECIAL REPORTS - None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Buchanan Field/Byron Construction

Buchanan Field - Keith Freitas reported that the Buchanan Field East Ramp pavement project started on Monday, August 10, 2015. The taxiways between the hangars are being repaved and a trench drain will be installed. About 110 tenants have been relocated.

DeWitt Hodge asked how transient traffic will be handled since the transient ramp is closed.

Keith Freitas responded that most transient traffic is already handled by the Fixed-Base Operators (FBO), so transient traffic will continue to be directed to the FBO's. The Transient Ramp is closed because some East Ramp hangar tenants have been temporarily relocated there.

Byron Airport - Keith Freitas explained that the construction at Byron Airport includes slurry sealing, new pavement markings, and new signs. The FAA grant offer has been received and Airport staff is currently in the process of obtaining the approval to issue the contract to the contractor. The project will begin late September to October and is projected to take 30 to 45 days. Airport staff will coordinate with Bay Area Skydiving, Northern California Soaring Association, and the Patriots Jet Team to minimize impacts to their operations. Only one runway will be closed at a time.

c. East Ramp Temporary Tenant Relocations

Already covered in Buchanan Field Airport update, but the project is going smoothly so far.

d. Economic Development Incentive Program (EDIP)

Ronald Reagan requested an overview of the EDIP process to be followed by AAC discussion and ranking and culminate in a consensus of the top three items per category on the EDIP list.

Keith Freitas gave a brief history of the Economic Development Incentive Program (EDIP). Airport staff invited stakeholders to help define short and long-term goals for retaining existing, and attracting new, tenants/businesses to the Airport. After getting

input from the EDIP group and the AAC, Airport staff will analyze the input and make a recommendation to the Airport Committee.

Beth Lee explained that the decision was made to divide the EDIP list into three categories: 1. Both Airports; 2. Buchanan Field; and 3. Byron Airport.

Maurice Gunderson commented that the EDIP list should also include the level of economic impact for each item.

Roger Bass expressed the importance of marketing, especially since the Airport is the only County department that has to compete for its market users.

All AAC members identified their top three rankings in each of the three categories.

Russell Roe asked how progress/completion of EDIP items will be tracked. Keith Freitas responded that tenant feedback will reveal progress. That is the purpose of the tenant satisfaction survey.

Guy Jones announced that the Young Eagles event will be Saturday, August 15, 2015. He thanked Airport staff for creating the parking area near the clubhouse.

Ronald Reagan expressed concern that there is nothing on the EDIP list about better access to the Byron Airport. Beth Lee responded that the function of EDIP is related to what the Airport can spend money on and expend effort on at the Airports. The Airport connection is not on Airport land, therefore, Airports staff cannot fund it or take the lead on the process. Airport staff does attend the Tri Link Road meetings and everyone supports it. The only known opposition is related to environmental issues.

Beth Lee tallied the results of the rankings by the AAC members:

<u>Both Airports</u>	<u>Byron Airport</u>	<u>Buchanan Field</u>
1. Marketing/Public Relations	1. Runway Extension	1. Improve Signage
2. Improve maintenance	2. Domestic Water	2. Develop Heart of Airport
3. Free WiFi	3. Sanitary Sewer	3. Security

The AAC voted to accept the top three choices identified in each category.

Moved by Tom Weber; seconded by Roger Bass. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, Maurice Gunderson, DeWitt Hodge, Rudi Raab, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: None. Absent: Keith McMahon, Derek Mims.

Beth Lee concluded that Airport staff will come up with a recommended improvement program based on the combined ranking input received and it will be presented to the Airport Committee at the September meeting.

e. October Meeting Location

Ronald Reagan announced that the October AAC meeting will be at the Byron Airport and is anticipating a good number of attendees from the area. He asked if it would be appropriate to hold the meeting in the Patriots Jet Team's hangar and

allow the attendees to take a tour after the meeting.

Keith Freitas responded that parking could be an issue since the hangar is behind a private gate and there is limited parking. Field trips have been taken in the past, but started out at the Administration Building and then the groups walked to the Patriots Jet Team hangar.

Tom Weber cautioned that the meeting needs to be accessible to the public. Since the Patriots Jet Team's hangar is behind a locked gate, arrangements would need to be made to make sure the public could easily get to the meeting location.

Details will be discussed at a later date.

UPDATES/ANNOUNCEMENTS

a. What is happening at Buchanan Field & Byron Airports/Other Airports

Beth Lee reported that two (2) development site areas went out for solicitation and just closed. One is a 7 acre area (part of the old ADG/Silver Pacific site) that will go to the Board of Supervisors on Tuesday, August 18, 2015, and the second one is a .86 acre parcel, at the end of Sally Ride Drive, that will go to the Board of Supervisors on Tuesday, August 25, 2015; each to authorize lease negotiations. Airport staff will then be able to begin negotiations on the projects. There is a third solicitation for a 4.5 acre parcel, non-aviation property, across from Crown Automotive (Dodge/Fiat), which closes on August 18, 2015.

Keith Freitas commented that the 7 acre parcel will be distressing to some, such as clubhouse users and executive hangar tenants, as they will be displaced. Every effort will be made to accommodate displaced hangar tenants by placing them on waiting lists to get them into hangars. Part of the negotiations will be to request a facility to replace the clubhouse. There is no guarantee, but that is the plan.

b. Airport Land Use Commission (ALUC) Update

None

c. AAC Announcements

None

d. Airport Staff Announcements

None

FUTURE AGENDA ITEMS/COMMENTS

- Tenant Recognition Award
- Aircraft Display Area Presentation
- Outreach Meetings
- Aviation Museum – Formal invitation from AAC to Mike Haus

ADJOURNMENT: The meeting was adjourned by the Chair at 11:40 a.m.

DRAFT



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
September 10, 2015**

MEETING CALLED: Chair Ronald Reagan called the meeting to order at 10:01 a.m. at the Director of Airports Office.

PRESENT: **Mike Bruno, Vice Chair, CCC Airports Business Association**
Maurice Gunderson, Member at Large
DeWitt Hodge, Secretary, Member at Large
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
Rudi Raab, District I
Ronald Reagan, Chair, District III
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Roger Bass, District II**
Tina Dodson, DVC

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Judy Evans, Clerical

**OPENING COMMENTS
BY CHAIR:** Ronald Reagan expressed his thanks to those in attendance and asked for introductions.

**PUBLIC COMMENT
PERIOD:** None

**APPROVAL OF
MINUTES:** **Moved by Maurice Gunderson; seconded by Mike Bruno. Approved unanimously. Yes: Mike Bruno, Maurice Gunderson, DeWitt Hodge, Derek Mims, Rudi Raab, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: Keith McMahon. Absent: Roger Bass, Tina Dodson.**

**APPROVAL OF
CONSENT ITEMS:**

Moved by Mike Bruno; seconded by Maurice Gunderson. Approved unanimously. Yes: Mike Bruno, Maurice Gunderson, DeWitt Hodge, Keith McMahon, Derek Mims, Rudi Raab, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: None. Absent: Roger Bass, Tina Dodson.

PRESENTATION/SPECIAL REPORTS:

a. AAC Tenant Recognition Award Presentation

Ronald Reagan announced that Civil Air Patrol was awarded the AAC Tenant Recognition Award last month for their role in locating the Buchanan aircraft that went missing and wanted it reflected officially on the record since the award was not presented during the meeting.

Mike Bruno presented the AAC Tenant Recognition Award to Scott Achelis, Richard Johnson, and Roland Williams, for fulfilling an ailing young boy's dream to fly in an airplane and participate in other aviation related activities.

b. Aircraft Display - Maurice Gunderson and DeWitt Hodge

Maurice Gunderson and DeWitt Hodge gave a PowerPoint presentation on the Aircraft Display program.

- The ultimate location for this project is the transient ramp. However, initially, the display area will be at the Clubhouse and the East Ramp during the trial phase. DeWitt Hodge explained that the Clubhouse location would allow for safe public interaction with pilots and aircraft.
- MDPA already has a monthly historic aircraft display program. Maurice Gunderson and DeWitt Hodge would like to see this program expanded considerably. MDPA has agreed to take on promotional, organizational, and administrative responsibilities. Mr. Gunderson and Mr. Hodge will attend the next MDPA board meeting to discuss the details of the collaboration.
- AAC members gave their input and expressed their gratitude to Mr. Gunderson and Mr. Hodge for their efforts on this project. Mr. Gunderson reminded everyone that Bill Austin also deserves credit for starting this project and for the amount of work he put into it prior to the involvement of the current project team.
- Members of the public provided their input.
- The project team hopes to have the Aircraft Display area up and running in November.
- Ronald Reagan requested MDPA to come and make a presentation since they are taking a lead role in the Aircraft Display program.

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Buchanan Field/Byron Construction

Byron Airport - Keith Freitas reported that the Airport has secured approximately \$815,000 in FAA funding for the Byron pavement enhancement project. The project is expected to begin around September 28, 2015, and will take about 45 days. Pavement markings will be removed, pavement will be rejuvenated and slurry sealed, markings will be repainted and signs will be replaced. All Byron tenants will be notified and Airports staff will meet with the Patriots Jet Team, Northern California Soaring Association, and Bay Area Skydiving regarding project logistics. The intent is to keep one runway open during the project, but depending on winds, it is possible that the cross-wind runway may not be available.

Buchanan Field – East Ramp pavement project is on schedule. When the asphalt was removed, it was discovered that the electrical conduit was damaged. The Airport is working with PG&E to repair the problem. Keith gave a brief overview of the work being performed and said that the pavement should last another 40 to 50 years. He also explained that some of the work is being done behind the hangars so the workers may not be visible at times. The project should be completed by the end of October.

c. Economic Development Incentive Program (EDIP)

Beth Lee went over the results of the rankings by the EDIP group and the AAC:

Both Airports

1. Marketing/Public Relations
2. Remove Dilapidated Aircraft
3. Improve Maintenance
3. Bring More People to Airports

Buchanan Field

1. Improve Airport Signage
2. Develop Heart of Airport
2. Display Area
3. Install Gutters
3. Storage Area

Byron Airport

1. Runway Extension
2. Utility Connections
3. Jet A Fuel

Airports staff will use the stakeholder report to make a recommendation to the Airport Committee. This list helps to focus primary energy, but all items will stay on the list and will be re-addressed as opportunities present themselves.

On behalf of the committee, Ronald Reagan expressed his appreciation to the EDIP group.

d. October Meeting Location

The October 8, 2015, meeting will be held in the Administration building at Byron Airport.

e. Outreach Meeting – Russell Roe

Russell Roe explained that several years ago, the AAC held meetings in other locations in order to get more involvement from the public and let them know that the AAC cares about the entire county. Mr. Roe suggests doing this once or twice a year or at least every couple of years. The committee would have to come to an agreement about where to have the meeting and contact the venue and make arrangements.

Ronald Reagan suggested a high school or local college to get input from students and to educate them. Tom Weber added that it is important to look to the venues to

promote the meetings in their local communities to ensure there is community interest and ensure attendance at these off-site meetings.

DeWitt Hodge suggested this may be an opportunity to make presentations in the community to promote the Airport and let them know why the Airport is important to our communities.

Mike Bruno asked Airports staff if coordinating outreach meetings could be easily executed. Keith Freitas responded that unless an area has an issue with the Airport, participation would be doubtful. Beth Lee stated that a more proactive way to reach out to communities is to get on the agenda of a meeting that they already have scheduled, i.e. city council or town council meetings, and bring the information to them. If there is interest, then the AAC may be invited back to do another meeting.

f. Aviation Museum

Mike Haus is interested in the TDMC hangar as the location for the Vietnam Helicopter Museum. The TDMC hangar was originally set up to be a Fixed-Base Operator (FBO), but the FBO-required office facilities were not constructed and, per the lease, it reverted to an executive hangar use with a rental rate associated with that type of use. He is proposing to generate income for the Airport in order to offset the rent for the next 30 years, and is requesting the County to revise the lease to reflect this arrangement. He proposes building hangars to offset the rent.

Ronald Reagan likes the idea of the museum, but requested that Mr. Haus provide a written business plan describing how he would provide the income to offset the rent without the Airport losing any revenue.

Several members of the AAC and a member of the public encouraged Mr. Haus to submit a written proposal. Numerous individuals expressed that the emotional support is there, but it is essential to have something that the committee can review in order to give any recommendation on the proposal.

Tom Weber requested that Airports staff provide a brief overview of the TDMC lease and changes over time, plus executive hangar rates for a future meeting.

Ronald Reagan formally requested Mike Haus to make a formal presentation with a written business plan to the AAC for the Museum project.

UPDATES/ANNOUNCEMENTS

a. What is happening at Buchanan Field & Byron Airports/Other Airports

Already discussed.

b. Airport Land Use Commission (ALUC) Update

Tom Weber gave the following update on the ALUC:

- There will be an ALUC meeting to review rates and charges as Airport Enterprise Fund is currently paying for the DCD staffing of the ALUC.
- The City of Pleasant Hill is going forward with retail oriented plans for the DVC Plaza.

- There is an opening on the ALUC for the At Large position and it closes in about a week.

c. AAC Announcements

Ronald Reagan announced that Martin Engelmann, from the Contra Costa Transportation Authority will be at the AAC meeting in Byron next month (October 8, 2015) to discuss the Byron Airport connector project.

d. Airport Staff Announcements

None

FUTURE AGENDA ITEMS/COMMENTS

- Byron Airport Connector – Martin Engelmann, Contra Costa Transportation Authority
- Aircraft Display – MDPA Maurice Gunderson
- Outreach Meetings – Russell Roe
- Executive Hangar Rates

ADJOURNMENT: The meeting was adjourned by the Chair at 11:50 a.m.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes Board of Directors Regular Meeting

Monday September 14, 2015 – 6:30 P.M.

Meeting Location: 3231 Main Street, Oakley

Remote Teleconference Locations: 1250 Harvest Ridge Way, Paso Robles, Ca. 93446

1400 Del Monte Boulevard Seaside, Ca. 93955

BOARD OF DIRECTORS

Greg Cooper
Robert Kenny
Jonathan Michaelson

Joel Bryant-President
Ronald Johansen-Vice President
Cheryl Morgan

Randy Pope
Stephen Smith
Joe Young

CALL TO ORDER: (6:30 P.M.)

PLEDGE OF ALLEGIANCE: (6:32 P.M.)

ROLL CALL: (6:33 P.M.)

Directors Present: Bryant, Cooper (by teleconference), Kenny, Morgan, Pope, Smith, Young (by teleconference)

Directors Absent: Johansen, Michaelson

COMMENDATION: (6:33 P.M.)

East Contra Costa Fire Protection District E152, *Captain Craig Auzenne, Captain Robert Ruddick, and Engineer Sam Somerhalder* along with Contra Costa Fire Protection District E188, *Captain David Woods, Engineer Sam Nichols, and Firefighter Darren Vallerga* and American Medical Response (AMR), *Paramedic Steven Curry and EMT Iris Nahm* were recognized for their efforts in saving a life.

On **September 06, 2015**, at 1112, ECCFPD's E152 was dispatched to a medical aid. While en route to the call their engine went down mechanically on Jeffery Way near Lone Tree Way. While E152 was waiting for a replacement engine to arrive, at 1139, CCCFPD E188 was dispatched to a medical aid across the street from E152's location at Payless Shoe Store (5749 Lone Tree Way).

Hearing that E188 had been dispatched, ECCFPD's crew on E152 grabbed their medical equipment and responded, on foot, across the street to Payless Shoe Store at 5749 Lone Tree Way. E152's crew arrived on scene to find bystanders performing CPR. E152's crew assumed patient care, defibrillated, and continued primary patient care until AMR's PM182 arrived on

scene. E188 also arrived on scene and assisted E152's crew & AMR. Two of E152's crewmembers continued to assist with patient care as they rode with AMR to Sutter Delta Medical Center (SDMC). One of E152's crewmembers returned across the street to complete the engine swap and then retrieve the rest of his crew from SDMC.

Representatives of the responding agencies and several local elected officials' offices presented awards and commendations.

PUBLIC COMMENTS: (6:49 P.M.)

There were two (2) public speakers – Mark Whitlock, and Crisand Giles

CONSENT CALENDAR: (6:53 P.M.)

* Director Young requested to pull C.4 for discussion.

* Director Cooper dropped from the Teleconference call at 6:57 pm

C.1 Approve Minutes from August 6, 2015 Regular Board of Directors Meeting

C.2 Establish Appropriations Limit for Fiscal Year 2015-16

C.3 Approve Cal Fire Amador Contract for Fiscal Year 2015-16

Motion by: Director Kenny to approve consent items C1, C2 & C3

Second by: Director Smith

Vote: Motion carried: 6:0:0

Ayes: Bryant, Kenny, Morgan, Pope, Smith, Young

Noes:

Abstained:

Absent: Cooper, Johansen, Michaelson,

C.4 Approve an Agreement for Contra Costa County Fire Protection District to Maintain and Use ECCFPD's Fireboat

There were two (2) public speakers – Vince Wells, Doug Knowles

Motion by: Director Smith to approve consent item C4

Second by: Director Pope

Vote: Motion carried: 6:0:0

Ayes: Bryant, Kenny, Morgan, Pope, Smith, Young

Noes:

Abstained:

Absent: Cooper, Johansen, Michaelson

PRESENTATION: (7:07 P.M.)

P.1 Gus Vina, City Manager for the City of Brentwood - Updated the Board of Directors on Activities of a Multi-Jurisdictional Task Force to Address Emergency Response in East Contra Costa County.

There was one (1) public speaker – Doug Knowles

PUBLIC HEARINGS: (7:28 P.M.)

PH.1 Adopt Fiscal Year 2015-16 Budgets for Operating, Development Fee, and Other Funds

Chief Henderson presented the Fiscal Year 2015-16 budgets and a public hearing was held. No public comments were submitted in advance or made during the hearing.

Motion by: Director Smith to Adopt Fiscal Year 2015-16 budgets for Operating, Development Fee, and other funds.

Second by: Director Kenny

Vote: Motion carried: 6:0:0

Ayes: Bryant, Kenny, Morgan, Pope, Smith, Young

Noes:

Abstained:

Absent: Cooper, Johansen, Michaelson

DISCUSSION ITEMS:

(7:53 P.M.)

D.1 Receive Update on Auto Aid Agreement with Contra Costa County Fire Protection District

Chief Henderson gave an update on the Auto Aid Agreement with Contra Costa County Fire Protection District.

(8:05 P.M.)

D.2 Receive Operational Update for August 2015

Chief Henderson gave the Operational Update for August 2015.

There was one (1) public speakers – Mike Burkholder.

INFORMATIONAL STAFF REPORTS: (8:20 P.M.)

None

DIRECTORS' COMMENTS: (8:20 P.M.)

None

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (8:20 P.M.)

None

REPORT ON CLOSED SESSION: (8:20 P.M.)

Attorney van Hoften reported that a final settlement was reached to resolve the grievance of Captain Dan Baio (Dan Baio v. East Contra Costa Fire Protection District). (Settlement terms include recognition of paid-on-call service for vacation accrual purposes for all impacted employees, effective for 2015, forward.)

ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS: (8:21 P.M.)

1. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Fire Chief and Glenn Berkheimer
Employee Organization: International Association of Fire Fighters, Local 1230

REPORT ON THE CLOSED SESSIONS: (9:11 P.M.)

No reportable action was taken in closed session.

**ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: October 5, 2015:
(9:11 P.M.)**

**Motion by: Director Bryant to adjourn to the next Regular Board Meeting scheduled on
October 5, 2015**



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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

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For Agenda Item N



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



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