



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Kevin Graves • Director - 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 November 2, 2011
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call to Order – 7:00 p.m. by President Graves
Pledge of Allegiance – Led by President Graves
Roll Call – All Present

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

There were three (3) Public Comment Speakers

C. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT

Tony Fontenot – Provided the law enforcement report for the months of September and October.

2. CHP REPORT – No Report

3. FIRE DISTRICT REPORT

Chief Burris – Provided his report and the details for the month of October.

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT – No report

5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

President Graves – Provided update on behalf of Supervisor Piepho's Office – New East Contra Costa Fire Protection District Representative is Cheryl Morgan.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report - No Report

3. Code Enforcement Report- General Manager Howard reported he was unable to attend meeting

4. Special Districts Report - No Report**

**These meetings are held Quarterly

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. Minutes of previous regular meeting dated October 19, 2011

2. District Invoices

3. District Financials

4. Annual "State of the Town" Chamber of Commerce Event for 2012

Motion by: Director Simon to accept Consent Calendar minus Item E-1 and Item E-4

Second by: Director Dawson

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

There was discussion between the Public, the General Manager, and the Board in regards to Item E-1. There was one (1) Public Comment Speaker

Motion by: Director Simon to review the Minutes for the items discussed and bring back to the next meeting

Second by: Director Tetreault

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

There was discussion between the Public, the General Manager, and the Board in regards to Item E-4. There were four (4) Public Comment Speakers

Director Tetreault – Stated he has never missed a “State of the Town” event - will go without a Stipend and a meal ticket.

Motion by: Director Simon for the meal ticket to be optional and to not accept a stipend

Second by: Director Tetreault

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

F. NEW BUSINESS AND ACTION ITEMS

1. Adopt Resolution 2011-21 adopting changes to the Town of Discovery Bay Bylaws; and Adopt Resolution 2011-22 adopting changes to the Town of Discovery Bay Board Policy

General Manager Howard – Provided details of Item F-1

There was discussion between the Public, the General Manager, and the Board in regards to Item F-1. There was one (1) Public Comment Speaker

Motion by: Director Tetreault to approve Item F-1 with the two (2) corrections made

Second by: Vice-President Steele

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

2. Response to Contra Costa County Civil Grand Jury Report 1003

General Manager Howard – Provided details of Item F-2

Motion by: Vice-President Steele to approve the letter and authorize the President to sign

Second by: Director Simon

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

3. Agency Comment Request – Land Use Permit Application – Metro PCS/Discovery Bay Yacht Harbor

General Manager Howard – Provided the details of Item F-3

There was discussion between Water and Wastewater Manager, the General Manager, and the Board in regards to Item F-3.

Motion by: Director Simon to have Staff write the letter, pending signature, and not mail letter until verification

Second by: Director Dawson

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

4. Design Services for Slifer Park Improvement Project – Phase I

General Manager Howard – Provided the details of Item F-4

There was discussion between the General Manager and the Board in regards to Item F-4.

Motion by: Director Dawson to accept proposal and direct General Manager to execute contract documents with Bruce Jett Associates, Inc. in the amount of \$7,980.00 (plus reimbursables) for Slifer Park Improvement Project – Phase I

Second by: Director Simon

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

5. Groundwater Level Monitoring and Reporting Services

General Manager Howard – Provided the details of Item F-5

There was discussion between the Water and Wastewater Manager, the General Manager and the Board in regards to Item F-5.

Motion by: Director Tetreault to approve the Contract at \$17,350.00

Amended by: Director Tetreault to approve the Contract not to exceed \$20,000

Second by: Director Simon

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

G. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Steele – Provided his report and the details of the October 20, 2011 Byron Union School District meeting.

Director Tetreault – Provided an update from the Sub-Committee meeting on November 1, 2011 for the Wastewater Master Plan.

Director Dawson – Commented on the Landscaping and the Cornell Park upgrades.

H. MANAGER'S REPORT

1. Wetlands Update

Water and Wastewater Manager Koehne – Provided slides in regards to Item H-1.

There was discussion between the Public and the Water and Wastewater Manager in regards to Item H-1. There was one (1) Public Comment Speaker

I. GENERAL MANAGER'S REPORT

1. Medical Benefits and Possible Action

General Manager Howard – Provided a review of Item I-1

There was discussion between the Public, the General Manager, and the Board in regards to Item I-1. There were three (3) Public Comment Speakers

Motion by: Director Tetreault to rescind coverage for Directors and Retirees from the Plan

Second by: Director Simon

Vote: Motion carried – AYES: 4 – Graves, Steele, Simon, Tetreault, NOES: 1 – Dawson

J. DISTRICT LEGAL COUNSEL REPORT

No Report

K. COMMITTEE UPDATES

1. Request from the Community Center Committee to seek Board consideration and possible action of Athletic Club site (APN 008-200-014 and 008-200-011) as a potential Community Center location

There was discussion between the Public, the General Manager, and the Board in regards to Item K-1. There were two (2) Public Comment Speakers

Motion by: Director Tetreault to direct Staff to contact the County and setup a meeting with Hofmann along with two (2) Directors to discuss the ability of exploring as an alternative site, the Athletic Club

Second by: Director Simon

Vote: Motion carried – AYES: 4 – Graves, Dawson, Simon, Tetreault, NOES: 1 – Steele

2. Minutes approved for the Town of Discovery Bay CSD Regular Meeting of the Communications Committee dated September 21, 2011
3. Minutes approved for the Town of Discovery Bay CSD Regular Meeting of the Community Center Committee dated September 22, 2011

L. CORRESPONDENCE – Discussion and Possible Action

1. S – Letter to Gary Kupp with the Contra Costa County Department of Conservation and Development regarding County File Number LP11-2074 (AT&T) dated October 20, 2011
2. R – Letter from Contra Costa County Board of Supervisors regarding the Request to Extend Water Hyacinth Control BO to November 30, 2011

M. PUBLIC RECORD REQUESTS RECEIVED

1. Request from William Richardson – Director Brian Dawson – Request date October 11, 2011
2. Request from William Richardson – Demand to Cures – Request date October 14, 2011
3. Request from Don Flint – Audio Recordings of Committee Meetings – Request date October 19, 2011
4. Request from Don Flint – Bylaws & Policies Resolutions – Request date October 20, 2011

N. FUTURE AGENDA ITEMS

Director Dawson – Internship Program

There was one (1) Public Comment Speaker

O. ADJOURNMENT

Motion by: Director Dawson to adjourn the meeting

Second by: Director Simon

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

The meeting adjourned at 9:15 pm. to the next regular meeting on November 16, 2011 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

For the Audio of this meeting please visit our Website at
<http://www.toddb.ca.gov/content/2011-agendas-and-minutes/>

//cmc – 11.9.11