



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday July 18, 2012
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 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. PRESENTATIONS

Pantages Properties

Mark Armstrong – Provided a presentation of Pantages Properties – update of the DRAFT Environmental Impact Report (EIR)

President Steele – Brought the Regular meeting into a recess at 7:25 p.m. to reconvene into the Discovery Bay Public Financing Authority meeting

President Steele – Brought the Regular meeting back to order at 7:38 p.m. from the Discovery Bay Public Financing Authority meeting

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided his reports and the details of the Contra Costa County Aviation Advisory meeting dated July 12, 2012, the Transplan Committee meeting dated July 12, 2012, and the Highway 4 Bypass Authority meeting dated July 12, 2012

President Steele – Provided his report and the details of the Byron Union School District dated June 28, 2012

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 Special meeting dated June 20, 2012
2. Minutes of previous Regular meeting dated June 20, 2012
3. District Invoices
4. Authorization to Purchase Picnic Tables and Benches for Cornell Park
5. Public Access Ramp Replacement Project at 1800 Willow Lake Road

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Tetreault

There was one (1) Public Comment Speaker

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

F. NEW BUSINESS AND ACTION ITEMS

1. Approve and adopt Resolution 2012-16, Intention to Levy and Collect Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2012-2013

General Manager Howard – Provided the details of Item F-1

Motion by: Director Simon to Approve and adopt Resolution 2012-16 authorizing the Levy and Collection of Annual Assessments for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2012-2013

Second by: Director Tetreault

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

2. Authorize Purchase of a 50' Towable Genie Boom Lift pursuant to RFP No. L12-03

General Manager Howard - Provided the details of Item F-2

There was discussion between the General Manager, the Parks and Landscape Manager, and the Board
Motion by: Vice-President Graves to Authorize Purchase of a 50' Towable Genie Boom Lift pursuant to RFP No. L12-03

Second by: Director Simon

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

3. Authorize Design and Engineering contracts with HERWIT Engineering for the Oxidation Ditch and Clarifier Project, Pump Station W, completion of Solar Dryers and SCADA upgrades, respectively.

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

Motion by: Director Tetreault to approve items one (1) through four (4) of the recommended action

Second by: Director Simon

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

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details of the May and June Monthly Operations Report
There was discussion between the General Manager, the Veolia Project Manager, and the Board

H. MANAGER'S REPORTS

Water and Wastewater Manager Koehne – Provided a presentation on the progress for the Dewatering and Solar Dryer #3 Project

There was discussion between the Water and Wastewater Manager, HERWIT Engineering, and the Board

I. GENERAL MANAGER'S REPORT

General Manager Howard – Provided details of the items sent to the Board – The Preliminary DRAFT Capacity Fee Study (will be at the next Board meeting dated August 1, 2012) and the Regional Water Quality Control Board Inspection Report

1. Communications Committee Items, Monthly newspaper articles, etc.

General Manager Howard – Provided the details of Item I-1

There was a discussion between the General Manager and the Board

2. Update on Commercial Water User Accounts

General Manager Howard – Provided the details of Item I-2

There was a discussion between the General Manager and the Board

J. DISTRICT LEGAL COUNSEL REPORT

None

K. COMMITTEE UPDATES

None

L. CORRESPONDENCE-Discussion and Possible Action

1. R – Letter from the Department of Conservation & Development regarding notice of public review and intent to adopt a proposed negative declaration – County Files #ZT09-0003 & #ZT09-0004 dated June 7, 2012

2. S – Letter to Contra Costa County Department of Conservation and Development regarding County File Number LP12-2087 dated June 21, 2012

3. R – Contra Costa County Aviation Advisory meeting minutes dated May 10, 2012

4. R – East Contra Costa Fire Protection District meeting minutes dated June 11, 2012

5. R – Letter from Supervisor Piepho to Sheriff Livingston regarding funding for School Resource officer dated June 25, 2012

6. R – Transplan Committee meeting minutes dated June 14, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

1. Request from Don Flint – Director’s Stipend – Request date June 19, 2012

N. FUTURE AGENDA ITEMS

President Steele – Emergency Preparedness Plan and Phone System

There was one (1) Public Comment Speaker

There was a discussion between Legal Counsel Schroeder and the Board

O. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Legal Counsel Schroeder – The Board is adjourning into Closed Session regarding action item P-1

P. CLOSED SESSION:

1. **CONFERENCE WITH LABOR NEGOTIATOR** Government Code Section 54957.6

Agency Designated Representative: Kevin Graves and Ray Tetreault

Unrepresented Employees: General Manager

Q. RETURN TO OPEN SESSION: REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Legal Counsel Schroeder – The Board reconvened from Closed Session regarding action item P-1, all five (5) Board Members were present during the entirety of the Closed Session and there is no reportable action

R. ADJOURNMENT

The meeting adjourned at 8:41 p.m. to next Regular meeting of August 1, 2012 starting at 7:00p.m. at 1800 Willow Lake Road

//cmc – 07.20.12

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