



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

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

Wednesday March 16, 2016

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

Call business meeting to order – 7:00 p.m. by President Pease

Pledge of Allegiance – Led by Director Simon

Roll Call – All Present

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

None

#### C. PRESENTATIONS

##### 1. Veolia Report – Month of February 2016

Project Manager **Berney Sadler** – Provided the details of the February 2016 Monthly Operations Report.

#### D. 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 March 2, 2016

2. Approval of DRAFT minutes of regular meeting for March 2, 2016

3. Approve Register of District Invoices

**Motion by:** Director Graves to approve the Consent Calendar.

**Second by:** Director Simon

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

#### E. BUSINESS AND ACTION ITEMS

1. Audited Financial Statements: Receive report from the District's Auditor and consider approving the FY 2014-15 Audited Financial Statements

**Motion by:** Director Graves to approve and accept the FY 2014-15 Audited Financial Statements.

**Second by:** Director Simon

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

The Board expressed appreciation to Dina and the Finance Staff for their hard work on the Audited Financial Statements.

2. General Manager Recruitment: Provide input to Bob Murray and Associates regarding the Board's expectations for the new District General Manager

**Bob Murray** – Provided additional information regarding General Manager Recruitment. There was discussion between the Board and Bob Murray.

**No Motion**

3. Contract with Veolia Water West Operating Services Inc.: Consider and approve the First Five-Year Extension to the contract for the operation and maintenance of the Town's water and wastewater facilities

**General Manager Kutsuris** – Provided details regarding E-3

**District Engineer Harris** – Provided additional details regarding the Veolia Contract

There was discussion between the General Manager and the Board. Vice-President of Veolia Water West Operating Services Inc. thanked the Town of Discovery Bay Board and staff for the renewal of the contract.

**Motion by:** Director Graves to authorize the Board President and the Interim General Manager to sign, on behalf of the District, the First Amendment and Renewal of the Contract for the operation and maintenance of water and wastewater facilities.

**Second by:** Vice-President Leete

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

4. Contract for raising sewer manholes and water valve lids: Consider approving a contract with J.W. Backhoe for \$11,350.00 to raise sewer manhole and water valve lids

**General Manager Kutsuris** – Provided the details of item E-4.

**Water and Wastewater Manager Koehne** – Provided additional details for item E-4. There was discussion between the Board, the Water and Wastewater Manager and the General Manager regarding the evaluation of raising all of the District Manholes.

**Motion by:** Director Simon to Authorize the Interim General Manager, or designee, to sign an \$11,350.00 contract with J.W. Backhoe and Construction to raise selected sewer manhole covers and water valve covers.

**Second by:** Director Graves

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

5. Consider sending a letter of opposition to Senate Bill 885 (Duty to Defend Reform)

**General Manager Kutsuris** – Provided the details of item E-5. There was discussion between the Board and the General Manager.

**Motion by:** Director Graves to send a letter, signed by President Pease, opposing Senate Bill 885 as recommended by the California Special Districts Association

**Second by:** Director Simon

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

#### **F. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

#### **G. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

1. Water Education Foundation – California Water Resources Event – Director Graves

**Director Graves** – Provided a presentation regarding his California Water Resources Event.

#### **H. MANAGER'S REPORTS – Discussion and Possible Action**

None

#### **I. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

1. Ground Water Sustainability Plan

**General Manager Kutsuris** – Provided details regarding the Ground Water Sustainability Plan

There was discussion between the Board, Legal, and the General Manager regarding a letter of support.

**Motion by:** Director Graves to give the General Manager the authority to DRAFT a letter, to be signed by the Board President, in support of the Sub-Basin application.

**Second by:** Vice-President Leete

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

**General Manager Kutsuris** – Provided the details regarding the LAFCO nomination and designating the voting delegate – there is one nominee (Mike McGill) and the item will not be brought back to the Board.

2. Compliance Inspection and Notice of Violation Response

**General Manager Kutsuris** – Provided details of the completion of the Plant No. 2 paving as required by the Regional Water Quality Control Board. The General Manager commended Berney Sadler with Veolia and Gregory Harris with Herwit for their quick action to respond to this issue.

#### **J. DISTRICT LEGAL COUNSEL REPORT**

None

**K. SUB-COMMITTEE UPDATES – Discussion and Possible Action**

1. Parks and Recreation Sub-Committee meeting

**President Pease and Director Steele** – Provided the details of the Parks and Recreation Sub-Committee

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

1. Contra Costa County Aviation Advisory Committee meeting minutes for 01-14-2016
2. Contra Costa County Aviation Advisory Committee meeting minutes for 02-11-2016
3. East Contra County Fire Protection District meeting minutes for 02-01-2016

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Public Records Request – Request from SmartProcure – Regarding PO/Vendor Information – Received on March 8, 2016

There was discussion between the Board and the General Manager regarding the completed Public Records Request

**N. FUTURE AGENDA ITEMS**

None

**O. ADJOURNMENT**

The meeting adjourned at 8:29 p.m. to the next regular meeting of April 6, 2016 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-28-16

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