



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



## SDLF Gold-Level of Governance

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

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

Wednesday December 5, 2018

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**

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 the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

#### **C. 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. Approve DRAFT minutes of regular meeting for November 7, 2018.
2. Approve DRAFT minutes of special meeting for November 20, 2018.
3. Approve Register of District Invoices.
4. Approve Board and Management Attendance at the 2019 Annual State of the Town Event.
5. Approve Cancellation of Regular Board Meeting on January 2, 2019.
6. Approve Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club and a Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Community Foundation.

#### **D. AREA AGENCIES REPORTS / PRESENTATION**

1. Supervisor Diane Burgis, District III Report.
2. Sheriff's Office Report.
3. CHP Report.
4. East Contra Costa Fire Protection District Report.

#### **E. LIAISON REPORTS**

#### **F. PRESENTATIONS**

1. **Recognition** – Board Member Chris Steele for 8 years of service to the Town of Discovery Bay.

#### **G. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action Regarding the current scope of the Community Center Swimming Pool Project and consideration of a Scope of Work Agreement with Terracon Consultants Inc.
2. Discussion and Possible Action Regarding Diffuser Permit Assistance - Apply for the necessary permits to repair the damaged diffuser outfall in Old River.
3. Discussion and Possible Action to Establish an Updated and Restated Employee Personnel Manual and Approve Resolution No. 2018-14.

**H. MANAGER'S REPORT**

**I. DIRECTORS' REPORTS**

1. Standing Committee Reports.
2. Other Reportable Items.

**J. GENERAL MANAGER'S REPORT**

1. P6 efforts related to the License Plate Readers.

**K. CORRESPONDENCE RECEIVED**

1. Received – East Contra Costa Fire Protection District meeting minutes for October 1, 2018.
2. Received – Byron Municipal Advisory Council meeting minutes for September 25, 2018.

**L. FUTURE AGENDA ITEMS**

**M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

**N. CLOSED SESSION:**

1. Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code Section 54956.9(b)  
One Potential Case.

**O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

**P. ADJOURNMENT**

1. Adjourn to the next regular meeting of December 19, 2018 beginning 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 forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay 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."