



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, March 20, 2019

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Gold-Level of Governance

President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

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

Wednesday March 20, 2019

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 the item is before the Board for consideration by filling out a comment form. The public will be called to comment in the order the comment forms are received. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There is a device on the podium with a green, yellow, and red light. The yellow light will come on 30 seconds before the end of the 3 minutes. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the view point of the Directors.

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 March 6, 2019.
2. Approve DRAFT minutes of annual Board planning workshop for March 7, 2019.
3. Approve Register of District Invoices.

D. PRESENTATIONS

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of February.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding Revising Standing Committee Meeting Dates and Times.

G. INFORMATIONAL ITEMS ONLY

H. DIRECTORS' REPORTS

1. Standing Committee Reports.
 - a. Special Finance Committee Meeting (Committee Members Robert Leete and Bill Mayer) – March 7, 2019.
 - b. East Contra Costa Fire Protection District Meeting – March 13, 2019.
2. Board Training Reports
 - a. AB1825 Harassment – Certificate of Completion on File – Director Leete
3. Other Reportable Items.

I. MANAGER'S REPORT

J. GENERAL MANAGER'S REPORT

K. CORRESPONDENCE RECEIVED

1. Contra Costa County Aviation Advisory Committee meeting minutes for February 14, 2019.
2. Contra Costa County Aviation Advisory Committee meeting minutes for January 10, 2019.
3. Byron Municipal Advisory Council DRAFT minutes for February 26, 2019.
4. East Contra Costa Fire Protection District meeting minutes for February 13, 2019.
5. State Route 4 Bypass Authority meeting minutes for February 14, 2019.
6. Letter from Charles Helfrick regarding the Swimming Pool Project dated March 7, 2019.

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

N. CLOSED SESSION:

1. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representative: Michael R. Davies
Unrepresented Employee: All TODB Employees

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

P. ADJOURNMENT

1. Adjourn to the regular meeting on April 3, 2019 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."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Gold-Level of Governance

President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 6, 2019
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. – by President Mayer
2. Pledge of Allegiance – Led by Director Leete.
3. Roll Call – All Present.

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

None.

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 February 20, 2019.
2. Approve Register of District Invoices.

Motion by: Vice-President Pease to approve the Consent Calendar.

Second by: Director Graves

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report – No Report.
2. Sheriff's Office Report –Lieutenant Foley – Provided the details of the Sheriff Report regarding the reported activity for the month February 2019. Also provided an update regarding the License Plate Reader and move to the Brentwood office. There was discussion regarding a 5150 and a CBC move. Crime Prevention Specialists Fontenot – Provided details regarding the Citizen Academy; handed out flyers (great program and opportunity).
3. CHP Report – No Report.
4. East Contra Costa Fire Protection District Report – Battalion Chief Ross Macumber provided an update regarding the February calls for service. Battalion Chief Ross Macumber provided an additional update regarding Fire Marshall Interviews, Flyers for the Volunteer Ceremony, flash drives (strategic plans etc. handed out to the Board), and the end of the year Operations Report. There was discussion regarding the number of accidents, along with improvements to Balfour and the Bypass,

E. LIAISON REPORTS

None.

F. PRESENTATIONS

None.

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding Approval of Resolution No. 2019-01 and Message Board Policy No. 028.

General Manager Davies – Provided details regarding the Message Board Policy; the policy was discussed at the Internal Operations Committee and the Communications Committee. There was discussion regarding the Message Board hours of operation (6:30 a.m. to 11:30 p.m.) and the Internal Operations Committee also reviewed the procedure issues (applications for District sponsored or co-sponsored events).

Motion by: Vice-President Pease to approve Resolution No. 2019-01 and Message Board Policy No. 028.

Second by: Director Leete.

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

2. Discussion and Possible Action Regarding a Pre-Annexation/Out-of-Boundary Service Agreement with Lodgepole Investments, LLC (Newport Pointe Development).

General Manager Davies – Provided the details regarding Newport Pointe; approved by the County, new owners on the project, move forward with water and wastewater services of 67 homes. The current location is outside of our boundary line and in order to move forward need application and work with LAFCO to change the boundary lines (capacity is there for the project).

Public Comment Regarding:

- Board allowing comments or opposition on the project, contribution to fund established for recreation facilities (is there a new account), how much are the current development/connection fees (future revenue of the 67 new homes), guarantee/warranty from the developer (Town or developer responsibility).

Representative with Lodgepole Investments, LLC Mike Serpa – Provided a background on the project; Lodgepole Investments, LLC was the funder on the project for the prior developer, and with the downturn Lodgepole Investments, LLC took over the project. There was discussion regarding the inspections, additional traffic on Newport, the additional conditions of approval for traffic and road improvements, the connection and capacity fees per lot, and the layout for the project.

Motion by: Vice-President Pease to approve a Pre-Annexation/Out-of-Boundary Service Agreement with Lodgepole Investments, LLC and authorize the General Manager to execute its terms and conditions and all documents associated therewith.

Second by: Director Graves

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

H. MANAGER'S REPORT

I. DIRECTORS' REPORTS

1. Standing Committee Reports.

- a. Water and Wastewater Committee Meeting – February 21, 2019 – Vice-President Pease provided the details regarding updates to the O&M manual, Diffuser Project, NPDES Permit, and the PLC Upgrade,
- b. Internal Operations Committee Meeting – February, 28, 2019 – Director Leete provided the details regarding the Message Board Policy.

2. Other Reportable Items.

J. GENERAL MANAGER'S REPORT

General Manager Davies – Handed out new lapel pins to the Board of Directors.

K. CORRESPONDENCE RECEIVED

1. Received – Byron Municipal Advisory Council meeting minutes for November 27, 2018.
2. Received – California Special Districts Association regarding CSDA Board of Directors Call for Nominations Seat B.
3. Received – PG&E Regarding Temporary Interruption of Electrical Service; Replace Underground Equipment.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

1. The meeting adjourned at 7:40 p.m. to the next regular meeting of March 20, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-11-19

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



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A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



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MINUTES OF THE SPECIAL ANNUAL BOARD PLANNING MEETING

OF THE BOARD OF DIRECTORS

OF THE TOWN OF DISCOVERY BAY

THURSDAY, MARCH 7, 2019

SPECIAL BOARD PLANNING MEETING – 4:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 4:00 p.m. – By President Mayer.
2. Roll Call – All Present.

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

None.

C. PLANNING DISCUSSION ITEMS

1. Review of Mission, Vision, Values and Goals
General Manager Davies – Provided the details regarding the Mission, Vision, Values, and Goals; no recommended changes from the Board.
2. Looking Back 2018 Year Review
 - a. Primary Issues
 - b. Accomplishments

General Manager Davies – Provided the details regarding the primary issues and accomplishments by quarter. Highlighted the Audit from FY 2016-17; staff was within \$1.00 of the Auditors Final Report, also highlighted the ADA Compliance of our website.

Legal Counsel Pinasco – Provided an update regarding the Town trademark rights to the slogan “*Live Where You Play in Discovery Bay*”. Legal Counsel does not advise moving forward with the project. There was discussion regarding no restrictions on the use of the slogan.

3. Looking Forward 2019
 - a. Key Issues and Projects
 - b. Key Planning Efforts

General Manager Davies – Provided details regarding key issues and projects, key planning efforts, and other details regarding organizational changes; Assistant General Manager and Project Manager. There was discussion regarding the changes.

Finance Manager Breitstein – Provided details regarding the Water Utility Application and Landlord Service Agreement. There was discussion regarding the new application and agreement.

Legal Counsel Pinasco – Provided details of the Town Ordinance regarding water service.

Finance Manager Breitstein – Provided other details regarding Capital Improvement Budget Category Enhancements.

General Manager Davies – Provided details regarding other 2019 Future Items; Community Center Pool, Lighting and Landscaping Zones Maintenance Analysis, Discovery Bay Frontage, Cornell Park Pickleball, Community Center outdoor lighting (solar lighting), rotation of the Auditors (future for the Finance Committee), and Service Signs. There was discussion regarding the number of service signs and size (6). 2019 Future items continued. There was discussion regarding P6 Committee meeting.

Legal Counsel Pinasco – Provided details regarding P6 Committee meeting structure. The discussion continued regarding the P6 Committee meeting.

General Manager Davies – Provided details regarding Regional Meetings. There was discussion regarding Regional meeting requirements attendance and stipend for; East County Water Management and Contra Costa Special Districts Association.

General Manager Davies – Provided details regarding Standing Committee meetings; consider the meetings to be more frequent (Communications, Finance, Internal Operations, Parks and Recreation). There was discussion regarding the Standing Committee meeting structure.

Legal Counsel Pinasco – Stated that the Standing Committee Bylaws can be a single action at a Board meeting.

The consensus of the Board is to bring this item to the next Board meeting; Standing Committee meeting Bylaws day and time change.

General Manager Davies - Projects in Progress; NPDES Permit, Digital Message Board, Dog Park renovations.

Parks and Landscape Manager Miller – Stated that the Dog Park could be on hold until the pool decision is complete.

Legal Counsel Pinasco – Provided an update on ownership of sanitation for Harbor Bay Condominiums. There was discussion regarding the ownership of sanitation for Harbor Bay Condominiums.

General Manager Davies – Continued with the update of other projects in progress. There was discussion regarding Discovery Bay Boulevard Frontage, O&M Manual, Well 4A and Well 2, Well No. 8 and the Safety Assessment.

D. ADJOURNMENT

The meeting adjourned at 5:36 p.m. to the next Regular meeting on March 20, 2019 beginning at 7:00 p.m. at the Community Center.

//cmc – 03-11-19

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



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

March 20, 2019

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

MRD

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 \$ 260,343.22

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 2018/2019.

AGENDA ITEM: C-3

For The Meeting On March 20, 2019
Town of Discovery Bay CSD
For Fiscal Year's 7/18 - 6/19

Veolia Water North America	\$135,058.44
Town of Discovery Bay, CSD	\$31,827.85
U.S. Bank Corporate Payment System	\$20,187.28
CaliforniaChoice Benefit Admin	\$14,554.28
Stantec Consulting Services Inc	\$12,284.75
J.W. Backhoe & Construction, Inc.	\$11,947.08
Watersavers Irrigation Inc.	\$6,859.75
Terracon Consultants, Inc.	\$5,960.00
Badger Meter	\$5,574.07
Tiber Painting LLC	\$3,400.00
National Meter & Automation, Inc.	\$1,835.41
Du-All Safety	\$1,020.00
Verizon Wireless	\$975.37
Matrix Trust	\$840.90
Mt. Diablo Resource Recovery	\$789.56
Herwit Engineering	\$768.34
Contra Costa County	\$652.76
Univar	\$614.56
Office Depot	\$485.80
Bill Pease	\$460.00
Bryon Gutow	\$460.00
Kevin Graves	\$460.00
County of Contra Costa Public Works Dept	\$436.71
ASCAP	\$358.50
Dig Safe Board	\$357.95
Robert Leete	\$345.00
William Mayer	\$345.00
Brentwood Ace Hardware	\$334.84
ReliaStar Life Insurance Company	\$275.00
Comcast	\$221.28
Denalect Alarm Company	\$192.87
Water Utility Refund Customer	\$187.45
Discovery Pest Control	\$70.00
UniFrist Corporation	\$64.79
Cintas	\$55.38
Christopher Ryan Danilson	\$52.25
Community Center Refund Customer	\$30.00
	\$260,343.22

**Town of Discovery Bay, CA
Water & Wastewater**

MONTHLY OPERATIONS REPORT

Feb 2019

3472 Days of Safe Operations
168,955 worked hours since last recordable incident

TRAINING:

- **Safety**
 - **West Monthly Regional Safety Webinar**
 - **Fire Extinguisher class room**

- **Operation**
 - **None this month**

REPORTS SUBMITTED TO REGULATORY AGENCIES:

- **Monthly Discharge Monitoring Report (DMR)**
- **Monthly electronic State Monitoring Report (eSMR)**
- **Monthly Coliform Report, State Water Board (DDW)**

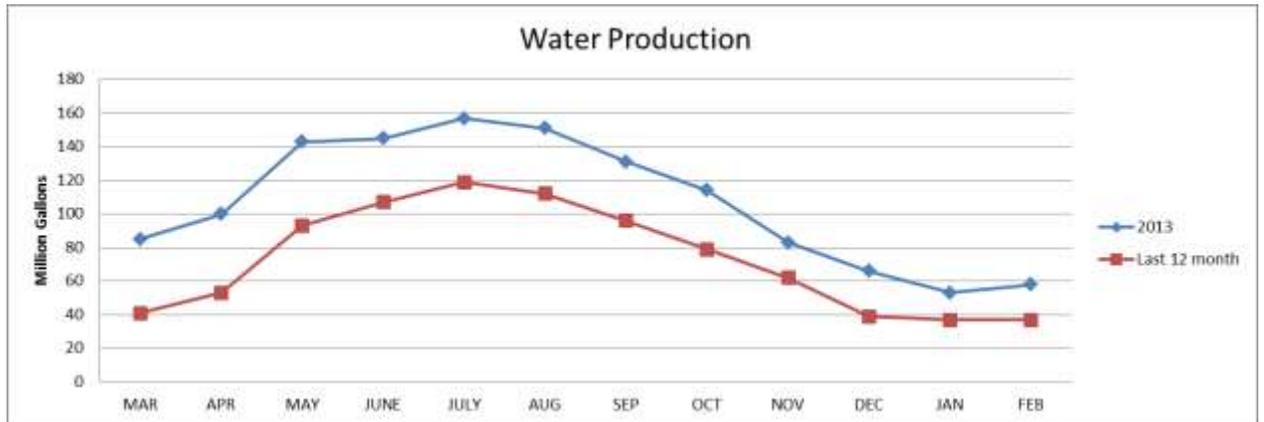
WATER SERVICES

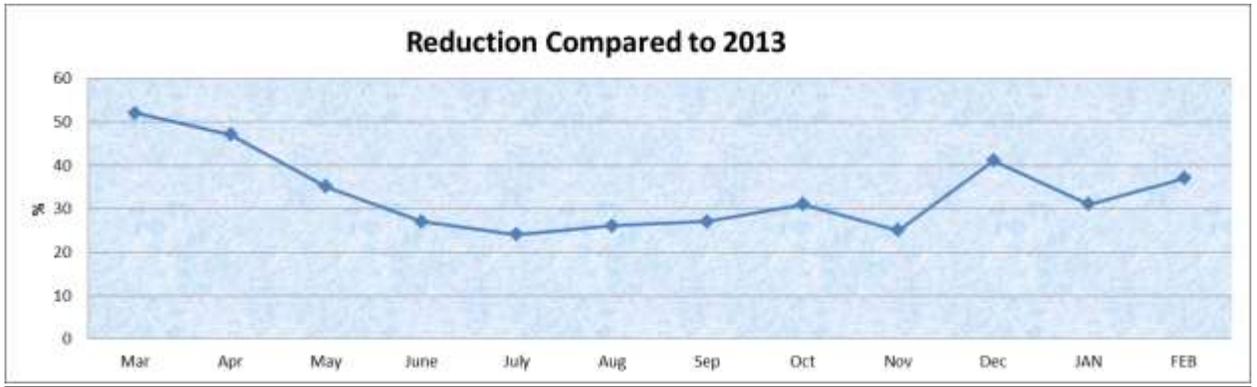
Groundwater Well:

- 1B - Active
- 2 – Under rehab
- 4 – Under rehab
- 5B - Active (Standby only)
- 6 – Active
- 7 - Active

2018 Monthly Water Production Table (MG):

January	February	March	April	May	June
37	37				
July	August	September	October	November	December





Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls	Fire Hydrant Flushing
• 16	• 0	• 0	• 0	• 0

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>Jan Lab Data</i>	<i>Feb Lab Data</i>
Flow, MG Effluent, monthly total		39	35
Flow, MG Daily Influent Flow, avg.	N/A	1.5	1.5
Flow, MG Daily Discharge Flow, avg.	2.35	1.3	1.3
Effluent BOD ₅ , lbs/d, monthly avg.	350	14	11
Effluent TSS, lbs/d, monthly avg.	200*	11	8
Effluent BOD ₅ , mg/L, monthly avg.	20	1	1
Effluent TSS, mg/L, monthly avg.	10*	1	1
Total Coli form 7 day Median Max	23	ND	ND
Total Coli form Daily Maximum	240	ND	79
% Removal BOD ₅ , monthly avg.	85% min.	99%	99%
% Removal, TSS, monthly avg.	85% min.	99%	99%
Electrical Conductivity, umhos/cm annual avg.	2100	2160	2170

*New TSS Limit went into effect

Rainfall in Feb 4.83”

National Pollution Discharge Elimination System (NPDES):

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

COLLECTION

Lift Station Status:

# of Active Lift Stations	# of Inactive Lift Stations	SSO	Wastewater Received (MG)
• 15	• 0	• 0	• 42

Performed weekly lift station inspections

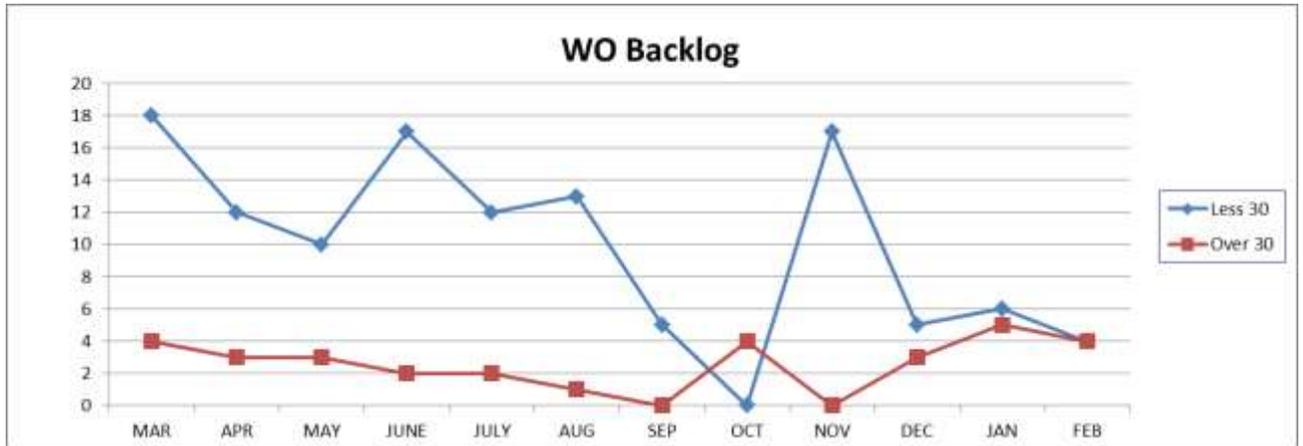
Sewer System:

- Continue collection sanitary sewer line assessment
- Flushed/CCTV will be performed after assessment
- Manhole & covers will be inspected during assessment.

MAINTENANCE

Preventive and Corrective:





Call & Emergency Response

Call Outs	Emergencies
5	0
Regular Hours	Overtime
1440	16

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”

STAFF REPORT

Meeting Date
March 20, 2019

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title:

Discussion and Possible Action Regarding Revising Standing Committee Meeting Dates and Times.

Recommended Action

Approve Standing Committee Bylaws be amended to the meeting dates and times as tabled in the Executive Summary.

Executive Summary

At the Board Planning Workshop conducted on March 7, 2019, the Board considered increasing the frequency of Communications, Internal Operations and Finance Standing Committee meetings to every other month. Based on feedback received at the workshop, staff recommends the following Standing Committee meeting schedule to **commence on May 1, 2019**. Month 1 schedule would occur at the first board meeting date on odd numbered months and Month 2 schedule would occur at the first board meeting date in even numbered months.

MONTH 1		MONTH 2	
7:00PM - ????	Board Meeting	7:00PM - ????	Board Meeting
5:30PM – 6:30PM	Water/Wastewater	5:30PM – 6:30PM	Water/Wastewater
4:30PM – 5:30PM	Park & Recreation	4:30PM – 5:30PM	Internal Operations
3:30PM - 4:30PM	Communications	3:30PM - 4:30PM	Finance
MONTH 3		MONTH 4	
7:00PM - ????	Board Meeting	7:00PM - ????	Board Meeting
5:30PM – 6:30PM	Water/Wastewater	5:30PM – 6:30PM	Water/Wastewater
4:30PM – 5:30PM	Park & Recreation	4:30PM – 5:30PM	Internal Operations
3:30PM - 4:30PM	Communications	3:30PM - 4:30PM	Finance

Water/Wastewater: Vice-President Pease and President Mayer
 Park and Recreation: Director Graves and Director Gutow
 Communications: Vice-President Pease and Director Gutow
 Internal Operations: Director Graves and Director Leete
 Finance: Director Leete and President Mayer

Previous Relevant Board Actions for This Item

Attachments

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
FEBRUARY 14, 2019**



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:03 AM at Buchanan Field Airport.

PRESENT: **Maurice Gunderson, Chair**, Member At-Large
Emily Barnett, Secretary, Member At-Large
Tom Weber, Vice Chair, District IV
Steven Starratt, Airport Neighbor – Byron Airport
Russell Roe, District V
Eric Meinbress, Member At-Large
Dale Roberts, District I
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill

ABSENT: **Roger Bass**, District II
Ronald Reagan, District III
Mike Bruno, Airport Business Association
Donna Dietrich, Airport Neighbor – Pacheco

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airport – Operations
Alina Zimmerman, Administrative Assistant
Will Nelson, Principal Planner

**OPENING
COMMENTS**

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

Airport staff announced: 1) 100% completion of required Brown Act and Ethics Training for the Aviation Advisory Committee (AAC); 2) the Airport Committee is recommending Emily Barnett for the member at large position; 3) 11th Tenant Appreciation Barbeque scheduled for Thursday, May 2, 2019; and 4) the Aircraft Rescue and Firefighting (ARFF) emergency exercise is scheduled for October 7-11, 2019.

The AAC Chair announced, on behalf of District III staff, that Byron Airport will be included in discussions of the Northern Waterfront Economic Development Initiative Ad Hoc Committee (NWEDI) meetings for the purpose of improving the Town of Byron and the Byron Airport. This item will be placed on the April AAC agenda for further discussions and possible presentation.

APPROVAL OF

1/10/19 MINUTES:

Moved by Tom Weber; seconded by Dale Roberts. Yes: Maurice Gunderson, Eric Meinbress, Russell Roe, Emily Barnett, Keith McMahon, Derek Mims and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Mike Bruno, Donna Dietrich, Roger Bass.

APPROVAL OF

CONSENT ITEMS:

Moved by Tom Weber; seconded by Emily Barnett. Yes: Keith McMahon, Derek Mims, Dale Roberts, Maurice Gunderson, Eric Meinbress, Russell Roe, and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Mike Bruno, Roger Bass, Donna Dietrich.

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

No items were pulled from consent.

b. Discuss and take action as deemed necessary relative to the Byron Airport General Plan Amendment. Schedule, Milestones and Status of Deliverables

On February 1, 2019, Will Nelson with the Department of Conservation and Development (DCD) sent chapters from the Administrative Draft Economic Impact Report (ADEIR) to Contra Costa County (County) staff for review for the Byron Airport General Plan Amendment. Most of the ADEIR has been submitted to the County, but the Cumulative Impact Analysis section is still outstanding. The review timeframe will depend on how quickly County staff can review the ADEIR and how many revisions are necessary. The next step will be to distribute the Draft EIR for public review. Going forward, the AAC is expected to receive updates at their scheduled monthly meetings until the project is complete.

c. Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport

Airport staff received two proposals from West Coast Air Sports dba Bay Area Skydiving and Skyview Aviation who does aviation maintenance and operates a flight school. The Selection Committee ranked the two proposals and unanimously ranked Skyview Aviation as the number one entity. Approval to negotiate a long-term lease for the County-owned maintenance hangar is scheduled to go before the Board of Supervisors (Board) on February 26, 2019. Staff explained the value of having a maintenance and flight school business as there has never been one before at the Byron Airport.

d. Discuss the F-row improvement project at Buchanan Field Airport

The F-row reskin and door replacement project began on September 11, 2018 and was completed on January 22, 2019. There were no reports of theft in the hangars during the project as storage containers and additional security monitoring locks were provided. Since the completion of the project, there have been some minor warranty issues, but Airport staff are working closely with the

tenants to make sure these issues get resolved as quickly as possible. This is the first time a reskinning and door replacement has been done on the County-owned hangars. Staff plans to perform the same project for each row as time and funds become available. Staff thanked the tenants for their continued patience during the project and plans to improve the project process overtime for the rest of the hangar rows on the east ramp at Buchanan Field Airport.

e. Discuss the 4.6-acre development at Buchanan Field Airport

This property is located at the northwest corner of Marsh Drive and Solano Way. 80% is within the City of Concord (City) and 20% is within the County. One of the partners decided to step out of the proposed development; however, a new partner, Claremont Companies, LLC., has stepped in and are working closely with the City and County to move through the development process. There is some investigating regarding a possible fault line that may be proximate. Once that is resolved, the partnership is expected to submit a development application with the City within 30-45 days.

f. Discuss the construction activity related to the 3-acre industrial business park development at Buchanan Field Airport

This property is located northwest corner of Marsh Drive and Sally Ride Drive. The development is proceeding at a slow pace; however; the development team (Montecito Commercial Group) anticipates applying for building permits within the next few months once the environmental mitigation compliance review is complete. Montecito expects to break ground in spring 2019.

g. Discuss the potential assignment of Pacific States Aviation's lease at Buchanan Field Airport

Airport staff were recently approached by Pacific States Aviation, Inc. (PSA) about getting Board approval for a potential lease assignment of 51 John Glenn Drive, which is needed before a transition can occur. Staff received approval from the Board on December 4, 2018, but nothing has progressed since the initial request by PSA.

h. Discuss FAA funding related to the Runway 14L/32R project at Buchanan Field Airport

Airport staff reported funding for the Runway 14L/32R rehabilitation project is underway and expected around July/August 2019. Staff are still waiting for approval from the Federal Aviation Administration (FAA) for the Runway design method using Cold In-Place Recycling (CIR). In September 2017, staff submitted a letter to the FAA to review and consider a Modification of Airport Standards to re-pave the existing pavement using the proposed CIR method. This method is preferred as it is lower in cost, more environmentally friendly and has a quicker turnaround time. Staff expects a formal response from the FAA within the next 60 days.

i. Discuss the Taxiway B closures at Buchanan Field Airport

Airport staff reported parts of Taxiway B, from Runway 19L to Taxiway M, have been closed for safety reasons related to pavement failure issues. Airport Operations staff plans to remove the lighting, marking, and barricades. A permanent Notice to Airmen has been issued. The remaining portion of Taxiway B will have some rehab completed in 2019.

j. Discuss pilot-controlled lighting at Buchanan Field Airport

Over the years, pilots have asked whether or not pilot-controlled lighting could be installed for energy cost savings and noise abatement purposes. Airport staff reported while the idea is favorable, the airfield is currently not setup to have pilot-controlled lighting as having intersecting runways could cause a potential aircraft safety hazard at night. AAC member Russell Roe volunteered to do more research on the proposed idea. The project will be further researched with the airfield lighting project scheduled in a few years.

k. Follow-up discussion on the Buchanan Field and Byron Airport Airport Capital Improvement Plan

Included in the AAC meeting packet was the Buchanan Field and Byron Airports Capital Improvement Plan (ACIP) for 2019-2034. The ACIP is a FAA nationwide planning tool for identifying and prioritizing critical airport development and associated capital needs. There was concern regarding the airfield electrical system assessment not being completed until 2034; however, items on the ACIP may be moved up depending on funding availability, change in priorities and/or critical need. Since this project has a low dollar amount cost, it is most likely to be moved up the list to be completed at a sooner time. Airport staff will evaluate if this project could be considered earlier.

l. Discuss updates of the hangar and tie-down agreements for Buchanan Field and Byron Airport

Due to the adoption of the new Airport rates and charges, all hangar and tie-down agreements will need to be re-executed to reflect lower rent. As such, staff is looking at revising all of the agreements to have consistency between both airports, to be more clear on terms and conditions, and to update provisions consistent with industry standards.

m. Discuss the Buchanan Field and Byron Airport 2018 fuel flowage report

Included in the AAC meeting packet was the 2018 fuel flowage report for both airports. Airport staff reported there was a significant decrease in 100 low lead (100LL) fuel and increase in Byron Jet A fuel. Staff also pointed out there was a slight decrease in 100LL fuel in 2018 with the Buchanan Field fixed-base operators due to the California Wildfires. Byron Airport continues to have one of the lowest fuel prices in an effort to get more traffic at the airport.

FUTURE AGENDA ITEMS/COMMENTS

- Byron Airport General Plan Amendment
- Byron Airport 36-acre development
- Summary of simplified/comprehensive plans/regulations related to the zoning surrounding Byron Airport
- NWEDI discussion and possible presentation related to Byron Airport for April AAC meeting

ADJOURNMENT: The Chair adjourned the meeting at 11:13 a.m. in memory of Ward Comeaux and Pradeep Panikar.

FINAL

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
JANUARY 10, 2019**



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:00 AM at Buchanan Field Airport.

PRESENT: **Maurice Gunderson, Chair**, Member At-Large
Emily Barnett, Secretary, Member At-Large
Tom Weber, Vice Chair, District IV
Roger Bass, District II
Steven Starratt, Airport Neighbor – Byron Airport
Donna Dietrich, Airport Neighbor – Pacheco
Russell Roe, District V
Eric Meinbress, Member At-Large
Dale Roberts, District I

ABSENT: **Ronald Reagan**, District III
Keith McMahon, City of Concord
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill

STAFF: Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airport – Operations
Alina Zimmerman, Administrative Assistant
Will Nelson, Principal Planner

**OPENING
COMMENTS**

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

Airport staff reported Nut Tree Airport has chosen a different radio traffic frequency to use and is awaiting approval from the Federal Aviation Administration (FAA). Awhile back, staff received a two week notice that Nut Tree Airport switched to the same frequency as Byron Airport. Staff immediately notified the FAA and the Federal Communications Commission.

There was public comment from an airport tenant regarding updates on the on-going F-row improvement project at Buchanan Field Airport. Staff could not comment; but will put this item on the AAC agenda for February.

There was public comment from an AAC member regarding the change in ownership at a business located at Buchanan Field Airport. Staff could not comment; but will put this item on the AAC agenda for February.

APPROVAL OF

12/13/18 MINUTES: Moved by Emily Barnett; seconded by Donna Dietrich. Yes: Roger Bass, Dale Roberts, Maurice Gunderson, Eric Meinbress, Russell Roe, Tom Weber, and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Keith McMahon, Mike Bruno, Derek Mims

APPROVAL OF

CONSENT ITEMS: Moved by Tom Weber; seconded by Roger Bass. Yes: Donna Dietrich, Dale Roberts, Maurice Gunderson, Eric Meinbress, Russell Roe, Emily Barnett, and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Keith McMahon, Mike Bruno, Derek Mims

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

No items were pulled from consent.

b. Discuss the Buchanan Field and Byron Airports' Airport Capital Improvement Program for fiscal years 2019-2034

Included in the AAC meeting packet was the Buchanan Field and Byron Airports, Airport Capital Improvement Plan (ACIP) for 2019-2034. The ACIP is a nationwide planning tool for identifying and prioritizing critical airport development and associated capital needs. There was concern regarding pilot-controlled lighting at Buchanan Field Airport. This issue will be placed on the AAC agenda to be discussed in February.

c. Discuss the three positions on the Aviation Advisory Committee that are due to expire in February 2019

The Member at-large, City of Concord, and Airport Business Associate positions are due to expire February 28, 2019. Letters for reappointment were sent to the City of Concord office and the three Fixed Based Operators at Buchanan Field Airport. A press release for the at-large position was distributed with an application deadline of 5:00 p.m. on January 28, 2019. Interviews for the at-large position will be on February 13, 2019, during the Airport Committee meeting.

d. Discuss a proposed transient ramp pedestrian gate access relocation at Buchanan Field Airport

Airport staff are looking to relocate the transient ramp gate at Buchanan Field Airport. The Crowne Plaza hotel installed a security gate for customers parking that encloses the transient ramp gate. Staff are looking at the potential to relocate the transient ramp gate closer to the fire swing gate to make it easier for pick-up and drop off of pilots not staying at the hotel.

e. Discuss noise concerns that were raised from a Concord resident during public comment at the December 13, 2018 Aviation Advisory Committee meeting (standing item)

A Concord resident brought up noise concerns during public comment at the December AAC meeting. This item was placed on the agenda to discuss in depth with the Concord resident; however, the resident did not attend meeting. The AAC and Airport staff have met with the resident to discuss noise concerns. Staff reported the meeting went well. The AAC gave kudos to staff for their great customer service.

f. Discuss the Byron Airport General Plan Amendment

The department of Conservation and Development (DCD) staff reviewed portions of the draft Environmental Impact Report (DEIR) for the Byron Airport General Plan Amendment project and are currently waiting for other portions related to traffic and water supply. The remaining portions were expected to be completed in December; however, due to revisions and timing, the completion date to submit the remaining portions of the DEIR has been delayed to the end of January. Another update will be given at the February AAC meeting, along with a document to note a timeline schedule, milestones, status of deliverables and identifying next steps. If deemed necessary, the AAC will take their concerns to the Board of Supervisors' Airport Committee.

g. Discuss and select one individual on the Aviation Advisory Committee to participate on the bidder Selection Committee to lease the Byron Airport maintenance hangar located at 505

Airport staff are looking for a volunteer to participate on the bidder Selection Committee to lease the Byron Airport maintenance hangar. One of the volunteers that was selected at the December AAC meeting withdrew due to a possible perceived conflict of interest. A motion was made to appoint Donna Dietrich.

Moved by Maurice Gunderson; seconded by Tom Weber. Yes: Donna Dietrich, Dale Roberts, Eric Meinbress, Russell Roe, Roger Bass, Emily Barnett, and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Keith McMahon, Mike Bruno, Derek Mims

FUTURE AGENDA ITEMS/COMMENTS

- Byron Airport General Plan Amendment schedule, milestones and status of deliverables
- Byron Airport maintenance hangar lease ranking outcome
- Buchanan Field Airport F-row improvement project update
- Buchanan Field Airport Runway 32R project
- Buchanan Field Airport Taxiway B closures
- Buchanan Field Airport pilot-controlled lighting
- Buchanan Field Airport Pacific States Aviation lease assignment
- Buchanan Field Airport 3-acre industrial business park
- Airport Capital Improvement Plan follow-up
- 2018 fuel flowage report

ADJOURNMENT: The Chair adjourned the meeting at 10:52 a.m.

Byron Municipal Advisory Council

Father Ron Schmit, Chair
Office of Supervisor Diane Burgis
Contact: Lea Castleberry
3361 Walnut Blvd., Suite 140
Brentwood, CA 94513
Respectfully submitted by:
Deputy Chief of Staff, Lea Castleberry

*The Byron Municipal Advisory Committee serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

Draft Record of Actions

6:01 p.m.

February 26, 2019

MEMBERS PRESENT: Chair Schmit, Vice Chair Thuman, Councilmember Larsen, Councilmember Lopez and Councilmember Nisen

MEMBERS ABSENT:

PRESENTATION OF COLORS: Led by Chair Schmit

APPROVAL OF AGENDA: Motion to approve the Agenda as presented made by Councilmember Nisen. Second by Councilmember Lopez. Motion carried 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.

PUBLIC COMMENTS: Mike Kelly – Neighbors property damage from June 3rd fire.

AGENCY REPORTS:

- a. **East Contra Costa Fire Protection District:** Battalion Chief Ross Macumber provided the activity report for the month of January; discussed ECCFPD's Strategic Plan; Volunteer Recognition Ceremony, April 13th at 10am located at the Knightsen Fire Station; provided the 2018 End of Year Operations Report.
- b. **Office of the Sheriff:** Crime Prevention Specialist, Tony Fontenot provided the activity report for the month of January; CCC Office of the Sheriff Citizen Academy is now open for enrollment.
- c. **California Highway Patrol:** Officer Donnie Thomas provided the activity report for the month of January.
- d. **Office of Supervisor Diane Burgis:** Lea Castleberry provided an update on the 2020 Census process.

CONSENT ITEMS:

- a. **Approval of Record of Actions for November 27, 2018:** Motion to amend speaker's name under Public Comment and approve made by Vice Chair Thuman. Second made by Councilmember Nisen. Motion carried: 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.

PRESENTATIONS:

- a. None.

ITEMS FOR DISCUSSION AND/OR ACTION:

- a. **Agency Comment Request LP19-2004 T-Mobile requests a Land Use Permit to review an expired Land Use Permit at a T-Mobile wireless facility:** Motion to approve Agency Comment Request as presented made by Councilmember Larsen. Second made by Councilmember Lopez. Motion Carried 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.
- b. **Approve Byron MAC Facility Rental Fee for May, July, August and September meetings - \$800.00:** Motion to approve the invoice made by Councilmember Lopez. Second made by Councilmember Nisen. Motion carried: 4-0-1. AYES: Larsen, Lopez, Nisen and Thuman. ABSTAIN: Schmit.
- c. **Review and Approve the 2019 Byron MAC Workplan:** Motion to remove "Heart Safe Community Designation" from the Workplan and approve made by Councilmember Larsen. Second made by Vice Chair Thuman. Motion carried: 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.
- d. **Nomination for the 2019 Byron MAC Chair and Vice Chair:** Motion to nominate Linda Thuman as Chair and Mike Nisen as Vice Chair made by Councilmember Lopez. Second made by Councilmember Larsen. Motion carried: 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.
- e. **Nomination for the 2019 Byron MAC Code Enforcement Representative:** Motion to nominate Dennis Lopez made by Vice Chair Thuman. Second made by Councilmember Nisen. Motion carried: 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

CORRESPONDENCE/ANNOUNCEMENTS:

- a. R-11/20/18 Contra Costa County Planning Commission Agenda for November 28, 2018
- b. R-11/28/18 Contra Costa County Zoning Administrator Agenda for December 3, 2018
- c. R-12/06/18 Contra Costa County Planning Commission Agenda for December 12, 2018
- d. R-12/11/18 Contra Costa County Zoning Administrator Agenda for December 17, 2018
- e. R-12/28/18 Contra Costa County Planning Commission Cancellation Notice for January 7, 2019
- f. R-12/28/18 Contra Costa County Planning Commission Agenda for January 9, 2019
- g. R-01/10/19 Contra Costa County Planning Commission Cancellation Notice for January 23, 2019
- h. R-01/29/19 Contra Costa County Zoning Administrator Agenda for February 4, 2019
- i. R-02/07/19 Contra Costa County Planning Commission Agenda for February 13, 2019
- j. R-02/13/19 Contra Costa County Zoning Administrator Agenda for February 20, 2019
- k. R-02/21/19 Contra Costa County Planning Commission Agenda for February 27, 2019
- l. R-02/21/19 Notice of Public Hearing for March 4, 2019
- m. R-02/21/19 Contra Costa County Zoning Administrator Agenda for March 4, 2019

FUTURE AGENDA ITEMS

- a. BART Expansion Update
- b. Report/Update from Byron Airport Representative Ron Reagan
- c. St. Anne's Village
- d. Airport Connector Update by Patty Bristow

ADJOURNMENT

There being no further business before the Byron Municipal Advisory Council, Chair Schmit adjourned the meeting at 7:02pm. The next scheduled Byron Municipal Council meeting will be held Tuesday, March 26, 2019 at 6:00p.m. located at St. Anne's Church – 2800 Camino Diablo, Room 1A in Byron.



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

Adam Langro

Brian Oftedal
President

Carrie Nash

Stephen Smith

Joe Young

MEETING MINUTES

Board of Directors Regular Meeting Wednesday, February 13, 2019

**4:00 P.M. Special Meeting Time for Workshop
6:30 P.M. For Remainder of Agenda**

1. Call to Order: (4:20 pm)

2. Pledge of Allegiance: (4:21 pm)

Chief Helmick led the Pledge of Allegiance

3. Roll Call: (4:21 pm)

Directors Present: Nash, Oftedal, Smith, Young

Directors Absent: Langro

Convene for Special Workshop: (4:21 pm)

4. Workshop on Development and Adoption of ECCFPD Strategic Plan Implementation Action Plan: (4:21 pm)

The Board engaged in substantive discussion on the draft Implementation Action Plan (IAP), making changes throughout the document. The final IAP that was proposed for adoption is attached to these minutes.

[Implementation Action Plan.pdf](#)

There were no (0) Public Speakers.

Motion by: Director Young for the Adoption of ECCFPD Strategic Plan Implementation Action Plan, as amended

Second by: Vice President Smith

Vote Carried 4:0:0

Ayes: Nash, Oftedal, Smith, Young

Noes:

Abstained:

Absent: Langro

The Board recessed for a break at 5:00 until the noticed start time for the remainder of the agenda.

The Board reconvened for the Regular Meeting at 6:30

5. Public Comment: (6:31 pm)

There was one (1) Public Speaker – Scott Benedict

Chief Helmick swore in and issued an ECCFPD Volunteer Chaplain's badge to Father Robert Rein.

In addition, Chief Helmick re-issued a retirement plaque and other District mementos that were lost during the Paradise Fire to Captain John Foster.

6. Consent Calendar: (6:55 pm)

- a) Approve Minutes of January 9, 2019 Board of Directors Meeting
- b) Approve Minutes of January 11, 2019 Board of Directors Special Meeting
- c) Rejection of Bid for Station 52 Painting Services
- d) Authorization to Acquire Self Contained Breathing Apparatus Refill Station – *Pulled for discussion*
- e) Amend Bylaws to Permit Waiver of Director Compensation

**Motion by: Director Young to approve Consent Calendar Items: a, b, c, e,
Second by: Vice-President Smith**

Vote Carried: 4:0:0

Ayes: Nash, Oftedal, Smith, Young

Noes:

Abstained:

Absent: Langro

**Motion by: Director Young to approve Consent Calendar Item: d
Second by: Vice-President Smith**

Vote Carried: 4:0:0

Ayes: Nash, Oftedal, Smith, Young

Noes:

Abstained:

Absent: Langro

7. New Business: (6:57 pm)

- a) Authority to Hire Personnel for Succession Planning Purposes

There were no (0) Public Speakers.

**Motion by: Director Young to approve Consent Calendar Item: d
Second by: Vice-President Smith**

Vote Carried: 4:0:0

Ayes: Nash, Oftedal, Smith, Young

Noes:

Abstained:

Absent: Langro

- b) Announce Ad Hoc Committees for Legislative Program and Strategic Plan Implementation Action Plan

Board President Oftedal announced two new ad hoc advisory committees. The Legislative Program Ad Hoc Committee will be comprised of President Oftedal and Vice President Smith. The Strategic Plan Implementation Action Plan Ad Hoc Committee will be comprised of Director Young and Director Nash.

8. Report of the Fire Chief / Informational Staff Reports: (7:07pm)

- a) Legislative Update – Chief Helmick
- b) Grants Update – Battalion Chief Macumber
- c) Strategic Plan Update – Chief Helmick
- d) Station 55 Update – Chief Helmick
- e) Prevention Update – Chief Helmick
- f) Operational Update for January 2019 – Battalion Chief Macumber
- g) Public Outreach & Education Activities Update – Battalion Chief Macumber

Board Reports and Requests: (7:45pm)

Director Smith attended the Brentwood City Council Meeting on 01/22/2019

President Oftedal will be joining Townsend Public Affairs in Sacramento to meet with Assemblyman Jim Frazier.

Closed Session: (7:48)

Conference with Labor Negotiator Pursuant to Government Code Section 54957.6 Agency Designated Representative: Glenn Berkheimer, Regina Rubier Employee Organizations: International Association of Fire Fighters Local 1230 and United Clerical, Technical & Specialized Employees AFSCME, Local 2700

No reportable actions were taken in closed session

The Board recessed to Closed Session at 7:48 and returned to Open Session at 8:11.

President Oftedal stated that no reportable actions were taken in closed session.

Adjourn: (8:11 pm)

DRAFT

STATE ROUTE 4 BYPASS AUTHORITY
Antioch - Brentwood - Oakley and Contra Costa County

JOINT EXERCISE OF POWERS AGENCY

February 14, 2019

The regular Board meeting of the STATE ROUTE 4 BYPASS AUTHORITY was called to order in the Tri Delta Transit Meeting Room, 801 Wilbur Avenue, Antioch, California, by Chair Diane Burgis at 6:56 P.M.

ROLL CALL

PRESENT: Doug Hardcastle (Oakley), Robert (Bob) Taylor (Brentwood), Sean Wright (Antioch), and Chair Diane Burgis (Contra Costa County)

ABSENT: None

STAFF: Dale Dennis, Program Manager

Chair

Director Taylor nominated Sean Wright as Chair of the State Route 4 Bypass Authority. Director Burgis seconded the nomination. There were no other nominations, and the nominations were closed. **Sean Wright** was elected to serve as the Chair of the State Route 4 Bypass Authority for 2019, by the following vote:

AYES: Hardcastle, Taylor, Wright, Burgis
NOES: None
ABSTAIN: None
ABSENT: None

Vice Chair

Director Hardcastle nominated Bob Taylor as Vice Chair of the State Route 4 Bypass Authority. Director Burgis seconded the nomination. There were no other nominations, and the nominations were closed. **Robert (Bob) Taylor** was elected to serve as the Vice Chair of the State Route 4 Bypass Authority for 2019, by the following vote:

AYES: Burgis, Hardcastle, Taylor, Wright
NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT

There were no comments from the public.

CONSENT ITEMS

On motion by Director Hardcastle, seconded by Director Burgis, the Authority adopted the Consent Items by the following vote:

AYES: Burgis, Hardcastle, Taylor, Wright
NOES: None
ABSTAIN: None
ABSENT: None

- A. APPROVED minutes of the December 13, 2018 meeting.
- B. APPROVED the Mid-year 2018/19 Work Plan and Budget.

DETERMINATION ITEM

- A. RECEIVE Status Report on Projects Associated with the Former SR4 Bypass

Program Manager Dale Dennis reported that the SR4/Balfour Road Interchange Project was moving forward with anticipated completion by late March or early April 2019.

Director Taylor commented that the project looked good and was working well.

BOARDMEMBER COMMENTS

There were no Boardmember comments.

ADJOURNMENT

Chair Wright adjourned the meeting of the State Route 4 Bypass Authority at 6:59 P.M. to Thursday, March 14, 2019 at 6:30 P.M. or other day/time deemed appropriate by the Committee.

Respectfully submitted,

Anita L. Tucci-Smith
Minutes Clerk

MAR 11 2019

Charles W. Helfrick
661 Beaver Court
Discovery Bay, California 94505
925-516-1227

March 7, 2019

Board of Directors
Town of Discovery Bay Community Service District
1800 Willow Lake Road
Discovery Bay, California. 94505-9376

RE: Swimming Pool Project

Gentlemen:

I attended the Special Meeting of the CSD Finance Committee this morning. The meeting focused on five different ways to pay for the six-lane competition swim pool with an L kick out with an estimated approximate cost of \$1.4 million, all of which required borrowing money, either from the Wastewater Fund or from a commercial lender.

I did hear Director Leete state that there were really three options:

1. Fill the hole in the ground back there and eliminate the pool
2. Fix the existing pool as originally planned
3. Build a new pool at an estimated approximate cost of \$1.4 million.

What did concern me is the River Otters Booster Club Spokesperson's public comments in which he stated:

1. "We are a water-based community... We should not be building football stadiums or baseball ballparks..." (You can listen to his public comment statements on the audio from the meeting starting at 34 minutes and 12 seconds through 35 minutes 50 seconds).
2. He also said on more than one occasion that the \$1.4 million price tag for this pool was only buying a "bare bones" pool.

Please remember, as stated by one of the Directors at the meeting this morning, this \$1.3 million settlement payment from the Hoffman Company is not restricted to only be spent on the Community Center, but for any purpose within Zone 8.

You, as the elected Directors of this Community Service District, should be attempting to determine what your constituents really want. Do they want you to take all your available resources and put them into the new pool? Perhaps, they would like to see diversity in the spending of this money for things like improvement of the Cornell Park baseball facility, soccer fields, tennis courts, Pickleball facilities and general improvement of the Community Center Building, Facilities and adjacent land.

Sincerely,



Charles W. Helfrick

Cwh/st