



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**MINUTES OF THE ANNUAL BOARD PLANNING WORKSHOP  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Saturday January 31, 2015  
PLANNING WORKSHOP - 9:00 A.M. to 12:00 P.M.  
1800 Willow Lake Road, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**PLANNING WORKSHOP at 9:00 A.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. **Call business meeting to order** – 9:02 a.m. by President Steele
2. **Pledge of Allegiance** – Led by General Manager Howard
3. **Roll Call** – All Present

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

None

**C. PLANNING WORKSHOP ITEMS**

**President Steele** – Stated that item C-9 will be pulled from the Agenda.

**1. 2014 Year in Review**

**General Manager Howard** – Provided the details of item C-1 from the Board Workshop Power Point. There was discussion between the General Manager and the Board.

**2. Review of Mission, Vision, Values and Goals**

**General Manager Howard** – Provided the details of item C-2. There was discussion between the General Manager and the Board. The Board requested changes to the Vision section and will be presented at the February 18, 2015 Board meeting.

**3. Review of Bylaws of the TODB and Board Policy**

**General Manager Howard** – Provided the details of item C-3. There was discussion between the General Manager and the Board. The Bylaws will be presented at the February 4, 2014 Board meeting.

**4. Ongoing Drought Update and Forecast into 2015**

**General Manager Howard** – Provided the details of item C-4. There was discussion between the General Manager and the Board.

**5. Existing Water Meter Program and System Wide Implementation**

**General Manager Howard** – Provided the details of item C-5. There was discussion between the General Manager, the Water and Wastewater Manager, the Finance Manager, and the Board.

**6. Tertiary Treatment Process (filters) funding considerations**

**General Manager Howard** – Provided the details of item C-2.

**District Engineer Harris** – Provided additional details of item C-2. There was discussion between the General Manager, the District Engineer, the Water and Wastewater Manager, and the Board.

**7. Board Officer Rotation Schedule Proposal**

**Director Leete** – Provided the details of his proposal. There was discussion between the Board and the General Manager.

**8. Board Committee Assignment Considerations**

**Director Leete** – Provided the details of his proposal. There was discussion between the Board and the General Manager.

**Director Pease** – Provided the details of his proposal. There was discussion between the Board and the General Manager.

**9. DB Community Foundation Partnership Discussion**

**10. FY 2015-16 Budget and Personnel Actions**

**General Manager Howard** – Provided the details of item C-10. There was discussion between the General Manager, the Water and Wastewater Manager, the Finance Manager, and the Board.

**11. Other Items as Requested by the Board of Director's**

**General Manager Howard** – Provided the details of item C-11. The Board stated they will provide items at a later time.

**President Steele** – Provided several things to be added regarding the Community Center. There was discussion between the General Manager and the Board.

**D. ADJOURNMENT**

The meeting adjourned at 11:48 a.m. to the next Regular meeting of February 4, 2015 starting at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 02-02-15

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