



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday July 16, 2014
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 Simon
Pledge of Allegiance – Led by Director Graves
Roll Call – All present with the exception of Vice-President Steele
Vice-President Steele arrived at 7:17 p.m.

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

None

C. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

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. Approval of DRAFT minutes of special meeting dated July 2, 2014
2. Approval of DRAFT minutes of regular meeting dated July 2, 2014
3. Approve Register of District Invoices

Motion by: Director Wiesen to approve the Consent Calendar.

Second by: Director Pease

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES: 0, ABSENT: 1 – Vice-President Steele

F. PUBLIC HEARING to Consider the Following

1. Town of Discovery Bay Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessments Report for the Fiscal Year 2014-2015; continue Collection of Assessments on County Tax Roll and adoption of Resolution No. 2014-16

President Simon – Opened the Public Hearing.

General Manager Howard – Provided the details of item F-1.

There were no Public Comment Speakers

Motion by: Director Graves to approve and adopt Resolution 2014-16 Confirming the Engineers Report and Ordering the Levy and Collection of Charges for the Annual Assessments for Ravenswood Improvement District Assessments within the Town of Discovery Bay Community Services District for the Fiscal Year 2014-2015; continue Collection of Assessments on County Tax Roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District.

Second by: Director Pease

Vote: Motion Carried – AYES: 4 – President Simon, Director Graves, Director Pease, Director Wiesen, NOES: 0, ABSENT: 1 – Vice-President Steele

President Simon – Stated that G-2 will be moved before G-1.

G. BUSINESS AND ACTION ITEMS

1. Review "DRAFT" FY 2014-15 Town of Discovery Bay Community Services District Capacity Fee Program

General Manager Howard – Provided the details of item G-1.

Bartle Wells Associates Allison Lechowicz, Financial Analyst – Provided additional details of item G-1. There was discussion between the General Manager, the District Engineer, the Board and the Bartle Wells Financial Analyst. There was one Public Comment Speaker.

Staff received comments and will set the Public Hearing date for August 20, 2014.

2. Announcement of Special District Vacancy on LAFCO, Call for Nominations and for Names of Voting Delegates – Election July 21, 2014

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

Igor Skaredoff – Contra Costa Resource Conservation District provided background details.

Legal Counsel – Provided details regarding the nomination.

Motion by: Director Graves to nominate Stephen L. Anderson, Moraga Orinda Fire District.

Second by: Failed - No second

Motion by: Director Pease to nominate Igor Skaredoff Contra Costa Resource Conservation District.

Second by: Director Wiesen

Vote: Motion Carried – AYES: 4 – President Simon, Director Pease, Director Wiesen, NOES: 1 – Director Graves, ABSENT: 1 – Vice-President Steele

3. Award of Contract to Du-ALL Safety, LLC in the amount of \$36,000.00 to provide safety support services and staff training for the period July 1, 2014 to June 30, 2015

General Manager Howard – Provided the details of item G-3. There was discussion between the General Manager and the Board.

Motion by: Director Pease to authorize contract in the amount of \$34,800.00 to Du-ALL Safety, LLC for safety related training and related support services; and authorize the General Manager to execute all contract documents.

Second by: Director Wiesen

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

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

I. VEOLIA REPORT

1. Veolia Report – Month of June 2014

Project Manager Berney Sadler – Provided the details of the June 2014 Monthly Operations Report. There was discussion between the Project Manager and the Board.

J. MANAGER'S REPORTS – Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. State Water Resources Control Board Proposed Emergency Water Conservation Regulations

General Manager Howard – Provided the details of item K-1. There was discussion between the General Manager, Legal Counsel, and the Board. There was one Public Comment Speaker.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting minutes dated April 10, 2014
2. R – East Contra Costa County Fire Protection District meeting minutes dated June 2, 2014
3. R – Contra Costa County Aviation Advisory Committee meeting minutes dated June 12, 2014
4. R – Byron Municipal Advisory Council meeting minutes dated June 19, 2014

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

The meeting adjourned at 7:50 p.m. to the next Regular meeting dated August 6, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 07-22-14

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