



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

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

Wednesday July 19, 2017

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 Leete
2. Pledge of Allegiance – Led by President Leete.
3. Roll Call – All present with the exception of Director Mayer.

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

Public Comment Regarding:

- Traffic counts and speed volume counts - provided handouts.

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. Approval of DRAFT minutes of regular meeting for July 5, 2017.
2. Approval of DRAFT minutes of special meeting for July 7, 2017.
3. Approval of Register of District Invoices.
4. Approval of Resolution No. 2017-15 Annual Discovery Bay Lighting and Landscape Zone #8 Appropriations Limit for FY 2017/18.
5. Approval of the extension of the HERWIT Engineering Contract for services into fiscal year 2017-2018.
6. Approval of Memorandum of Understanding between the Town and the Bridge on the Lake Group.
7. Approval of Board Member attendance at the Annual California Special District Association (CSDA) Conference located in Monterey, September 25th through September 28th.
8. Approval of Annual Palm Tree Pruning to the lowest qualified bidder; Commercial Tree Care in the amount of \$18,640.00.

Consent Calendar item C-7 Annual California Special District Association (CSDA) Conference located in Monterey, September 25th through September 28th pulled and moved to G-2 for discussion.

Motion by: Director Pease to accept the Consent Calendar with the removal of C-7 for discussion.

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Pease, Director Steele, NOES: 0, ABSENT: 1 – Director Mayer.

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report – No report.

E. PRESENTATION

1. Presentation regarding the Brentwood Agricultural Land Trust (BALT) acquiring an agricultural conservation easement on the 520 acre Cecchini Farm.

Brentwood Agricultural Land Trust Interim Director Ron Brown – Provided details of the BALT regarding the easement on the 520 acre Cecchini Farm related to receiving grants from the California Department of Conservation and the requirements to inform the local agencies of the passing of a resolution, Tuesday, August 15, 2017. There was discussion regarding the farming of the Cecchini family, another section of acreage not included in the trust due to funding, the easement remaining as agricultural land, and other grants.

F. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of June 2017.

Project Manager Berney Sadler – Provided the details of the June 2017 Monthly Operations Report. There was discussion regarding emergency call-outs.

G. BUSINESS AND ACTION ITEMS

- 1. Open the Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2017-2018; continue collection of assessments on County tax roll and adoption of Resolution No. 2017-16, allowing for a 5.2% assessment increase.**

President Leete – Opened up the Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2017-2018; continue collection of assessments on County tax roll and adoption of Resolution No. 2017-16, allowing for a 5.2% assessment increase.

Finance Manager Breitstein – Provided the details regarding the Ravenswood Landscape Zone #9 and HERWIT Engineering assessment report. There was discussion related to the calculations.

Motion by: Director Pease to approve and adopt Resolution 2017-16 confirming the Engineer's Report and ordering the levy and collection of charges for the annual assessment for Ravenswood Improvement District Assessment within the Town of Discovery Bay Community Services District for the Fiscal Year 2017-2018; continue collection of assessments on County tax roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District.

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Pease, Director Steele, NOES: 0, ABSENT: 1 – Director Mayer.

- 2. Approval of Board Member attendance at the Annual California Special District Association (CSDA) Conference located in Monterey, September 25th through September 28th.**

There was discussion regarding the CSDA Conference related to the SDLF Scramble for Scholarships Golf Tournament.

Motion by: Director Pease to approve the attendance of the CSDA Conference not including the SDLF Scramble for Scholarships Golf Tournament.

Second by: President Leete

There was discussion related to other curricular activities within the conference and the benefit of attending the activities.

Legal Counsel Attebery – Reiterated the motion and questioned the other cost of the other activities and the exclusion of those in the motion.

Director Pease – The motion will be excluding only the SDLF Scramble for Scholarships Golf Tournament.

Motion Failed – AYES: 2 – President Leete, Director Pease, NOES: Vice-President Graves, Director Steele.

Motion by: Vice-President Graves - Staff recommendation to authorize members of the Board of Directors attendance at the Annual California Special District Association (CSDA) Conference located in Monterey, September 25th through September 28th.

Second by: Director Steele

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Pease, Director Steele, NOES: 0, ABSENT: 1 – Director Mayer.

H. INFORMATIONAL ITEMS ONLY

None

I. DIRECTORS' REPORTS

- 1. Standing Committee Reports – President Leete - provided the details of the quarterly meeting of the Contra Costa Special District Association related to presentations from LAFCO and East Bay Regional Parks.**
- 2. Other Reportable Items – Director Steele commented on the landscaping and requested Cal Trans to cleanup on Highway 4.**

J. MANAGER'S REPORT

None

K. GENERAL MANAGER'S REPORT

General Manager – Provided details related to the Finance Manager Breitstein daughters on an East County Little League winning the Northern California championships and are going to the Western Region Championships, also provided details regarding the County considering zoning and taxation related to Marijuana. There was discussion regarding the zoning and taxation related to the item being agenzized at a future meeting.

L. CORRESPONDENCE RECEIVED

1. Received July 10, 2017 from East Contra Costa Fire Protection District meeting minutes June 5, 2017.

M. FUTURE AGENDA ITEMS

Response and comments from the Board of Directors to Legal Counsel regarding the performance review for the General Manager.

Legal Counsel Attebery – Stated that the performance review for the General Manager be slated for the August 2, 2017 board meeting. Legal Counsel also requested that each Board Member provide the General Manager evaluation by July 31, 2017.

The regular meeting adjourned at 7:32 p.m. to the Closed Session.

N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding item O-1.

O. CLOSED SESSION

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

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957)

Legal Counsel Attebery – Reporting from Closed Session on item O-1 and there is no reportable action.

Q. ADJOURNMENT

1. The meeting adjourned at 7:40 p.m. to the regular meeting on August 2, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 07-21-17

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