



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday July 1, 2020  
REGULAR MEETING 7:00 P.M.**

**NOTICE  
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:  
Toll-Free Dial-In Number: (877)778-1806  
CONFERENCE CODE 891949**

**Download Agenda Packet and Materials at <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.- By President Pease
2. Pledge of Allegiance - Led by Director Bill Mayer
3. Roll Call – All Present.

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

Public Comment Regarding:

- Concerns of vehicles and motorcycles speeding on Discovery Bay Blvd

**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 June 17, 2020 Regular Board of Director's meeting.
2. Approve Register of District Invoices.

Motion made by Director Bill Mayer to approve items on the Consent Calendar as presented.  
Second by Director Kevin Graves.

**D. AREA AGENCIES REPORTS / PRESENTATION**

1. Supervisor Diane Burgis, District III Report.  
None.

2. Sheriff's Office Report.

Lieutenant Mark Johnson reported on criminal activity including traffic violations, increase in crime and increase in auto burglaries. Lieutenant Johnson stated there will be an increase in Sheriff presence with additional staff on patrol for the holiday weekend.

3. CHP Report.  
None.

4. East Contra Costa Fire Protection District Report.

East Contra Costa Fire Department Battalion Chief, Ross Macumber reported on the month's operations for June 2020. Call volume has increased, there will be extra personnel on staff for the holiday weekend. Battalion Chief Macumber issued a reminder that fireworks are illegal in Town of Discovery Bay. Reminded to keep weeds down as indicated in the Weed Ordinance. Public will be fined if they are not being compliant

**E. LIAISON REPORTS**

**F. PRESENTATIONS**

**G. BUSINESS AND ACTION ITEMS**

1. 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 2020-2021; Continue Collection of Assessments on County Tax Roll and Adoption of Resolution No. 2020-17, Allowing for a 1.1% Assessment Increase.

Finance Manager Julie Carter presented information regarding previously approved resolutions. The FY 2020-2021 Assessment Report generated by Herwit Engineering showed 1.1% increase for Ravenswood Improvement District Assessment.

Motion made by Director Kevin Graves to approve Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2020-2021; Continue Collection of Assessments on County Tax Roll and Adoption of Resolution No. 2020-17, Allowing for a 1.1% Assessment Increase.

Second by Director Robert Leete.

2. Discussion and Possible Action Authorizing Repairs to the Wastewater Treatment Plant 1 Influent Pump Station, Pump Station W and Installation of Pump Station F Bypass Piping in an Amount Not to Exceed \$60,000, Approving Resolution 2020-16 Adopting a CEQA Exemption, Approving the Project and Directing Filing of the Notice of Exemption.

Water Engineer Gregory Harris explained failures at the Influent Pump station and Pump Station W. There is a need to accelerate the project to repair pipes since more pumps are now out of service. There isn't much fiscal change from the previous discussion regarding this repair.

Director Robert Leete asked about the expected timeline to complete this project.

Water Engineer Gregory Harris states he is hoping to get it done by September 2020.

Motion by Director Bill Mayer to accept the Authorization to Repair Wastewater Treatment Plant 1 Influent Pump, Pump Station W and Installation of Pump Station F Bypass Piping in an Amount Not to Exceed \$60,000, Approving Resolution 2020-16 Adopting a CEQA Exemption, Approving the Project and Directing Filing of the Notice of Exemption.

Second by Director Kevin Graves.

**H. MANAGER'S REPORT**

**I. DIRECTORS' REPORTS**

1. Standing Committee Reports.

- a. Communications Committee Meeting (Committee Members Bill Pease and Bryon Gutow) July 1, 2020.

Vice President Bryon Gutow provided a summary of how the Town is communicating updates regarding COVID-19 impacts and Community Center has a Facebook page which has also been used to communicate updates to the public.

- b. Parks and Recreation Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) July 1, 2020.

Director Kevin Graves states Recreation Program Supervisor Monica Gallo gave update on how the Community Center's Facebook page is helping relay information to the public. Commended staff for being ready to open, however new governor's orders haven't allowed any openings yet. Dog park is doing well. Spoke about landscaping test project on Poe Street. Talked about accepting bids for the pickleball courts, and new wind screens for the tennis courts.

Director Bill Mayer asked about public response regarding the Dog Park.

Director Kevin Graves states that the public has expressed how much they like it.

- c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer) July 1, 2020.

Director Bill Mayer provided update to the Board regarding water and wastewater updates. Influent in Pump Station W was discussed. Update was given regarding Booster pumps at Newport Plant. Well 8 monitoring, and supplemental aeration were also discussed.

2. Other Reportable Items.

**J. GENERAL MANAGER'S REPORT**

Introduction of Gerry Limas from Delaware who will be the Veolia Project Manager for the Town.

Director Kevin Graves made an announcement regarding ECCFPD holding a virtual townhall meeting on August 24, 2020. This meeting will discuss the need and ways to fund another fire station.

**K. CORRESPONDENCE RECEIVED (Information Only)**

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

1. Adjourned at 7:28 p.m. to the next regular meeting of July 15, 2020 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."

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