



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 September 6, 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 Vice-President Graves.
2. Pledge of Allegiance – Led by Vice-President Graves.
3. Roll Call – All present with the exception of President Leete.

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

Public Comment Regarding:

- Extending the dates beyond September 15, 2017 for the Community Center Swimming Pool.
- New Resident Deputy will be Radar trained.
- Speeding not improved on Discovery Point.

East Contra Costa Fire Protection District - Fire Chief Helmick – Provided a report regarding improving Transparency Education and Outreach Communications related to increased services (funding and how long will it take).

The Board thanked ECCFPD Fire Chief Helmick for the detailed report related to transparency and for identifying ways to fund increased services.

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 August 16, 2017.
2. Approve Register of District Invoices.
3. Approve Annual Disclosure pursuant to California Government Code Section 53065.5.
4. Approve and adopt a Resolution for the Employee Medical Benefit Coverage for FY 2017-2018 and Successive Years.

Motion by: Director Pease to approve the Consent Calendar.

Second by: Director Mayer.

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report – No report.
2. Sheriff's Office Report – Introductions - Delta Station Area Commander Steve Borbely and Resident Deputy Sarah Ballard.
Crime Prevention Specialist Fontenot – Provided the details of the August 2017 Sheriff Report. There was discussion regarding trespassing in the Discovery Bay Country Club, the Aloha Club incident and complaints (ongoing investigation).
3. CHP Report – Officer Thomas provided an update for the month of August. There was discussion regarding the speed control reports related to Discovery Bay Boulevard.

E. LIAISON REPORTS

None

F. PRESENTATIONS

None

G. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding the John Deere Equipment Purchase.

General Manager Davies – Provided the details regarding the purchase of the John Deere Utility Tractor with various attachments.

Parks and Landscape Manager Miller – Provided additional details regarding research of other manufactures for the Utility Tractor and this will be the first type of equipment for the landscaping.

Motion by: Director Pease to approve the Lowest Qualified Bid and Award Sale/Delivery to: Belkorp Ag in the amount of \$45,449.84.

Second by: Director Steele.

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

2. Discussion and possible action to adopt a Resolution for the Claims Policy and Procedure.

General Manager Davies – Provided the details regarding the Claims Policy and Procedure. There was discussion regarding the Claims Policy and Procedure related to being reviewed and recommended for approval by the Internal Operations Committee.

Motion by: Director Pease to approve a Board Policy on Claims and adopt Resolution No. 2017-17.

Second by: Director Mayer.

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

3. Discussion and possible action regarding the Activity Code of Conduct.

General Manager Davies – Provided the details regarding the Activity Code of Conduct which was reviewed and approved by the Parks and Recreation Committee. There was discussion related to the enforcement of the Activity Code of Conduct.

Motion by: Director Pease to adopt the Activity Code of Conduct.

Second by: Director Mayer.

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

Vice-President Graves commended staff for putting in place the Activity Code of Conduct.

4. Discussion to consider Annexing Parcels on Learning Tree Way into District's Service Boundaries.

General Manager Davies – Provided the details regarding the actual name as "Learning Lane", along with describing the lots requesting District water and wastewater services.

Water and Wastewater Manager Koehne – Provided additional details regarding the parties requesting District water and wastewater services.

Legal Counsel Attebery – Provided details regarding the LAFCO process related to boundary issues.

There was discussion related to the cost of the current water and wastewater connection fees. The owners provided a description of the intended use for the parcels (single family homes and agricultural). The discussion continued regarding the Sphere of Influence and boundary changes.

Legal Counsel Attebery – The recommendation is to table the item for the opportunity to discuss with LAFCO the process and bring back to the Board at the next meeting dated September 20, 2017.

H. MANAGER'S REPORT

None

I. INFORMATIONAL ITEMS ONLY

None

J. DIRECTORS' REPORTS

1. Standing Committee Reports – Director Mayer – Provided the details of the ECCFPD meetings, Outreach Public Education and the Finance Committee.

2. Other Reportable Items

K. GENERAL MANAGER'S REPORT

None

L. CORRESPONDENCE RECEIVED

1. Received August 14, 2017 – Validation of Proposed Financing for California WaterFix.
2. Received August 15, 2017 – Contra Costa Special District Association Quarterly meeting minutes for July 17, 2017.

M. FUTURE AGENDA ITEMS

None

N. ADJOURNMENT

1. The meeting adjourned at 7:45 p.m. to the next regular meeting of September 20, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 09-08-17

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