



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 October 4, 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 Vice-President Graves.
3. Roll Call – All Present.

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

Public Comment Regarding:

- Traffic concerns on Discovery Bay Boulevard and additional report from CHP that includes a breakdown.

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 September 6, 2017.
2. Approve Register of District Invoices (Invoices prepared for September 20, 2017 meeting that was cancelled).
3. Approve Register of District Invoices.

Motion by: Director Pease to approve the Consent Calendar.

Second by: Vice-President Graves

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report - Contra Costa County Staff Report regarding an update on Urban Farm Animal Ordinance.

Alicia Nuchols Field Representative provided an update regarding flyers for the Free Composting Workshop, Saturday, November 18, 2017 from 10:00 a.m. to 12:00 p.m., P6 meeting on October 11, 2017 at 6:00 p.m.

Contra Costa County Department of Conservation & Development Stan Muraoka provided the details of the Urban Farm Animal Ordinance. There was discussion regarding the Ordinance and the Board directed staff to send a letter to oppose any efforts to allow small farm animals, including but not limited to honeybees, chickens and goats in the Town of Discovery Bay's sphere of influence.

2. Sheriff's Office Report
3. Lieutenant Steve Borbely – Provided the details of the September 2017 Sheriff Report, also provided a reminder that Deputy Sarah Ballard is our new Resident Deputy and she is now Radar Certified.
4. CHP Report – No report.

E. LIAISON REPORTS

None

F. PRESENTATIONS

1. District Water Engineer Shobe – Update regarding the Water Meter Project.
District Water Engineer Shobe – Provided a PowerPoint presentation regarding the Water Meter Project. There was discussion regarding meter boxes, lids and the receivers.

G. BUSINESS AND ACTION ITEMS

1. Discussion and possible action to approve the Capacity Fee Charge Report for Fiscal Year 2016-2017. General Manager Davies – Provided the details regarding the Capacity Fee Charge Report for Fiscal Year 2016-2017. There was discussion regarding the total CIP Budget.

Public Comment Regarding:

- Total fund balance

General Manager Davies – Provided the total fund balance on collecting fees that we have so far is \$3,157,773.22.

Motion by: Director Pease to approve the Capacity Fee Charge Report for Fiscal Year 2016-2017.

Second by: Vice-President Graves

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

H. MANAGER'S REPORT

None

I. INFORMATIONAL ITEMS ONLY

None

J. DIRECTORS' REPORTS

1. Standing Committee Reports

- Director Pease – Parks and Landscape Committee Special meeting on September 13, 2017 – regarding repairs for the Front Entrance.
- Vice-President Graves – Water and Wastewater Committee meeting on September 21, 2017 – regarding the tour at Wastewater Treatment Plant No. 2 related to the UV Line and the Filtration Project,
- Director Mayer – East Contra Costa Fire Protection District meeting on October 2, 2017 regarding upcoming vote for the number of Board Members; election coming up in the next year (2018).
- President Leete – California Special District Association Annual Conference – very productive conference with finance seminars (financial dashboards),
- Director Pease – California Special District Association Annual Conference – many educational opportunities
- Director Mayer – California Special District Association Annual Conference – great ideas from other Districts
(Entire Board and General Manager attended)

2. Other Reportable Items – None.

K. GENERAL MANAGER'S REPORT

1. CPR Training for Staff – Held at the Community Center, Tuesday, October 17, 2017.

General Manager Davies – Provided details regarding the CPR Training for Staff.

Lion's Club Vice-President Bryon Gutow – Provided the details regarding the highlights of Summer Jam.

General Manager Davies – Outstanding event and our Parks and Recreation Assistant Monica Gallo was instrumental in planning and organizing the event.

Also, provided an explanation of the current Property Tax Bill; details of the charges for Wastewater and a Water Account Charge. There was discussion regarding the Property Tax Bill. The Board requested that the details be placed on our website along with sending out an Email Blast.

L. CORRESPONDENCE RECEIVED

1. Received East Contra Costa Fire Protection District meeting minutes for August 7, 2017.
2. Received Contra Costa County Department of Conservation and Development; Zoning Administrator for September 18, 2017.
3. Received Letter from Frank Visintin regarding Smart Meter Installation on September 15, 2017.

M. FUTURE AGENDA ITEMS

None

The regular meeting adjourned at 7:58 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 items O-1, O-2 and O-3.

O. CLOSED SESSION

1. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (One Potential Cases).
2. Conference with Legal Counsel—Existing Litigation pursuant to Government Code Section 54956.9(a).
Name of Case and Case Number: Hofmann Land Development v. Town of Discovery Bay Community Service District.
Contra Costa County Sup. Ct. No, C-13-00274
3. Conference with Legal Counsel—Existing Litigation pursuant to Government Code Section 54956.9(a).
Name of Case and Case Number: Town of Discovery Bay Community Service District v. Veolia Water West Operating Services Inc.
Contra Costa County Sup. Ct. No, C-15-00421

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1).

Legal Counsel Attebery – Reporting from Closed Session on items O-1, O-2, and O-3, there is no reportable action.

Q. ADJOURNMENT

1. The meeting adjourned at 8:40 p.m. to the next regular meeting of October 18, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 10-09-17

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