



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday October 7, 2015
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

Call business meeting to order – 7:00 p.m. by President Steele
Pledge of Allegiance – Led by President Steele
Roll Call – All Present

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

None

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Crime Prevention Specialist Fontenot – Provided the law enforcement report for the month of September. There was discussion between the Crime Prevention Specialist Fontenot and the Board.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay. There was discussion between Officer Thomas and the Board.

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update. There was discussion between Chief Henderson and the Board.

4. Supervisor Mary Piepho, District III Report

Lea Castleberry, Deputy Chief of Staff - Provided an update of several projects surrounding Discovery Bay.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report

Dewayne Steele – Provided an update

2. County Planning Commission Report

Dewayne Steele – Provided an update

3. Code Enforcement Report

4. Special Districts Report**

****These meetings are held Quarterly**

E. PRESENTATIONS

1. Emergency Preparedness Presentation for Elected Officials

General Manager Howard – Provided details of item E-1.

Emergency Preparedness Representative Patterson – Provided the additional details of item E-1. There was discussion between the Representative, the Board, and the General Manager.

F. 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 September 16, 2015
2. Approve Register of District Invoices

Motion by: Director Simon to approve the Consent Calendar

Second by: Vice-President Pease

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

G. BUSINESS AND ACTION ITEMS

1. Odyssey of the Mind Teams utilizing Community Center through March 2016

Odyssey of the Mind Teams Representative – Provided the details of item G-1. There was discussion between the Board and the General Manager.

Motion by: Vice-President Pease to authorize the usage of the Community Center for the Odyssey of the Mind Team; approval with that, the Team will build, purchase, and supply the labor for the Dog Park accessory items.

Second by: Director Simon

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

2. Award of Bid for the Wastewater Treatment Plant No. 2 Equipment Cover to McFadden in the amount of \$192,902.00

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

District Engineer Harris – Provided the additional details of item G-2. There was discussion between the District Engineer, the Board, and the General Manager.

Motion by: Vice-President Pease to authorize the award of bid for installation of the Equipment Cover at Plant No. 2, to McFadden Construction in the amount of \$192,902.00 with an allowance for 10% change orders; and authorize the General Manager to execute all contract documents

Second by: Director Graves

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

3. Recirculated Draft Environmental Impact Report/Environmental Impact Statement for the Bay Delta Conservation Plan/California WaterFix Comment Letter

General Manager Howard – Provided the details of item G-3.

Legal Counsel Attebery – Provided additional details of item G-3. There was discussion between the Board, the General Manager, and Legal Counsel.

Motion by: Vice-President Pease to send the letter to all Elected Officials/Districts, place in the paper and on our website.

Second by: Director Simon

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

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

1. District Financial Statement Report for the Period ending June 30, 2015

Finance Manager Breitstein – Provided an update for item H-1. There was discussion between the Board, the General Manager, and the Finance Manager.

2. Delta Seaweed Removal Update

General Manager Howard – Provided an update for item H-2. There was discussion between the General Manager, the Board, and Legal.

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Steele – Provided a report of the California Special District Association Conference in September.

J. MANAGER'S REPORT – Discussion and Possible Action

None

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

General Manager Howard – Schedule a special meeting – Classification and Compensation Study for a list of comparable agencies. The Board recommended that Staff meet with the Finance Committee on October 14, 2015 to make a recommendation of comparable agencies to bring back to the Board on October 21, 2015.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. **Finance** – Meet once last week and on Wednesday, October 7, 2015
2. **Communications**
3. **Parks and Recreation** – Meeting pushed out to Thursday, October 8, 2015
4. **Water and Wastewater** – No meeting in September due to the CSDA Conference – Vice-President Pease and Director Graves will meet after the regular meeting of October 7, 2015
5. **Waterways**

N. CORRESPONDENCE – Discussion and Possible Action

1. R - Central Contra Costa Sanitary District meeting minutes for July 20, 2015
2. R - East Contra Costa County Fire Protection District meeting minutes for August 3, 2015

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

Vice-President Pease – Hofmann Closed session item to be moved to December 2, 2015 meeting

Q. ADJOURNMENT

The meeting adjourned at 8:24 p.m. to the next regular meeting of October 21, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 10-12-15

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