



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Kevin Graves • Vice-President - Chris Steele • Director - Brian Dawson • Director - Mark Simon • Director - Ray Tetreault

(AMENDED) MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday October 5, 2011
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

The business meeting was called to order 7:00 p.m. President Graves led in the Pledge of Allegiance. Roll call was taken and all Directors were present.

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

Resident Don Flint – Commented on what the procedures are for the Public Comments.

Resident Michael Greggans – Commented on the power going out and problems with the notifications to residents.

Resident Jeff Barber – Commented on the Notice of Recall to Vice-President Dawson.

President Graves – Stated that item G. PRESIDENT REPORT AND DIRECTORS' COMMENTS – has been moved to this location.

PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Dawson – Announced his resignation as Vice-President of the Town of Discovery Bay CSD Board immediately.

Resident Don Flint Commented on Item G.

C. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT

Lieutenant Alan Johnson – Provided the law enforcement details for the month of September.

There was discussion between the Board, Lieutenant Alan Johnson and the Public.

Resident Jeff Barber and Resident Pat Richardson commented on Item C-1.

2. CHP REPORT – No Report

3. FIRE DISTRICT REPORT

Chief Burris – Provided his report and the details for the month of September.

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT

President Graves – Stated that there was a meeting on Monday, October 3, 2011, however, because of a scheduling conflict, was unable to attend. Therefore, does not have a report.

5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

Karyn Cornell – Provided an update on the Vasco Road Improvement Project. Also, provided information in regards to "Fire Protection Week", and would like to ask the Public to become educated on fire protection.

There was discussion between Karyn Cornell and the public.

Resident Jeff Barber and Resident Pat Richardson commented on Item C-5.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report - No Report

3. Code Enforcement Report - Cancelled

4. Special Districts Report** - No Report

**These meetings are held Quarterly

E. 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. Minutes of previous Regular meeting dated September 21, 2011
2. District Invoices
3. Orin Allen Youth Rehabilitation Facility (Byron Boy's Ranch)
4. Annual Conference of the California Special District Association (CSDA)

Motion made – by Director Simon to approve the Consent Calendar and seconded by Director Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

F. NEW BUSINESS AND ACTION ITEMS

1. **Raise Sewer Manholes and Water Valve Covers on Various Streets within Discovery Bay**

General Manager Howard – Provided the details of the Agenda Item.

There was discussion between the General Manager, the Board, and the Public.

Resident Michael Greggans and Resident Rich Kier commented on F-1.

Motion made - by Director Tetreault to accept JW Backhoe's bid of \$18,950.00 for this project and seconded by Director Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

2. **Discuss and possible action on options for the holiday display at the main entrances to Discovery Bay (Highway 4 & Discovery Bay Boulevard and Highway 4 and Bixler Road)**

Parks and Landscape Manager Perez – Provided slides of the different options for decorating the main entrances.

There was discussion between the Parks and Landscape Manager, the General Manager, the Board, and the Public.

Resident Pat Richardson, Resident Michael Greggans, Resident Jeff Barber, and Gaylin Zeigler commented on Item F-2.

Motion made – by Director Tetreault to take Item 1 – as the previous year and seconded by Director Simon. Motion failed by the following vote: AYES: 2 – Director Simon and Director Tetreault, NOES: 3 - President Graves, Director Dawson, and Director Steele.

Motion made – by Director Steele to select Item 1 and Item 9a and 9b and seconded by Director Dawson.

Motion withdrawn – by Director Steele and seconded by Director Dawson.

Motion made – by Director Steele to approve Item 1 and Item 7 options and seconded by Director Dawson.

Motion carried by the following vote: AYES: 3 – President Graves, Director Dawson, and Director Steele, NOES: 2- Director Simon and Director Tetreault.

3. **Discussion and direction regarding possible location for a future dog park**

Parks and Landscape Manager Perez – Provided the details of the Agenda Item.

There was discussion between the Parks and Landscape Manager, the General Manager, the Board, and the Public.

Resident Brad Young, Resident Gaylin Zeigler, Resident Karen Murphy, and another Resident (name unknown) commented on Item F-3.

Motion made – by Director Dawson to have the Parks and Landscape Manager provide three (3) concepts from the concepts advised and not to exceed \$4,800.

Motion withdrawn – by Director Dawson.

The discussion continued on between the Parks and Landscape Manager and the Board.

Motion made – by Director Dawson to direct Staff to bring back two (2) concepts as directed, excluding Cornell Park and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

4. **Approve and Accept the contract work performed by Community Playgrounds for the construction and completion of the Cornell Park Play Area Renovation, Phase II Project and direct Staff to record "Notice of Completion" with the Contra Costa County Recorder's Office**

Parks and Landscape Manager Perez – Provided the details of the Agenda item.

Motion made – by Director Simon to accept the contract work performed by Community Playgrounds for the construction and completion of the Cornell Park Play Area Renovation, Phase II Project and seconded by Director Tetreault.

Motion amended – by Director Simon to include the "Notice of Completion" and seconded by Director Tetreault.

Motion carried by the following vote: AYES: 5, NOES: 0.

5. **Staff Direction regarding real property for sale 10+/- acres – APN 008-200-014 and 008-200-011 (Discovery Bay Athletic Club site)**

General Manager Howard – Provided the details of the Agenda Item.

There was discussion between the General Manager, the Board, and the Public.

Resident Gaylin Zeigler, Resident Pat Richardson, Resident William Richardson, Resident Jeff Barber, and Resident Michael Greggans commented on Item F-5.

G. PRESIDENT REPORT AND DIRECTORS' COMMENTS

This section has been moved to the location – before C. AREA AGENCIES REPORTS / PRESENTATION

H. MANAGER'S REPORT

None

I. GENERAL MANAGER'S REPORT

General Manager Howard – Introduced the new Finance Manager, Dina Breitstein.

A resident requested a copy of the 10 year Sewer Study and General Manager Howard stated that upon review of the study, it will be posted to the Town of Discovery Bay CSD's Website.

There was discussion between the General Manager and the public.

Resident Rich Kier commented on Item I.

J. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – Provided the details of the Special Meeting that was held October 5, 2011 at 6:00 p.m.

There were two (2) items in Closed Session, conference with Legal Counsel. All five (5) Board Members were present during the duration of the Closed Session. The Board unanimously directed Legal Counsel to respond to both

of the items. Regarding Item one (1) – Demand to Cure – Letter dated September 5, 2011 Response – No violation.

Regarding Item two (2) – Demand to Cure – Email dated September 15, 2011 Response – Item is untimely.

K. COMMITTEE UPDATES

None

L. CORRESPONDENCE – Discussion and Possible Action

1. R – Letter from United States Postal Service regarding the Area Mail Processing Study (AMP) dated September 15, 2011.

2. R – Contra Costa Special Districts Association Minutes for July 18, 2011

M. PUBLIC RECORD REQUESTS RECEIVED

1. Request from William Richardson – Medical Benefits and/or Ancillary Coverage's – Request Date September 22, 2011

2. Request from William Richardson – Topic: September 21, 2011 Board Meeting – Request Date September 26, 2011

3. Request from Mark Doran – Advisory Council Reimbursements – Request Date September 28, 2011

N. FUTURE AGENDA ITEMS

Resident Pat Richardson – Report on the Wetlands.

Director Dawson – Internship more than a pilot program.

O. ADJOURNMENT

Motion made - by Director Dawson to adjourn the Regular Meeting and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

The meeting adjourned at 8:44 p.m. to the next regular meeting on October 19, 2011 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

For the Audio of this meeting please visit our Website at
<http://www.todb.ca.gov/content/2011-agendas-and-minutes/>

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