



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY CSD
Wednesday November 7, 2012
REGULAR MEETING 7:00 P.M.
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

Call business meeting to order – 7:00 p.m. by President Steele

Pledge of Allegiance – Led by President Steele

Roll Call – All present with the exception of Director Tetreault

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

There were two Public Comment Speakers

C. PRESENTATIONS

None

D. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT

Lieutenant Alan Johnson – Provided the law enforcement report for the month of October. There was discussion between the General Manager, the Board and Lieutenant Johnson.

2. CHP REPORT

Officer Brewer – Introduced himself and provided an update of the services to the Town of Discovery Bay. There was discussion between the Board and Officer Brewer.

3. FIRE DISTRICT REPORT

Chief Burris – Provided his report and the details for the month of October. There was discussion between the Board and Chief Burris.

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT – No report

5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

President Steele – Stated that Karyn Cornell was not able to attend and he provided an update on several projects surrounding Discovery Bay.

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report – No Report**

***These meetings are held Quarterly*

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. DRAFT Minutes of previous Regular meeting dated October 17, 2012

2. DRAFT Minutes of previous Special meeting dated October 30, 2012

3. Approve Register of District Invoices

4. Accept District Financial Report

5. Adopt and Approve Resolution No. 2012-27 for the Conflict of Interest Code Amendment for 2012
6. Approval of Notice of Exemption (CEQA) for Cornell Park Lighting Replacement Project
7. Approval of Notice of Exemption (CEQA) for Cornell Park Pickle Ball Courts Installation Project
8. Authorize purchase and replacement of Cornell Park Entry Sign

Motion by: Vice-President Graves to accept the Consent Calendar

Second by: Director Simon

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0 ABSENT: 1 – Director Tetreault

G. PUBLIC HEARING to Consider the Following

1. Rescind Resolution 2012-23 of the Town of Discovery Bay CSD amending Capacity Charge Fee Program (“Capacity Fee”) and Adopting Resolution No. 2012-28 amending Capacity Charge Fee Program

President Steele – Opened the Public Hearing

General Manager Howard – Provided details of item G-1. There was discussion between the Board and the General Manager. There was one Public Comment Speaker.

President Steele – Closed the Public Hearing

General Manager Howard – Provided additional information regarding item G-1

Motion by: Director Simon to rescind Resolution No. 2012-23 and adopt Resolution No. 2012-28 amending Capacity Charge Fee Program

Second by: Director Mattison

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

H. NEW BUSINESS AND ACTION ITEMS

1. **Approve and Adopt Resolution No. 2012-29 Establishing a Revolving Fund Pursuant to Government Code §53952**

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

Motion by: Vice-President Graves to rescind Resolution No. 2004-08 and adopt Resolution No. 2012-29 Establishing a Revolving Fund Pursuant to Government Code §53952

Second by: Director Simon

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

2. **Purchase of the 4th UV module and programming upgrades for the Trojan Ultra Violet (UV) 3000 System**

General Manager Howard – Provided details of item H-2. There was one Public Comment Speaker.

Motion by: Vice-President Graves to authorize the purchase of the Trojan UV3000 module not to exceed including all cost of \$148,134.33

Second by: Director Mattison

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

3. **Earth Day 2013 Project – Blue Star Memorial and Garden, Slifer Park**

General Manager Howard – Provided details of item H-3.

Parks and Landscape Manager – Provided additional details of item H-3. There was discussion between the Parks and Landscape Manager and the Board.

Motion by: Vice-President Graves to authorize staff to proceed with the Earth Day Blue Star Memorial Project with a budget not to exceed \$15,000.00

Second by: Director Simon

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

4. **Acquisition of the Discovery Bay Athletic Club site and ongoing Facility Operational Considerations**

General Manager Howard – Provided details of item H-4. There was discussion between the General Manager and the Board. There were two Public Comment Speakers. The discussion continued between the General Manager and the Public.

Motion by: Director Mattison to allow staff to continue to gather the information and numbers and bring back to the Board at a time in the future with more information of what can be done with the Athletic Club.

Second by: Vice-President Graves

Vote: Motion Carried: AYES: 4 – President Steele, Vice-President Graves, Director Mattison, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided his report and details of the Byron Union School District meeting dated October 18, 2012.

President Steele – Provided his report and details of the Byron Union School District meeting dated November 1, 2012.

J. MANAGER'S REPORT

None

K. GENERAL MANAGER'S REPORT

General Manager Howard – Stated that Staff has been supporting the Timber Point Mulch Garden Project. The next Board meeting dated November 21, 2012 will be cancelled and the next Board meeting will be December 5, 2012. The electronic sign board has been received and Staff is in the process of making operational.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. COMMITTEE UPDATES

None

N. CORRESPONDENCE – Discussion and Possible Action

1. R – DRAFT East County Water Management Association Governing Board Representatives meeting report dated May 24, 2012
2. R – Discovery Bay P-6 Zone Citizen Advisory Committee meeting minutes dated June 18, 2012
3. R – Byron Municipal Advisory Council meeting minutes dated August 16, 2012

O. PUBLIC RECORD REQUESTS RECEIVED

1. Request from Talley – Community Center Survey Results – Request date October 12, 2012

P. FUTURE AGENDA ITEMS

1. Large Water User Report
2. Landscape Master Plan 2013-2014

Q. ADJOURNMENT

The meeting adjourned at 8:35 p.m. to the next regular meeting on December 5, 2012 starting at 7:00 p.m. at 1800 Willow Lake Road

//cmc – 11.15.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>