



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 May 16, 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 – 7:20 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. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Simon – Provided his report and details of the Budget Review Committee meeting dated May 9, 2012
Vice-President Graves – Provided his report and details of the East Contra Costa Fire Protection District meeting dated May 7, 2012 and the Contra Costa Aviation meeting dated May 10, 2012.

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 Special meeting dated May 2, 2012
2. Minutes of previous Regular meeting dated May 2, 2012
3. District Invoices
4. District Financials

Motion by: Director Simon to approve the Consent Calendar

Second: Director Tetreault

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

F. NEW BUSINESS AND ACTION ITEMS

1. Appointment of Board Members to District Representative Committee Positions

General Manager Howard – Provided the details of Item F-1

President Steele – Thanked Director Tetreault for his efforts on the Community Center

Motion by: Director Tetreault to appoint Director Mattison to take the place as the secondary on the Community Center Committee

Second: Director Simon

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

2. Approve and Adopt Resolution 2012-09, Direction to HERWIT Engineering to prepare 2012-2013 annual assessment report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9

General Manager Howard – Provided the details of Item F-2

Motion by: Director Tetreault to approve and adopt Resolution 2012-09 and direct HERWIT Engineering to prepare their report

Second: Director Simon

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

3. Consideration of the FY 2010-11 "Draft" Audit

General Manager Howard – Provided the details of Item F-3. General Manager Howard also introduced Pauline Sanguinetti and Mark Croce from Croce & Company Accountancy Corporation.

Pauline Sanguinetti – Provided additional details of the FY 2010-11 DRAFT Audit

There was discussion between the Board, the General Manager, and Pauline Sanguinetti

Mark Croce – Provided details of the DRAFT correspondence required communication to the Board of Directors regarding the Audit.

Motion by: Vice-President Graves – Framed by Legal Counsel Schroeder to direct the Auditor that there are no comments or suggestions from the Board and direct the Auditor to issue the final report

Second: Director Tetreault

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

4. Authorize payment to the California Regional Water Quality Control Board (CRWQCB) pursuant to an Administrative Civil Liability imposed by the State in the amount of \$241,000.00

General Manager Howard – Provided the details of Item F-4

Motion by: Vice-President Graves to authorize payment of the Administrative Civil Liability fee that has been imposed on us by the California Regional Water Quality Control Board

Second: Director Mattison

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

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details of the April 2012 Monthly Operations Report. Project Manager Berney Sadler provided material removed from the water that is later used as fertilizer and also provided a calcified grease type of material, from the sewer line.

There was a discussion between the Board and Project Manager Berney Sadler.

H. MANAGER'S REPORTS

1. SSMP – DRAFT

General Manager Howard – Informed the Board that Staff is working towards the deadline for the Sewer System Management Plan (SSMP) of June 9, 2012. The document is essentially complete, going through final drafts and revisions and will be bringing to the next Board meeting of June 6, 2012.

Water and Wastewater Manager Koehne – Provided and update on the theft that happened last Thursday, May 10, 2012 at Water Treatment Plant #2, provided slides of the Dewatering and Solar Dryer #3 Project, and provided an update on the Salinity Study.

There was a discussion between the Board, the General Manager, and the Water and Wastewater Manager

I. GENERAL MANAGER'S REPORT

None

J. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – Introduced his summer intern from UC Davis, Salwa Haddad

K. COMMITTEE UPDATES

1. Minutes of previous FY 2012-13 Budget Review Committee meeting dated April 25, 2012

L. CORRESPONDENCE-Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting minutes dated March 8, 2012
2. R – East Contra Costa Fire Protection District meeting minutes dated April 2, 2012
3. S – Letter to William Nelson, Principal Planner regarding Carvalho Property, Community Center Condition of Approval (C.O.A.)
4. S – Letter to William Nelson, Principal Planner regarding County File Number DP12-3009 (Hofmann Land Development Co. /Modify Lot Line Configuration – Discovery Bay West – Lakes Unit 10, Tract 8828)
5. S – Letter to Gary Kupp regarding County File Number LP12-2034 (Vernon & Vera Thomas/AT&T Wireless)
6. R – Transplan Committee meeting minutes dated April 12, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

Director Simon – Update on increase of Hookup fees and report on Large Water users

O. ADJOURNMENT

The meeting adjourned at 8:21 p.m. to the next Regular meeting of June 6, 2012 starting at 7:00 p.m. at 1800 Willow Lake Road.

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

//cmc – 05.21.12