



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Gold-Level of Governance

President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday August 7, 2019

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 Mayer.
2. Pledge of Allegiance – Led by Vice-President Pease.
3. Roll Call – All Present.

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

Public Comment Regarding:

- Cornell Park conditions; mosquitos, restrooms, and standing water.

Staff will follow up.

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 July 17, 2019.
2. Approve Register of District Invoices.
3. Approve Installation of the American Heroes Tribute Banners which honor U.S. Military Personnel that have given their lives in the war on terror in Iraq and Afghanistan, and their families, through remembrance.

Motion by: Vice-President Pease to approve the Consent Calendar.

Second by: Director Leete.

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report – No Report – moved to the August 21, 2019 Board meeting.
2. Sheriff's Office Report Crime Prevention Specialists Fontenot – Provided the details of the Sheriff Report regarding the reported activity for the month; property crimes increased, move into new office (Delta Station).
3. CHP Report - Officer Thomas provided an update for the month; citations and August 20, 2019 enforcement team in Discovery Bay. There was discussion regarding the delineators located at Highway 4 and Discovery Bay Boulevard.
4. East Contra Costa Fire Protection District Report – No Report – moved to the August 21, 2019 Board meeting.

E. LIAISON REPORTS

None.

F. PRESENTATIONS

None.

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Approve the Notice of Completion and Final Payment for Newport Water Treatment Plant PLC and SCADA System Upgrades.

District Water Engineer Shobe – Provided the details regarding the Notice of Completion for the Newport Water Treatment Plant PLC and SCADA System Upgrades.

Motion by: Vice-President Pease to approve the Notice of Completion and authorize the General Manager to release final payments to the Contractor, ICAD Lighthouse Electric, Inc.

Second by: Director Graves.

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

2. Discussion and Possible Action to Choose a Procedure Which the Town Shall Pursue to Acquire Ownership of the Sanitary Sewer Facilities Serving Tract 6274 of the Harbor Bay Condominiums Community.

Director Graves – Recused himself from the discussion.

Legal Counsel Pinasco – Provided a background and the details regarding a procedure which the Town shall pursue to acquire ownership of the Sanitary Sewer Facilities Serving Tract 6274 of the Harbor Bay Condominiums Community.

Legal Counsel Pinasco – Requesting direction from the Board. There was discussion regarding the risks of the options. The discussion continued regarding the methods.

Motion by: Vice-President Pease to pursue Method #1 to acquire ownership of the sanitary sewer facilities serving Tract 6274 of the Harbor Bay Condominiums Community and delegate authority to the Town's General Manager to execute an Offer of Dedication Agreement upon receipt of legal opinion from Harbor Bay Condominiums Association demonstrating authority to make dedication.

Second by: Director Leete.

Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Leete, Director Gutow, NOES: 0, ABSTAIN: Director Graves.

3. Discussion and Possible Action to Award a Contract to Pacific Display for Installation and Programming of RGB Lighting for the Front Entrance to the Town of Discovery Bay Located at Highway 4 and Discovery Bay Boulevard.

General Manager Davies – Provided the details regarding the installation and programming of the front entrance lighting, and also provided an image of how the lighting will look. There was discussion regarding the budget for the project and the existing flood lights.

Motion by: Vice-President Pease to authorize the General Manager to award a contract and issue a Notice to Proceed for the Installation and Programming by Pacific Display for the RGB Lighting for the Front Entrance in an amount not to exceed \$15,110.23.

Second by: Director Leete.

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

There was discussion confirming that the electrical connections of the flood lights are in good shape.

4. Discussion and Possible Action Regarding Submittal of Comments to the Preliminary DRAFT of the Town's Proposed NPDES Permit Renewal.

District Engineer Harris – Provided the details regarding the NPDES (National Pollution Discharge Elimination System) Permit Renewal; administrated by the State and to be renewed every 5 years. There was discussion regarding the RWQCB comments, pretreatment system and the expense.

Motion by: Director Graves to submit comments to Regional Water Quality Control Board for the NPDES Permit No. CA0078590.

Second by: Director Leete.

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

5. Discussion and Possible Action Regarding Approval of Overnight Camping Request for "Delta Sun Times/Odyssey of the Mind" Event at Cornell Park on October 12-13, 2019, and Consider Waiver of Park Rental Fee for Event.

Recreation Programs Supervisor Kaiser – Provided the details regarding the approval of the Overnight Camping Request for "Delta Sun Times/Odyssey of the Mind" Event at Cornell Park on October 12-13, 2019, and Consider Waiver of Park Rental Fee for Event. There was discussion regarding other locations for the event; Slifer Park and the Community Center.

Public Comment Regarding:

- Overnight Camping at Cornell Park; notify the residents, permits, sponsors.

There was discussion regarding the number of participants, other locations for the event, and Port-a-Potties. Pickle-Ball has an event at Cornell Park on the same weekend and there may be issues with parking. The

discussion continued regarding parking at Cornell Park, the number of participants, and having the event at other locations.

Motion by: Director Leete to approve an overnight camping event for the “Delta Sun Times/Odyssey of the Mind” at Cornell Park on October 12, 2019 and October 13, 2019, with 500 participants, 6 Port-a-Potties, addition of free advertising by Delta Sun Times, and approve the waiver of the fee.

Second by: Director Graves.

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

H. MANAGER’S REPORT

None.

I. DIRECTORS’ REPORTS

1. Standing Committee Reports.

- a. Finance Committee (Committee Members Robert Leete and Bill Mayer) August 7, 2019 – Director Leete provided the details regarding the Finance Committee meeting; audit (keeping the same firm and rotating auditors), Well 8, and reimbursement resolution for Denitrification Project and future financing.
- b. Internal Operations Committee (Committee Members Kevin Graves and Robert Leete)

August 7, 2019 – Director Leete provided the details regarding the Internal Operations Committee meeting; Electronic Message Board Policy and new State OSHA requirement (air quality for workers), and the new Water Shut-Off Law (effective February 2020).

- c. Water and Wastewater Committee (Committee Members Bill Pease and Bill Mayer) August 7, 2019 – Vice-President Pease provided the details regarding the Water and Wastewater Committee meeting; Notice of Completion and Final Payment for Newport Water Treatment Plant PLC and SCADA System Upgrades, Harbor Bay HOA, Well 8 locations. Diffuser Project and the Master Plan Update.

2. Other Reportable Items – None.

J. GENERAL MANAGER’S REPORT

General Manager Davies – Introduced the new Project Manager Mike Yeraka.

1. Update regarding the Bot Dots – Highway 4 and Discovery Bay Boulevard.

General Manager Davies – Provided an update regarding the bot dots; credit Assemblymember Jim Frazier for increasing the importance of the project.

2. Update regarding the License Plate Readers.

General Manager Davies – Provided an update regarding the license plate readers; purchased and programmed, and issue with Cal Trans within the cost of the project; possible completion of October 2020.

3. Update regarding the Electronic Message Board.

General Manager Davies – Provided an update regarding the Electronic Message Board; some delay with Verizon.

K. CORRESPONDENCE RECEIVED (Information Only)

- 1. Received – Byron Municipal Advisory Council (MAS) meeting minutes for June 25, 2019.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

- 1. The meeting adjourned at 8:17 p.m. to the next regular meeting of August 21, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 08-14-19

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