



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-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 November 6, 2019  
REGULAR MEETING 7:00 P.M.**

**Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://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 President Mayer.
3. Roll Call – All present with the exception of Director Leete.

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

None.

**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 a Correction to the October 2, 2019 Board Meeting Minutes, Item G1, to Change President Mayer's "AYES" vote to a "NOES" vote.
2. Approve DRAFT minutes of regular meeting for October 16, 2019.
3. Approve Register of District Invoices.  
Motion by: Vice-President Pease to approve the Consent Calendar.  
Second by: Director Graves.  
Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

**D. AREA AGENCIES REPORTS / PRESENTATION**

1. Senior District Representative, East Contra Costa County, State Senator Steven M. Glazer (SD-7), Susannah Meyer – Introduction.  
Senior District Representative Susannah Meyer – Introduced herself, congratulated the Board for the SDLF Platinum-Level of Governance, and is available for support or communications to State Senator Steven M. Glazer for the area of Discovery Bay.
2. Supervisor Diane Burgis, District III Report – No report.
3. Sheriff's Office Report – Crime Prevention Specialist Tony Fontenot – Provided the details of the Sheriff Report for calls of service for property crime and traffic, and an update regarding the cameras. Also provided an update regarding the November 7, 2019 Pledge Day at the school, one day training event on November 21, 2019 at the Boardwalk, and November 22, 2019 coffee with a cop at Starbucks.
4. CHP Report – Officer Thomas provided an update for the month of October regarding DUI's, arrest for stolen property, and citations. Also provided update regarding the tentative date of November 19, 2019 for the Multi-Jurisdiction Event. There was discussion regarding a violation/ticket near the Discovery Bay Front Entrance delineators (\$250 base fee).

5. East Contra Costa Fire Protection District Report – Battalion Chief Ross Macumber provided an update regarding September and October calls for Discovery Bay. Also provided an update regarding the ECCFPD handout for feedback, November 30, 2019 coffee with the Chief at the Streets of Brentwood Starbucks from 9:00 a.m. to 11:00 a.m., hired new Fire District 8s (student worker), and the new Fire Engines (3). There was discussion regarding the number of miles on the existing Fire Engines (approximately 150,000 to 180,000).

**E. LIAISON REPORTS**

None.

**F. PRESENTATIONS**

None.

**G. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action to Authorize Expenditures for Water Pipeline Replacement at Willow Lake Court and Laguna Court Underwater Lake Crossing.  
Projects Manager Yeraka – Provided the details regarding the Willow Lake Water Line replacement project options and costs;
  - OPTION A: Cured In Place Pipe Liner (CIPP) – Phase I and Phase II – drawback is the cost for investigation (\$28,500).
  - OPTION B: Horizontal Directional Drilling (HDD) – drawback is the length of time for permitting.The recommendation is Option B. There was discussion regarding the water line replacement, the flow rate, and the permit process, emergency replacement or not, minimum day requirements, age of the pipes, the redundancy, and replacement of a new pipe is a better decision,  
Motion by: Director Graves to accept Option B Horizontal Directional Drilling (HDD).  
Second by: Vice-President Pease.  
Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.  
Legal Counsel Pinasco – Clarified the motion; move forward with Option B and to delegate the authority to the General Manager to execute any contracts necessary for replacement of the water pipeline crossing between Willow Lake Court and Laguna Court.  
Amended Motion by: Director Graves to move forward with Option B and to delegate the authority to the General Manager to execute any contracts necessary for replacement of the water pipeline crossing between Willow Lake Court and Laguna Court.  
Amended Second by: Vice-President Pease.  
Legal Counsel Pinasco – Stated to include in the motion; the General Manager would be following any of the procedures set forth within the Districts Policy.  
Amended Motion by: Director Graves.  
Amended Second by: Vice-President Pease.
2. Discussion and Possible Action Regarding Approving the Scope of Work with Lechowicz & Tseng Municipal Consultants for the Water and Wastewater Rate Study.  
Assistant General Manager Breitstein – Provided the details regarding the scope of work for the Water and Wastewater Rate Study.  
There was discussion regarding the length of time for the completion of the study.  
Motion by: Director Graves to authorize the General Manager to enter into a contract with Lechowicz & Tseng Municipal Consultants to conduct the Water and Wastewater Rate Studies in an amount not to exceed \$25,000.00.  
Second by: Vice-President Pease.  
Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

**H. MANAGER'S REPORT**

Finance Manager Julie Carter – Introduced herself and provided a background of her previous jobs.

**I. DIRECTORS' REPORTS**

**1. Standing Committee Reports.**

- a. Communications Committee Meeting (Committee Members Bill Pease and Bryon Gutow) November 6, 2019.

Director Gutow provided an update regarding the Communications meeting related to Google Analytics and the message board (update will be brought back to the next meeting).

- b. Parks and Recreation Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) November 6, 2019.

Director Graves provided an update regarding the progress of the Dog Park and the carpet replacement.

- c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer) November 6, 2019.

Vice-President Pease provided an update regarding the authorization of the Water Pipeline Replacement at Willow Lake Court and Laguna Court Underwater Lake Crossing, the Rate Study, and the Wastewater Master Plan costs and timeframe.

**2. Other Reportable Items – None.**

**J. GENERAL MANAGER'S REPORT**

General Manager Davies – Provided an update regarding the Community Center Pool (drawings and equipment layout complete), Terracon hopes to have the drawings in County plan check in a few weeks. Also provided an update regarding the attendance of the Water Board meeting in Rancho Cordova regarding the NPDES Permit limit for ammonia; General Manager Davies, Project Manager Sadler, and District Engineer Harris will be attending.

**K. CORRESPONDENCE RECEIVED (Information Only)**

1. Contra Costa Special Districts Association meeting minutes for July 15, 2019.
2. East Contra Costa Fire Protection District meeting minutes for August 19, 2019.
3. Byron Municipal Advisory Council meeting minutes for September 24, 2019.

**L. FUTURE AGENDA ITEMS**

None.

**M. ADJOURNMENT**

1. The meeting adjourned at 7:36 p.m. to the next regular meeting of November 20, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-11-19

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