



# 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 December 4, 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 Director Gutow.
3. Roll Call – All Present.

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

Public Comment Regarding;

- Information related to requesting Resolutions for the next Board and PFA Agendas.

**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 November 20, 2019.
2. Approve Register of District Invoices.
3. Approve Cancellation of Regular Board Meeting on January 1, 2020.
4. Approve Board and Management Attendance at the 2020 Annual State of the Town Event.
5. Approve Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club and a Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Community Foundation.

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.
2. Sheriff's Office Report – Provided an update for the month of November; burglaries and theft of the Front Entrance Lights.
3. CHP Report – Officer Thomas provided an update for the month of November; arrests, DUI, and citations. There was discussion regarding the delineators.
4. East Contra Costa Fire Protection District Report - Battalion Chief Ross Macumber provided an update regarding the number of calls, end of Fire Season (December 9, 2019), listening Campaign, and the event Santa at the Station (December 15, 2019 at Station 52 in Brentwood 10am to 1pm).

**E. LIAISON REPORTS**

No Report.

**F. PRESENTATIONS**

None.

**G. BUSINESS AND ACTION ITEM**

1. Discussion and Possible Action Regarding Emergency Repairs to Broken Willow Lake Waterline and Approve Resolution No. 2019-11, Declaring Emergency Repair of the Waterline, Adopting a CEQA Exemption, Approving the Project and Directing Filing of the Notice of Exemption.

General Manager Davies – Provided details regarding the broken water pipe underneath Willow Lake, fire flow issue, emergency situation and that the pipe is in need of being repaired immediately.

Public Comment Regarding;

- A different process of repair for the broken water pipe underneath Willow Lake.

Projects Manager Yeraka – Provided additional details regarding the process for emergency repair of the broken water pipe underneath Willow Lake.

Motion by: Vice-President Pease to adopt Resolution 2019-11 and authorize the General Manager to execute any and all contracts and documents necessary to carry out the project including expenditures of up to \$253,000 to replace the broken 8-inch waterline with a new 8-inch waterline utilizing Horizontal Directional Drilling.

Second by: Director Graves.

There was discussion regarding the estimated timeframe for repair (two months).

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

**H. MANAGER'S REPORT**

None.

**I. DIRECTORS' REPORTS**

1. Standing Committee Reports.

- a. Finance Committee Meeting (Committee Members Robert Leete and Bill Mayer)  
December 4, 2019 – Director Leete provided details of the Finance Committee meeting regarding the preliminary financing for the Denitrification Project and moving the Treasury responsibility from Contra Costa County to Town of Discovery Bay.
- b. Internal Operations Committee Meeting (Committee Members Robert Leete and Kevin Graves)  
December 4, 2019 – Director Leete provided details of the Internal Operations Committee meeting regarding the Holiday schedule, Board meeting in January, and the Storage Space Lease agreements.
- c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer)  
December 4, 2019 – Vice-President Pease provided details of the Water and Wastewater Committee meeting regarding the Emergency broken water pipe underneath Willow Lake and the Asset Management Plan.

Director Graves – Commented and thanked Frank Visintin on expressing his opinion.

2. Other Reportable Items – None.

**J. GENERAL MANAGER'S REPORT**

General Manager Davies – Provided details regarding Channel 3 news report related to the stolen front entrance lights, and Discovery Bay resident, Frank Morgan, stepped up to donate temporary replacement lights for the Holiday Season.

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

1. Contra Costa County Byron Municipal Advisory Council meeting minutes for September 24, 2019.

**L. FUTURE AGENDA ITEMS**

None.

**M. ADJOURNMENT**

1. The meeting adjourned at 7:19 p.m. to the next regular meeting of December 18, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 12-06-19

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