



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday January 4, 2017
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. – 7:00 p.m. by President Leete
2. Pledge of Allegiance – Led by Vice-President Leete
3. Roll Call – All Present

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

There was one Public Comment speaker regarding speeding and other traffic issues. The resident asked if the Board had received the results of the traffic surveys done after the meeting with Monish Sen, Traffic Section of Contra Costa County Public Works. President Leete advised that the Board has not received the findings of the surveys.

C. BUSINESS AND ACTION ITEMS:

1. Nominate & Appoint District Board Positions for the 2017 Calendar Year
General Manager Davies - gave details of the Board positions for 2017. Newly seated Board President presented an award to former Board President Bill Pease.
2. Consider whether to include the water meter project within the bond financing scheduled for 2017; and if not, Consider adopting Resolution 2016-25 approving proceedings to finance improvements to the District's municipal wastewater system, approving the issuance of wastewater revenue bonds by the Discovery Bay PFA, and approving related documents and actions.
General Manager Davies – Introduced and provided background regarding the bond information.
Interim General Manager Kutsuris – Gave a presentation outlining various options of bond financing which could be considered for 2017.
There was discussion between the Board and Interim General Manager Kutsuris regarding the details.
There was one public comment.
Director Mayer asked if there would be an option for the homeowner to pay the water meter fee upfront to avoid finance costs. The Board members expressed information on easing the financial burden on homeowners and use of the reserve. They asked questions about options provided; water rates that were approved.
Legal Counsel – Indicated that Legal Counsel needs time to review the process used if the Board plans to place the charge on the property tax bills.
Interim General Manager Kutsuris – Provided more information regarding current property tax billing.
Motion by: Director Pease to approve Option 2 of the Project Billing Options: Ten-year payback - with interest with the option to pay off the cost of the water meter if the customer wishes and to bring the final Resolution back to the next Regular Board meeting on January 18, 2017.
Second by: Director Mayer
Vote: Motion Carried – AYES: 3, NOES: 2 (Vice-President Graves and Director Steele)

D. AREA AGENCIES REPORTS / PRESENTATION

1. Sheriff's Office Report - Crime Prevention Specialist Fontenot - Provided the law enforcement report for the month December.
2. CHP Report – No Report

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. Approval of regular meeting minutes December 21, 2016
2. Approve Register of District Invoices

Motion by: Director Pease to approve the Consent Calendar

Second by: Vice-President Graves

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

G. BUSINESS AND ACTION ITEMS

None

H. MANAGER'S REPORT – Discussion and Possible Action

None

I. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

J. PRESENTATIONS

None

K. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves recognized Director Pease for his leadership during the last year.

L. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. General Manager Davies - Provided information on wind damage that occurred at the Wastewater Treatment Plant #2 Solar Dryer "B" on January 3rd.
Project Manager Sadler provided additional details on the damage.
2. General Manager Davies – provided information on the Water Meter Installation Completion Project noting that the contract with J W Backhoe was signed and the Notice to Proceed was to be issued this week. Pre-work will start Monday while we are in the notice stage to our residents. We are drafting letters and door hangers and scheduling workshops with a planned project start date of January 30th.

M. DISTRICT LEGAL COUNSEL REPORT

None

N. SUB-COMMITTEE UPDATES – Discussion and Possible Action

None

O. CORRESPONDENCE – Discussion and Possible Action

None

P. PUBLIC RECORD REQUESTS RECEIVED

None

Q. FUTURE AGENDA ITEMS

None

R. ADJOURNMENT

The meeting adjourned at 7:43 p.m. to the next regular meeting of January 18, 2017 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.