



TOWN OF DISCOVERY BAY CSD

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Board Members

President-Ray Tetreault	raytetreault@comcast.net
Vice President-Mark Simon	marsi1950@yahoo.com
Treasurer-Dave Dove	ddove@sbcglobal.net
Director-David Piepho	DApiepho@sbcglobal.net
Director-Shannon Murphy-Teixeira	smt@politician.com

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY CSD

June 17, 2009

1800 Willow Lake Road, Discovery Bay, California

Website address: www.townofdiscoverybay.org

REGULAR MEETING at 7:00p.m.

A. ROLL CALL

President Tetreault called the meeting to order at 7:00p.m. He then led in the Pledge of Allegiance. General Manager Koehne called roll, all directors were present.

B. Report on Closed Sessions held at Special Meeting at 6:00pm, June 17, 2009

Legal Counsel Stovall reported that all board members were present for the Closed Session. He stated that there were two items, one was a performance evaluation and the other was a conference with legal counsel. He stated that there was no reportable action taken.

President Tetreault asked that items G1, 2 and 3 be moved up to before Public Comment since he will need to leave early. Director Piepho made a motion to move items G1, 2 and 3 up and make them items B1, 2 and 3. Vice-President Simon 2nd the motion. The motion passed. (5 ayes, 0 nos, 0 abstain)

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

Brian Dawson gave an update on the progress he and Director Murphy-Teixeira had made on the Website. He stated that the companies he had talked to at this point were not what they were looking for. Treasurer Dove commented that he had been approached by some individuals that were doing websites and that he would give this information to Brian.

D. CONSENT CALENDAR

Director Piepho made a motion to approve the Consent Calendar. Treasurer Dove 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain)

E. CHAIR REPORT

No report.

F. DIRECTORS' COMMENTS

Director Murphy-Teixeira reported that she had attended the Trans Plan Meeting and they discussed that Bailey Road was of regional significance. She also reported that she and Brian Dawson have been working on the Website, and that Brian has been doing most of the research and that he is doing a great job. She stated that they are trying to get it done soon, but correctly.

Director Piepho reported about the Fire Service and the LAFCo Municipal Service Review of the Fire Service. He reported that he had also attended a Fire Service Meeting in San Diego. He commented that when the board says that a letter needs to be written that it sometimes falls through the cracks. He commented that it is usually because it is unclear who is going to write the letter.

Treasurer Dove had no comment.

Vice-President Simon had no comment.

** Vice President Simon returned to Item G4 at this point.

G REQUEST FOR BOARD CONSIDERATION

**Items G1, 2, &3 were discussed as B1, 2, &3, before public comment.

1. **Discuss and Direction on Next Phase/s for Residential Water Meter Program (Koehne)** General Manager Koehne explained the process of how the residential water meters have to be read by a mandated date and how the homes in Discovery Bay Proper area have to be retrofitted. He explained that in order for the mesh system of our electronic read system to continue to work as it is without having to buy more equipment, we would need to do the homes in the Newport Drive area. He explained that would fill the gap in the mesh between Discovery Bay West homes, which are already done, and the Regatta area homes so that they can be completed by the 2010 requirement. There was discussion about whether or not to start the installation of meters in the homes that are not mandated until 2024. The comments were about the issue of economic problems for residents and the issue of water conservation. Vice-President Simon made a motion to revisit this one year from today. General Manager Koehne clarified the motion that it would be to stop going into the new areas and finish up what needs to be finished for the mandated 2010 date and then stop and revisit this June or July of next year. Vice-President Simon stated that was correct. Treasurer Dove 2nd the motion. The motion passed. (4 ayes, 1 no, 0 abstain)
2. **Discuss and Possible Action on Large Water User Program (Piepho)** Director Piepho brought this item to the board. He asked for a listing similar to the one presented to the board in this meeting of the Large Water Users with their status; metered, not metered or in progress. If in progress, when is an estimated date of completion, who has paid and who has not and what the deadlines are and what fines have been levied. General Manager Koehne stated that all Large Water Users that are not currently on meters have been sent a letter that a meter needs to be installed with a sixty day deadline to accomplish that. Director Piepho motioned to direct staff to send a letter to the Large Water users that are being installed that their rates will be going up and that staff prepare and present to the board once a month the Large User Status Spreadsheet with the items mentioned previously in the discussion and with a highlight of the ones that are out of compliance. Vice-President Simon 2nd the motion. The motion passed. (5 ayes, 0 nos, 0 abstain)
3. **Discuss and Comment on Home Occupation Use Permit Application (Koehne)** General Manager Koehne presented this item to the board. The board had no comment.

** President Tetreault turned the meeting over to Vice-President Simon and left the meeting. Vice-President Simon opened Public Comment.

4. **Discuss and Possible Action on Landscaping Along Hwy 4, Newport Drive to Discovery Bay Blvd (Piepho)** Director Piepho stated that the front entrance of Discovery Bay does not look good. He commented that there are trees dying and falling over, dead plants, lack of pruning, and watering issues. He commented that along Highway 4 in front of the storage area it is green and flourishing, manicured and as you come down toward Discovery Bay Boulevard the plants are dead, sprawling and full of litter.

He stated that the front entrance is like somebody's front door and the lawn has brown spots where it is not getting watered properly. He reported some of the up lights on the palms are burnt out. He asked that the contractor report back to the board so that the board can make comments to them. Treasurer Dove commented that he has been seeing this for years and that there is money in the budget to do this and it is not being spent. Director Piepho commented that he feels that the contractor should be staying on top of these things without having to be reminded, it is in their contract, not having to have directors call in to say there is a problem. Vice-President Simon commented that he feels that this stems from not having a Landscape Manager and he commented that the contractor should report once a quarter with issues that need to be addressed. General Manager Koehne commented that Highway 4 has only a small right-of-way and the main area belongs to Cal-Trans so they have to be called and reminded to come out and clean it up. He commented that a lot of the trees that are leaning over the walls belong to homeowners and that the bricks are also the property and responsibility of the homeowners. Director Piepho made a motion to direct staff to bring the landscaper in to a future meeting, the next one if possible. Treasurer Dove 2nd the motion. Rich Kier commented that he has been unhappy with the landscaping for years. He commented about several things in the contract that he feels are not being taken care of and that he would also like to see the Highway look more like all the storage area. Brian Dawson suggested putting a link on the website for reporting issues of lights out and landscaping. The motion passed. (4 ayes, 0 nos, 0 abstain)

5. **Discuss and Direction on Equipment Carport Project for Plant #2 (Koehne)** General Manager Koehne presented this item to the board. Director Piepho motioned to direct staff to go out to bid on this project. Treasurer Dove 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain)
6. **Discuss and Direction on Willow Lake Phase 1 & 2 Landscaping Project (Koehne)** General Manager Koehne presented this item to the board, and asked to be able to go out for bid on the project. Director Piepho made a motion to direct staff to go out to bid on this project. Director Murphy-Teixeira 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain)
7. **Discuss and Possible Action on CSDA's Call for Nominations (Koehne)** General Manager Koehne presented this item to the board. No board members wished to be nominated.
8. **Discuss and Approve Proposed 2009-10 Landscape Budgets for DB L&L #8 & #9 (Koehne)** General Manager Koehne presented the DB L&L # 8 budgets to the board. Director Piepho motioned to approve the 2009-10 DB L&L #8 budgets with the amendment of increasing the grounds maintenance budget to \$250,000.00. Treasurer Dove 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain) General Manager Koehne presented the DB L&L # 9 budgets to the board. Director Piepho motioned to approve the 2009-10 DB L&L #9 budgets. Treasurer Dove 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain)
9. **Discuss and Approve Final 2009-10 Water & Wastewater Budgets (Koehne)** General Manager Koehne presented the Final 2009-10 Water & Wastewater budgets to the board. Director Piepho motioned to approve the Final 2009-10 Water & Wastewater budgets. Director Murphy-Teixeira 2nd the motion. The motion passed. (4 ayes, 0 nos, 0 abstain)

H. GENERAL MANAGER REPORT

1. **Veolia Monthly Operations Rpt for May** General Manager Koehne went over the report from Veolia for the month of May.
2. **Landscape Project/s Status** He reported that Willow Lake is the major project that is being done. He reported that there are some minor enhancements being done at the entrances to the Regatta area and on Preston Drive.
He reported that the Water Quality Report was ready to go out. He reported that our insurance had been reduced by fifteen percent. He reported that since the failures of some force mains last year staff is working with a contractor on analyzing all force mains and retrofitting where necessary. He reported that they are working on the Salinity plan. He reported that Lift Station "F" has one pump down and it is being worked on. He reported there was a Wetlands spill that was caused by an animal digging into the wall of a cell that has been repaired. He reported that the second cycle of Bio-Solids from Brentwood had been started. He reported that there will be a Hazardous Waste Event at Discovery Bay Elementary

on Saturday. He reported that the media for Filter A will completely be here delivered by the next day and then they will start to remove the old media, flush the filter and replace it with the new media.

I. LEGAL COUNSEL REPORT No report.

J. CORRESPONDENCE – (Possible Action or Discussion)

1. R - Letter from Supervisor Piepho to Sheriff Rupf re: Discovery Bay P-6 Advisory Committee – June 9th
2. R – Letter from Supervisor Piepho to District re: Asphalt/Cape Seal/Slurry Seal Project – May 6th
Director Piepho asked about the Slurry Seal. General Manager Koehne commented that Discovery Bay has been put back on the schedule to have this done.
3. S – Letter to Supervisor Piepho re: Community Center – June 2nd
4. R – Hwy 4 Bypass Meeting Minutes of May 14th
5. S – Letter to County re: Signs for CVS at Sandy Cove Shopping Center – June 9th
6. R – Transplan Committee Meeting Minutes of May 14th

K. FUTURE AGENDA ITEMS

Letter writing policy.
Having the Landscape Contractor attend the next meeting.

L. ADJOURNMENT

The meeting was adjourned at 8:48 pm to the next regular meeting of July 1, 2009

lh 6/26/09