



# TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • Director - Ray Tetreault

---

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY CSD  
Wednesday September 7, 2011  
1800 Willow Lake Road, Discovery Bay, California  
REGULAR MEETING 7:00 P.M.  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

## REGULAR MEETING at 7:00 P.M.

### A. ROLL CALL AND PLEDGE OF ALLEGIANCE

The business meeting was called to order 7:00 p.m. President Graves led in the Pledge of Allegiance. Roll call was taken and all Directors were present with the exception of Vice-President Dawson.

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

None

### C. AREA AGENCIES REPORTS / PRESENTATION

#### 1. SHERIFF'S OFFICE REPORT

Lieutenant Alan Johnson – Provided his law enforcement report and details for the month of August.

#### 2. CHP REPORT – No Report

#### 3. FIRE DISTRICT REPORT

Chief Burriss – Provided his report and the details for the month of August.

#### 4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT - No Report

#### 5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

Karyn Cornell – Provided an update on the Vasco Road Improvement Project, and a reminder of the last Household Hazardous Waste Event in Brentwood on October 1, 2011 from 9:00 a.m. to 2:00 p.m.

### D. COMMITTEE/LIAISON REPORTS

#### 1. Trans-Plan Report – No Report

#### 2. County Planning Commission Report – No Report

#### 3. Code Enforcement Report

General Manager Howard – Provided an update on the issues relevant to Discovery Bay.

#### 4. Special Districts Report\*\* - No Report

\*\*These meetings are held Quarterly

### E. 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. Minutes of previous Special and Regular meeting dated August 17, 2011

#### 2. District Invoices

#### 3. District Financials

Director Tetreault – Requested having Item two (2) pulled from the Consent Calendar for discussion.

Motion made – by Director Simon to approve item's one (1) and three (3) of the Consent Calendar and seconded by Director Tetreault. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

There was discussion in regards to Item two (2) of the Consent Calendar.

Motion made – by Director Tetreault to accept item two (2) of the Consent Calendar and seconded by Director Simon. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

**F. NEW BUSINESS AND ACTION ITEMS**

1. First Amendment to the Site Lease with Option Period for the T-Mobile Cellular Tower at Slifer Park

**General Manager Howard** – Provided the details of the Agenda Item.

There was discussion between the Board and the General Manager.

**Motion made** – by Director Tetreault to accept the extension of the lease and seconded by Director Simon. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

2. **Service Connections, Capacity Charges, and other related fees associated with the Town of Discovery Bay's Water and Wastewater systems**

**General Manager Howard** – Provided the details of the Agenda Item.

There was discussion between the Board and the General Manager.

**Motion made** – by President Graves to direct Staff to move forward with soliciting several firms to do a study for service connections and seconded by Director Tetreault. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

3. **Proposed Changes to the Town of Discovery Bay's Bylaws and Board Policy**

**General Manager Howard** – Provided the details of the Agenda Item.

There was discussion between the Board and the General Manager.

**President Graves** – Requested that the item be brought back to the Board.

4. **Deferred Annexation Agreement between Wayne & Anita Farnholz and the Town of Discovery Bay CSD to provide sanitary sewer services through an Out-of-Agency Services Agreement**

**General Manager Howard** – Provided the details of the Agenda Item.

There was discussion between the Board, the General Manager, the Water and Wastewater Manager, and the Public.

**Motion made** – by Director Simon to provide sanitary sewer services to Wayne and Anita Farnholz pursuant to the Deferred Annexation Agreement and seconded by Director Tetreault. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

5. **Purchase of WesTech CleanFlo Spiral Screen**

**General Manager Howard and Water and Wastewater Manager Koehne** – Provided the details of the Agenda Item.

There was discussion between the Board, the General Manager, the Water and Wastewater Manager, and the Public.

**Motion made** – by Director Tetreault to approve the purchase for \$44,487.50 and seconded by Director Simon. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Vice-President Dawson

**G. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

**President Graves** – Stated that there is an Aviation Meeting on September 8, 2011 at 10:00 a.m. at the Byron Airport.

**H. MANAGER'S REPORT**

**I. GENERAL MANAGER'S REPORT**

**General Manager Howard** – Provided an update on the Cornell Park Playground Renovation Project and Ribbon Cutting Ceremony on September 10, 2011 from 11:00 a.m. to 3:00 p.m.

1. **Internship Update**

Update postponed due to the absence of Vice-President Dawson

There was a discussion in regards to the brown water conditions between the Board, the General Manager, and the Public.

**J. DISTRICT LEGAL COUNSEL REPORT**

**Legal Counsel Schroeder** – The Board reconvened from Closed Session regarding action Item D-1. The four (4) Board Members were present, with the exception of Vice-President Dawson, during the entirety of the Closed Session. In regards to reportable action under the Brown Act there is no reportable action.

**K. COMMITTEE UPDATES**

1. Minutes approved for the Town of Discovery Bay CSD Regular meeting of the Community Center meeting dated July 19, 2011

**Director Tetreault** – Provided an update on the Community Center

**General Manager Howard** - Stated that there will be signs posted throughout Discovery Bay in regards to taking the survey and reminded everyone to participate.

**L. CORRESPONDENCE – Discussion and Possible Action**

1. R – Byron Municipal Advisory Council Meeting Minutes for May 19, 2011
2. R – Contra Costa County, County Administrator regarding State Route 239 Pre-Project Briefing dated August 10, 2011
3. R – Letter to Members, Board of Supervisors and Members, Municipal Advisory Council from Contra Costa County Department of Conservation and Development, Catherine Kutsuris, Director regarding the Vacancy on the Citizen Advisory Committee of the Contra Costa Transportation Authority dated August 11, 2011
4. R – Letter from Supervisor Piepho regarding Board Order - July 19, 2011 approving the Road Improvement Agreement for Vasco Road, land use permit 08-02049 dated August 17, 2011
5. R – Letter from Supervisor Piepho regarding the Knightsen-Byron Area Transportation Study dated August 17, 2011
6. R – Letter and Brochure from the California Regional Water Quality Control Board dated August 19, 2011

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Request from Don Flint – Cell Phone Tower/AC Functions Funding – Request Date August 10, 2011
2. Request from William Richardson – Funds Used to Pay for Advisory Council Duties – Request Date August 16, 2011
3. Request from William Richardson – Questions Use of Closed Session for CSD Resolution No. 2011-14 Request Date August 16, 2011
4. Request from Jeff Barber – Water/Sewer Infrastructure put in place for Discovery Bay West – EDU Accounting Request Date August 18, 2011
5. Request from Don Flint – DB West Agreement – Carollo Engineers Report Wastewater and LSCE Report for Water – Request Date August 24, 2011
6. Request from David Lennon – Capacity Fee Charge Reports from 2003-Present – Request Date August 26, 2011

**N. FUTURE AGENDA ITEMS**

Director Simon - Review of Board Meeting Assignments.

**O. ADJOURNMENT**

The meeting was adjourned at 7:55 p.m. to the next regular meeting on September 21, 2011 at 1800 Willow Lake Rd Located in back of Delta Community Presbyterian Church.

For the Audio of this meeting please visit our Website at  
<http://www.todb.ca.gov/content/2011-agendas-and-minutes/>

//cmc – 9.14.11