



TOWN OF DISCOVERY BAY CSD

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Board Members

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Vice President-Mark Simon	marsi1950@yahoo.com
Director-David Piepho	dp1800todb@sbglobal.net

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD**
Wednesday, October 07, 2009
1800 Willow Lake Road, Discovery Bay, California
Website address: www.townofdiscoverybay.org

REGULAR MEETING at 7:00p.m.

A. ROLL CALL

1. President Tetreault called the meeting to order 7:00p.m.
2. President Tetreault led in the Pledge of Allegiance
3. Legal Counsel reported on the Closed Session of September 30, 2009. He reported that the board had held a special meeting on September 30, 2009 and one item on the agenda was a Closed Session concerning a request to cure by Mr. Richardson. He stated the minutes of that are in the agenda for this meeting. He stated that the Closed Session had President Tetreault, Director Piepho and Vice-President Simon present. He reported that the board voted unanimously, all three voting ayes to reject the demand to cure and to send a letter informing Mr. Richardson of that fact.

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

There was no public comment.

C. AREA AGENCIES REPORTS / PRESENTATION

1. **DEPUTY SHERIFF /MARINE PATROL REPORT** One of Discovery Bay's resident Deputies came to the podium and reported that Lieutenant Burton would not be in attendance and he would bring the report for this month and next to the next meeting.
2. **CHP REPORT** Officer Godman reported that they had issued 103 citations in the Discovery Bay area and that included Highway 4 to the Brentwood City limits. He reported that those were primarily speed violations, about 15 percent were mechanical. He reported that they had made 5 Driving Under the Influence (DUI) arrests. He explained some of their staffing issues and that there should be two officers at most times. There was a question about ticketing for headlight use on Vasco Road. The officer was not familiar with this issue; he did say that the area is a Safety Corridor so you are supposed to have your headlights on and that if there is any black and white sign, a regulatory sign, that states something like that, you can be ticketed if you do not comply.
3. **FIRE DISTRICT REPORT** No one in attendance.
4. **SUPERVISOR MARY PIEPHO, DISTRICT III REPORT** Karyn Cornell, of Supervisor Piepho's office, reported that they had heard back about the Flood Plain issue and that 158 of the 160 houses that had been put on the flood plain list have been removed and that Public Works is still working on the

other 2. She gave the district a copy of the letter and press release regarding this issue. She reported that the appointments for the P-6 Advisory Committee will be going before the Board of Supervisors (BOS) on the October 13, 2009 meeting. She reported that Supervisor Piepho continues to advocate for the Delta and on October 8, 2009 she will be participating in a discussion hosted by Senator Wolk. Karyn commented that we had received the letter regarding the proposed Mariposa Energy Project. She stated that if the district has any comments to give them to their office. She stated that they have received some concern from local pilots so the Public Works Airport staff will be providing comments. She reported that last week Public Works had received environmental clearance from the National Environmental Protection Act for phase 1 of the Vasco Road Safety Improvement Project and the design is now with Cal-Trans. She stated that Public Works estimates that construction will begin Spring 2010.

D. DISTRICT FINANCIAL REPORT

No financial report.

E. CONSENT CALENDAR

Vice-President Simon motioned to approve the Consent Calendar. Director Piepho 2nd the motion. The motion passed. (3 ayes, 0 nos, 0 abstain)

F. NEW BUSINESS FOR BOARD CONSIDERATION

1. **Presentation by Contra Costa County Department of Conservation and Development on Various Projects in and Around the Discovery Bay Area. (Tetreault)** John Osborne, Senior Planner with the County Department of Conservation and Development came to the podium and presented a map to show where any projects are pending in the area. He also gave a hand out showing the status of each project. He stated because of the economy most projects are at a stand still. Director Piepho asked for the procedure and timeline of how these projects progress. Mr. Osborne explained the difference of the General Plan and Zoning and that people sometimes ask to have these amended and they have to apply to the County for these. He stated that he would come every quarter and update the district on these projects and any new projects. It was asked if the district is asked to comment on each development. Mr. Osborne replied that they would be asked if they were in the area of the project. It was asked when the District would provide a Letter of Will Serve. Mr. Osborne responded that it is usually in the conditions of approval stage. It was asked if this would come before the board for community input. President Tetreault responded that it is always voted on in a meeting. Patty Cookson, Code Enforcement Officer and Building Inspector, came to the podium and updated the board on the outstanding code enforcement issues in the Discovery Bay area.
2. **Discuss and Possible Action on Possible Placement/Location of Full Agenda Packets (Simon)** Vice-President Simon presented this item to the board. Director Piepho motioned to approve the purchase, not-to-exceed \$40.00, of a clear real estate type box and start a practice of placing 5 packets in this box at the same time the packets are being delivered to the directors. Vice-President Simon 2nd. The motion passed. (3 ayes, 0 nos, 0 abstain)
3. **Discuss and Possible Action on Writing a Letter to Contra Costa County on un-finished Portion of Sidewalk on Willow Lake Road. (Piepho)** Director Piepho presented this item to the board. Director Piepho made a motion to write a letter to Supervisor Piepho asking that the county continue the sidewalk on Willow Lake Road. Vice-President Simon 2nd the motion. Director Piepho amended his motion to read that he would author the letter and send it to staff to process. Vice-President Simon 2nd the amended motion. The motion passed. (3 ayes, 0 nos, 0 abstain)
4. **Discuss and Approve Notice of Exemption (CEQA) for Willow Lake Streetscape Improvements and Discuss and Approve Lowest Responsive Bidder for Willow Lake Streetscape Improvements Project (Koehne)** General Manager Koehne presented this item to the board. He explained that the bid has been put out in two phases and that the bids had come back with two different companies being the lowest bidder of each phase. He also stated that staff would like to suggest the possibility of using artificial turf instead of regular turf to set an example to encourage residents to use it in their yards to reduce our water consumption. The board discussed that artificial turf is quite a bit more expensive.

There was discussion about the bids and going out to bid for the total project to get a better price. President Tetreault suggested that the corner phase did not need to be done at this time and that the board should just do the phase along the sidewalk. Director Piepho made a motion to reject the bids and that we request that the bid be done comprehensively with both phases. Vice-President Simon 2nd the motion. General Manager Koehne asked if the bid could include with and without the artificial turf. The board agreed. The board asked for more information, such as the drawings, on the next bid so they could understand the bids better. The motion passed. (3 ayes, 0 nos, 0 abstain)

5. **Discuss and Possible Action on Website Maintenance and change of "Web Hosting" (Koehne)** General Manager Koehne presented this item to the board. Jennifer Finetti explained the cost of their hosting and maintenance in their proposal for the new website. After discussion this item was tabled until the new website is further along.
6. **Discuss and Possible Action on Surplus of Existing Fisher -Porter UV System (Koehne)** General Manager Koehne asked to table this item.
7. **Discuss and Possible Action on Being a Partner with Contra Costa County Emergency Medical Services Agency on "HeartSafe Community Program" (Koehne)** General Manager Koehne presented this item to the board. After discussion the board chose to table this until they had more information. Mrs. Richardson commented that she had been involved with purchasing three of these units for camps that she is affiliated with and that they are self explanatory and that there is training included with the purchase of these units.

G. COMMITTEE/LIAISON REPORTS

1. **Trans-Plan Report** No report.
2. **Code Enforcement Report** Director Piepho reported that he had a meeting on September 24, 2009 and had handed in the report at the last meeting.
3. **Special Districts Report**** No meeting.

****These meetings are held Quarterly**

H. DIRECTORS' COMMENTS

Vice-President Simon had no comments.

Director Piepho commented that he had seen the job search for General Manager and thanked President Tetreault for his work on the project. He also wanted to publicly thank Shannon Murphy and Director Dove for their service to the community. He reported on the Code Enforcement from last meeting and that most of the information had already been given by Patty Cookson from Code Enforcement. He turned in the written report. He reported on the East County Joint MAC meeting that was held at the Byron Bethany Irrigation District. He reported that there was a presentation on the HeartSafe Community. He reported that Victoria Mayha spoke about the 2010 Census and the importance of the census. He reported that Supervisor Piepho had spoken at the meeting mainly about the Delta issues. He reported that Bay Point had reported that their community was improving and Bethel Island had reported that they had a contractor for their bridge. He reported that Byron had a new MAC. He stated that he had reported about the new well at the meeting and the landscaping being cleaned up at the entrance and that there was a new Sheriff's Sub Station. He reported that Knightsen had done a community clean-up, planted a Heritage tree and also got a new sidewalk. He turned in his report.

President Tetreault also thanked the prior directors for their time put in serving the community. He commented about the need for commitment when deciding to apply for being a director.

I. GENERAL MANAGER REPORT

General Manager Koehne reported on the costs of an election. He reported that he had toured the new offices at Byron Bethany Irrigation District. He reported that staff had attended a meeting at Central Valley Salts. He reported that staff is cleaning the sewer mains at one fourth per year. Then they use a video camera also to see the conditions of the pipes. He reported that the new generator had been received and that staff is looking at GPS devices to track the equipment and vehicles. He reported that a new electrical control panel had been put in at Cornell Park. He reported that a seal coat had been put on Slifer Park basketball court and

parking lot. He reported that at Cornell Park, the basketball court had been sealed and that at Regatta Park the parking lot had been sealed and restriped. He reported that our water person had reported a gas smell and that PG&E came out and found something that has been taken care of. He reported that on Saturday night there had been a power failure and Veolia had done a good job of resetting the equipment. He reported that Veolia had, as part of their annual maintenance, checked all the generators, run them and topped-off the fuel to get ready for winter when there is most of the power outages. He reported that they are in the process of replacing sewage air release vacuum valves along Newport Drive and part of Highway 4. He reported that staff had removed nearly 300 tons of sludge from plant #1 lagoon and put it in the greenhouses to dry. He reported that there had been some water leaks and that it seems to be a specific type of piping. He reported that the district is out to bid for UV Equipment and Equipment Covers for Plant #2. He passed out a Wetlands Report from the professor at U.C. Berkeley.

J. LEGAL COUNSEL REPORT

No report.

K. CORRESPONDENCE – Discussion and Possible Action

1. R – Letter on Proposed Mariposa Energy Project – Sept 16, 2009
2. R – Contra Costa Special Districts Association Meeting Minutes of July 20, 2009
3. R – Byron MAC Meeting Minutes of August 20, 2009
4. R – Water Hyacinth Control Program – DRAFT Programmatic Environmental Impact Report (PEIR)

General Manager Koehne commented about #1.

L. FUTURE AGENDA ITEMS

President Tetreault asked to have it put on the agenda for the district to accept credit cards.

M. ADJOURNMENT

The meeting was adjourned at 8:28 pm to the next regular meeting of October 21, 2009.