



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

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**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY CSD  
Wednesday November 16, 2011  
REGULAR MEETING 7:00 P.M.  
1800 Willow Lake Road, 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**

Call to Order – 7:00 p.m. by President Graves  
Pledge of Allegiance – Led by President Graves  
Roll Call – All Present with the exception of Director Tetreault.

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

There were three (3) Public Comment Speakers.

**C. PRESENTATIONS**

1. **East Contra Costa Fire Protection District (ECCFPD) – New Board Member Introduction**  
Chief Henderson – Introduced the new East Contra Costa Fire Protection District Board Member – Cheryl Morgan  
There was discussion between Chief Henderson, Ms. Morgan, and the Board. There was one (1) Public Comment Speaker.

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

Director Dawson – Commented on the Communications Meeting dated November 16, 2011.  
President Graves – Provided report from East Contra Costa Fire Protection District meeting dated November 7, 2011.

**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 Regular meeting dated October 19, 2011
2. Minutes of previous Regular meeting dated November 2, 2011
3. Minutes of previous Special Workshop dated November 9, 2011
4. District Invoices
5. Claim against the District – Diana Hanson
6. Adopt Resolution 2011-24 to Preclude Members and former members of the Board of Directors and Retired employees from receiving Medical and Ancillary Health Care Benefits

**Motion by:** Director Simon to pass the Consent Calendar

**Second by:** Director Dawson

There were two (2) Public Comment Speakers.

**Vote:** Motion carried – AYES: 4 – President Graves, Vice-President Steele, Director Dawson, Director Simon,  
NOES: 0, ABSENT: 1 – Director Tetreault

**F. NEW BUSINESS AND ACTION ITEMS**

**1. Proposal to conduct bioassay tests for the two (2) Trojan UV disinfection systems at Wastewater Treatment Plant II**

**General Manager Howard** – Introduced District Engineer Gregory Harris

**Gregory Harris** – Provided the details of Item F-1

There was discussion between District Engineer Gregory Harris and the Board.

**Motion by:** Director Simon to conduct bioassay tests for the two (2) Trojan UV disinfection systems at Wastewater Treatment Plant II not to exceed \$43,450

**Second by:** Director Dawson

**Vote:** Motion carried – AYES: 4 – President Graves, Vice-President Steele, Director Dawson, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

**2. Approve Purchase of One (1) Aero-Mod Belt Press for Bio Solids production**

**General Manager Howard** – Introduced Gregory Harris

**Gregory Harris** – Provided the details of Item F-2

**Motion by:** Director Simon for the purchase of One (1) Aero-Mod Belt Press for Bio Solids production

**Second by:** Vice-President Steele

**Vote:** Motion carried – AYES: 4 – President Graves, Vice-President Steele, Director Dawson, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

**3. Adopt Resolution 2011-23 Establishing a Town of Discovery Bay CSD Developer Deposit Holding Fund**

**General Manager Howard** – Provided the details of Item F-3

There was discussion between the General Manager and the Board. There was one (1) Public Comment Speaker.

**Motion by:** Director Simon to adopt Resolution 2011-23 establishing a Town of Discovery Bay CSD Developer Deposit Holding Fund

**Second by:** Director Dawson

**Vote:** Motion carried – AYES: 4 – President Graves, Vice-President Steele, Director Dawson, Director Simon, NOES: 0, ABSENT: 1 – Director Tetreault

**4. Request for comment for a home based business at 1669 Willow Lake Road**

**General Manager Howard** – Provided the details of Item F-4

There was discussion between the General Manager and the Board. There was one (1) Public Comment Speaker.

**Motion by:** President Graves to send out no negative comment

**Second by:** Vice-President Steele

**Legal Counsel Schroeder** – Suggested - take no action, no direction to staff to respond

**Motion withdrawn:** President Graves to send out no negative comment

**Second withdrawn:** Vice-President Steele

No Action was taken for Item F-4

**G. VEOLIA REPORT**

**Project Manager Berney Sadler** – Provided the details of the October 2011 Monthly Operations Report.

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

**H. MANAGER'S REPORTS**

**Parks and Landscape Manager Perez** – Provided an update for the Regatta Park Basketball Project and the Dog Park Plans. Would like to schedule a Community meeting for the discussion of a possible Dog Park.

There was discussion between the Board and Parks and Landscape Manager.

**Water and Wastewater Manager Koehne** – Provided an update for the annual water leaks and for three (3) Hydrant's that were damaged.

There was discussion between the Board and Water and Wastewater Manager Koehne.

**I. GENERAL MANAGER'S REPORT**

**General Manager Howard** – Provided an update in regards to the East Contra Costa County Cops for Kids Holiday Program

**J. DISTRICT LEGAL COUNSEL REPORT**

**Legal Counsel Schroeder** – The Board considered two (2) items from Closed Session, D-1 and D-2. Item D-1 No reportable action. D-2 – No disposition of that matter

**K. COMMITTEE UPDATES**

**President Graves** – Provided an update from the Communications Committee Meeting  
**Vice-President Steele** – Provided an update from the Community Center Meeting

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

1. R – Letter from Supervisor Piepho to Philip Kader, Chief Probation Office Contra Costa County, regarding the recent escape of four (4) wards at the Orin Allen Youth Rehabilitation Facility
2. R – Transplan Committee Minutes for October 13, 2011
3. R – Letter from Supervisor Piepho regarding Board Order – Appointment to the East Contra Costa Fire Protection District
4. R – Letter from the Contra Costa County Probation Department regarding the Orin Allen Youth Rehabilitation Facility  
There was one (1) Public Comment Speaker

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Request from William Richardson – Richardson Letter re: President Graves – Request date November 3, 2011

**N. FUTURE AGENDA ITEMS**

There were two (2) Public Comment Speakers

**O. ADJOURNMENT**

The meeting adjourned at 8:01 p.m. to next Regular meeting of December 7, 2011 starting at 7:00pm at 1800 Willow Lake Road-Located in back of the 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 – 11.30.11