



# TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • 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 September 21, 2011  
1800 Willow Lake Road, Discovery Bay, California  
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 at 7:00 p.m. President Graves led in the Pledge of Allegiance. Roll call was taken and all Directors were present.

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

**Resident Jeff Barber** – Commented on Director Compensation and documents for the pending Well 7.  
**Resident Don Flint** – Commented on an email received.

**C. PRESENTATIONS**

**1. Opportunity Junction**

**Development Manager Brianna Burkman** – Provided the details Opportunity Junction, a non-profit organization located in Antioch, California.

**2. Report on Community Center Committee Status**

**Community Center Chair Tetreault** – Introduced Community Center Member Sean O'Toole

**Community Center Member Sean O'Toole** – Provided a summary of the results of the Community Center Survey  
The discussion continued between the General Manager, the Board and the Public in regards to the Community Center Survey results.

**Resident Don Flint** – Complimented the Community Center Survey.

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

**Director Simon** – Commented on the need to adopt a policy to not have Board Members send emails to the Public.

**Director Steele** – Commented on the email that was sent out to Resident Don Flint.

**Director Tetreault** – Commented on the email that was sent out to Resident Don Flint.

**Vice-President Dawson** – Provided his reports and stated that he attended the Byron Union School District meetings held on August 18, 2011 and September 8, 2011. He provided the details of the two (2) meetings.

**Director Steele** – Provided his report and stated that he attended the September 14, 2011 LAFCo meeting. He provided the details of the meeting.

**President Graves** – Commented on the email that was sent out to Resident Don Flint. Provided his report and stated that he attended the Aviation Advisory meeting held on September 8, 2011. He provided the details of the meeting. Provided his report and stated that he attended the ECCFPD meeting held on September 12, 2011. He provided the details of the meeting.

**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 Meeting dated September 7, 2011
2. Minutes of previous Regular Meeting dated September 7, 2011
3. District Invoices

**Motion made** – by Vice-President Dawson to approve the Consent Calendar and seconded by Director Simon.

Items two (2) and three (3) were pulled from the Consent Calendar

**Amended Motion made** – by Director Tetreault to accept item one (1) of the Consent Calendar and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

There was discussion between the General Manager, the Board and the Public in regards to item two (2) of the Consent Calendar.

**Resident Don Flint** – Requested that the words "with requested changes" be stricken from the Minutes.

**Motion made** – by Director Simon to have the words stricken, "with requested changes" and seconded by Director Tetreault. Motion carried by the following vote: AYES: 4, NOES: 0 ABSTAIN: 1 – Vice-President Dawson.

There was discussion between the General Manager, the Board, and the Public on item three (3) of the Consent Calendar.

**Resident Don Flint** – Had questions in regards to item three (3).

**Motion made** – by Vice-President Dawson to accept item three (3) of the Consent Calendar and seconded by Director Tetreault. Motion carried by the following vote: AYES: 5, NOES: 0.

**F. NEW BUSINESS AND ACTION ITEMS**

1. Proposed changes to the By-laws and Board Policy

**General Manager Howard** – Provided the details of the item and the suggested changes for the Bylaws and Board Policy.

The discussion continued between the General Manager, the Board and the Public in regards to the Bylaws and Board Policy.

**Resident Don Flint** – Suggested having changes to the Bylaws and the Board Policy.

2. Review of the Town of Discovery Bay CSD District Representative Listing for 2011

**General Manager Howard** – Provided the information in regards to the item.

**Director Simon** – Commented on the attendance of other District, local, and regional agency meetings.

The discussion continued on between the Board and the Public in regards to attending the District, local and regional agency meetings.

**Resident Jeff Barber** – Commented on the attendance of other District, local and regional agency meetings.

3. Letter to Governor Brown requesting a VETO to SB 293 (Padilla)

**General Manager Howard** – Provided the details of the item.

**Motion made** – by Vice-President Dawson to authorize the Board President to send the letter on behalf of the Town of Discovery Bay CSD requesting Governor Brown a VETO to SB 293 and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0.

4. Orin Allen Youth Rehabilitation Facility (Byron Boy's Ranch)

**General Manager Howard** – Provided the details of the item.

**Director Tetreault** – Provided the details of the escape of four (4) juveniles.

The discussion continued on between the General Manager, the Board, and the Public in regards to the security of the Byron Boy's Ranch.

**Resident Gail Fritschle** – Commented on the response time for the notification of the escape of four (4) juveniles.

**Resident Don Flint** – Suggested having a representative from the Byron Boy's Ranch attend a Town of Discovery Bay CSD Board Meeting.

**Motion made** – by Director Tetreault to direct Staff to write a letter to the County requesting that the fence surround the facility completely and the 911 response time was inadequate and seconded by Director Steele.

Motion carried by the following vote: AYES: 5, NOES: 0.

**G. VEOLIA REPORT**

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

There was discussion between the General Manager, the Water and Wastewater Manager, and the Board in regards to the August 2011 Monthly Operations Report.

**H. MANAGER'S REPORTS**

**1. Cornell Park Update – Parks and Landscape Manager Fairin Perez**

**General Manager Howard** – Wanted to acknowledge Fairin and her staff for the continued work late into the night for the completion of the tile installation.

**Parks and Landscape Manager Perez**- Provided slides on the completion of the Cornell Park Area and Tile Wall.

**2. Brown Water Condition Update – Water and Wastewater Manager Virgil Koehne**

**Water and Wastewater Manager Virgil Koehne** – Provided an update on the brown water condition.

The discussion continued between the Water and Wastewater Manager, the General Manager, the Board, and the Public in regards to the brown water condition.

**Resident Don Flint** – Suggested there be an alert system for the Public through the Town of Discovery Bay CSD Website.

**I. GENERAL MANAGER'S REPORT**

**1. Internship Review**

**Resident Rich Kier** – Asked if the 10 year Wastewater Report was available.

**General Manager Howard** – Stated that the Master Plan is in final stages, therefore the final draft document will be available later this month.

**General Manager Howard** – Provided an update on the Internship Program.

The discussion continued between the General Manager and the Board in regards to the Internship Program.

**J. DISTRICT LEGAL COUNSEL REPORT**

None

**K. COMMITTEE UPDATES**

**President Graves** – Provided an update on the Communication meeting that was held on September 21, 2011 at 5:15 p.m.

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

1. R – Contra Costa County Aviation Advisory Committee meeting Minutes for May 5, 2011

2. R – Transplan Committee meeting Minutes for July 14, 2011

3. R – Byron Municipal Advisory Council meeting Minutes for May 19, 2011

4. R – Letter from Contra Costa County regarding response to Grand Jury Report 1003 dated September 8, 2011

**Resident Don Flint** - Commented on how to address the letter from the Grand Jury.

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Request from William Richardson - CSD Sweeping The Notice of 8.17.11 Special meeting in Violation of the Brown Act under the Rug – Request Date September 2, 2011

2. Request from William Richardson – Who Can Speak for CSD, When, Etc? – Request Date September 6, 2011

3. Request from Jeff Barber – CSD Directors CSD paid Healthcare – Request Date September 14, 2011

4. Request from Don Flint – DB-CSD Insurance Coverage for Directors – Request Date September 15, 2011

**N. FUTURE AGENDA ITEMS**

**Vice-President Dawson** – Would like to have the Internship Program be a reoccurring program.

**Resident Don Flint** – Would like to suggest an update on the Grand Jury's request.

**Resident Pat Richardson** – Wellands update

**O. ADJOURNMENT**

The meeting was adjourned at 9:03 p.m. to next Regular meeting of October 5, 2011 starting at 7:00 p.m. at 1800 Willow Lake Road-Located in back of the Delta Community Presbyterian Church.

//cmc – 9.30.11

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