



# 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 October 19, 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

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.

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

Resident Mark Doran – Commented on the subject of Board Member conduct.

Resident Michael Greggans – Commented on the need of a street light and a crosswalk at the intersection of Discovery Bay Boulevard and Clipper Drive. Also, commented on the Rental Inspection Program and the future Dog Park.

Resident Don Flint – Thanked President Graves for calling him and talking about decorum. Also, commented on the Community Center and Communications meetings being recorded and one (1) of the Board Members conduct.

President Graves – Stated that item D - PRESIDENT REPORT AND DIRECTORS' COMMENTS – number (1) appointment of Vice-President has been moved to this location.

Director Dawson – Nominated Director Steele for Vice-President

Director Simon – Nominated Director Tetreault for Vice-President

Resident Don Flint – Commented on Item D-1 – Appointment: Vice-President (Vacant) – On the process of voting

Nomination by Director Dawson – Director Steele as Vice-President carried by the following vote: AYES: 3 – President Graves, Director Dawson, and Director Steele, NOES: 1 – Director Tetreault, ABSTAIN: 1 – Director Simon

President Graves – Presented Certificate to Veolia Plant Manager, Gerald Smart, who is moving on to a new position within Veolia at their Gresham, OR operation

#### C. PRESENTATIONS

##### 1. County Department of Emergency Services

General Manager Howard – Introduced Rick Kovar, the Emergency Services Manager

Rick Kovar Emergency Services Manager – Provided information in regards to Office of Emergency Services (OES) and the four (4) parts to the program, Preparedness, Mitigation, Response, and Recovery.

There was discussion between the Board, the Emergency Services Manager and the Public. Resident William Richardson and Resident Amanda Dove Commented on Item C.

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

##### 1. Appointment: Vice-President (Vacant)

Item one (1) has been addressed above

Director Tetreault – Provided details of the Community Center meeting that was held on Tuesday, October 18, 2011

**Vice-President Steele** – Reminder of the meeting for the Byron Union School District that he will be attending, Thursday, October 20, 2011.

**President Graves** – Provided the details of the Communications Committee meeting that was held on Wednesday, October 19, 2011.

**President Graves** – Provided his report and stated that he and General Manager Howard attended the 2011 CSDA Annual Conference & Exhibitor Showcase on October 10, 2011 through October 13, 2011.

**Resident Don Flint** – Commented on recording the Community Center and Communications meetings.

#### **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 October 5, 2011
2. Minutes of previous Regular meeting dated October 5, 2011
3. District Invoices
4. Capacity Fee Charge Report for Fiscal Year 2010-2011

**General Manager Howard** – Stated he would like to pull Item two (2) from the Consent Calendar

**Motion made** – by Director Dawson to accept the Consent Calendar minus item number two (2) and seconded by Director Tetreault. Motion carried by the following vote: AYES: 5, NOES: 0

**General Manager Howard** – Stated that the minutes were amended to reflect the Public participation. Resident Don Flint commented on Item two (2)

**Motion made** – by Director Dawson to accept item two (2) as amended and seconded by Director Tetreault. Motion carried by the following vote: AYES: 5, NOES: 0

#### **F. NEW BUSINESS AND ACTION ITEMS**

1. **Adopt Resolution 2011-21 adopting changes to the Town of Discovery Bay Bylaws; and Adopt Resolution 2011-22 adopting changes to the Town of Discovery Bay Board Policy**

**General Manager Howard** – Stated that Item F-1 is adopting changes to the Bylaws and the Town of Discovery Bay Board Policy.

There was a discussion between the General Manager, Legal Counsel, the Board, and the Public. Resident Jeff Barber, Resident Michael Greggans, Resident Don Flint, Resident Gail Fritschle, and Resident Pat Richardson commented on Item F-1. The Board recommended that the Bylaws and the Board Policy be brought back with the suggested changes.

2. **Award of contract for annual Tree Maintenance RFP 11-03 to Cleary Bros.**

**Parks and Landscaping Manger Perez** – Provided the details of Item F-2 for the contract for annual Tree Maintenance  
**Motion made** – by Director Tetreault to accept the lowest bidder of Cleary Bros for \$18,176.00 and seconded by Director Dawson. Motion carried by the following vote: AYES: 5, NOES: 0

3. **Agency Comment Request – Land Use Permit Application – AT&T Cellular/Presbyterian Church of San Francisco (1900 Willow Lake Road, Discovery Bay, CA)**

**General Manager Howard** – Introduced the representative from AT&T

**Liz Zaninouch** – Provided the details of the project

There was a discussion between the General Manager, the Board, and the Public. Resident Michael Greggans and Jeff Barber commented on Item F-3. The Board will move forward with no negative comment and Staff will draft a letter indicating that.

**Motion made** – by Director Dawson to respond to the County with no negative comment and seconded by Director Tetreault. Motion carried by the following vote: AYES: 5, NOES: 0

#### **G. VEOLIA REPORT**

**Project Manager Berney Sadler** – Provided the details of the September 2011 Monthly Operations Report. There was a discussion between the General Manager, the Board and the Public. Resident Don Flint commented on Item G.

#### **H. MANAGER'S REPORTS**

None

#### **I. GENERAL MANAGER'S REPORT**

**General Manager Howard** – Updated the Board on the recently purchased and installed Chopper Pump and that the Wastewater Master Plan has been posted to the District's Website. General Manager Howard would like to schedule a Workshop for November 9, 2011 at 6:30 p.m. Also, the vehicle that has been ordered should be received late this week or early next week.

**President Graves** stated to move forward with scheduling the Workshop for November 9, 2011 at 6:30 p.m.

**J. DISTRICT LEGAL COUNSEL REPORT**

**1. Medical Benefit Coverage**

**Legal Counsel Dan Schroeder** – Provided the details of Item J-1. There was a discussion between the General Manager, Legal Counsel, the Board, and the Public. Resident Jeff Barber, Michael Greggans, Don Flint, Gail Fritschle, and Mark Doran commented on Item J-1.

**Director Tetreault** – Commented that he felt Item J-1 was handled wrong and that it should have been mentioned that the Board of Directors were included. He further commented that he was participating in coverage at \$40.00 a month to cover what is lacking from other insurance because it was available.

**K. COMMITTEE UPDATES**

None

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

1. R – East Contra Costa Fire Protection District Minutes for September 12, 2011
2. R – Contra Costa County Aviation Advisory Committee Minutes for July 14, 2011
3. R – Letter from Supervisor Piepho to Senator Mark DeSaulnier regarding re-establishing the Safety Enhancement Double Fine Zone on Vasco Road dated October 5, 2011
4. R – Letter from Supervisor Piepho to President Graves regarding the Board Order California Department of Boating and Waterways Vessel Turn-In Program Grant dated October 5, 2011
5. R – Letter from Supervisor Piepho to Superintendent Ken Jacopetti regarding the Board Order Amendment #28-333-1 with Byron Union School District dated October 5, 2011
6. R – Transplan Committee Meeting Minutes for September 8, 2011
7. R – State Route 4 Bypass Authority Minutes for August 11, 2011
8. R – State Route 4 Bypass Authority Minutes for September 8, 2011

**M. PUBLIC RECORD REQUESTS RECEIVED**

1. Request from William Richardson - Who Can Speak for CSD, When, Etc.? – Request date October 3, 2011
2. Request from Jeff Baber – Request re: Medical Benefits – Request date October 4, 2011
3. Request from David Lennon – Water Use Records for Non Residential Water Meters – Request date October 4, 2011

**N. FUTURE AGENDA ITEMS**

**President Graves** – Agenda's consistent with the Brown Act

**Director Tetreault** – Athletic Club - Community Center site and what types – Stand alone Community Center or would include offices for District Staff

**Resident Jeff Barber** – Insurance

**Resident Don Flint** – Medical Plan, Committee Meetings being recorded, and discussion on funding for non-rate payer expenses

**President Graves** – Stated that there are no other items

**N. ADJOURNMENT**

**Motion made** – by Director Dawson to adjourn the Regular meeting and seconded by Director Simon. Motion carried by the following vote: AYES: 5, NOES: 0

The meeting adjourned at 9:03 p.m. to next Regular meeting of November 2, 2011 starting at 7:00pm at 1800 Willow Lake Road-Located in back of the Delta Community Presbyterian Church.

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

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