



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday September 3, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon
Pledge of Allegiance – Led by President Simon
Roll Call – All Present

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

Crime Prevention Specialist Fontenot – Provided the law enforcement report for the month of August. There was discussion between the Crime Prevention Specialist, the General Manager, and the Board.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay. There was discussion between Officer Thomas and the Board. There was one Public Comment Speaker.

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided the East Contra Costa Fire Protection District details for the month of August. Explained the error within the Ballots, reason item was pulled. There was discussion between Chief Henderson and the Board. There was one Public Comment Speaker.

4. Supervisor Mary Piepho, District III Report

Field Representative Cornell - Provided an update of several projects surrounding Discovery Bay. There was discussion between the Field Representative and the Board. Field Representative Cornell announced the acceptance of a new job and leaving Supervisor Piepho's office.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – Director Wiesen provided her report for the Code Enforcement meeting dated August 28, 2014.

4. Special Districts Report** – No Report

*** These meetings are held Quarterly*

E. PRESENTATIONS

1. Capital Improvement Program Update

District Engineer Harris – Provided details of item E-1, along with a handout. There was discussion between the General Manager, the Water and Wastewater Manager, the Board and the District Engineer.

F. 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. Approval of DRAFT minutes of regular meeting dated August 20, 2014
2. Approve Register of District Invoices
3. Purchase of one Automated Self Cleaning Strainer/Filter System from Fluid Engineering in the amount of \$19,863.00, plus tax, for the Reclaimed Water Project at Wastewater Plant #2

Motion by: Director Pease to approve the Consent Calendar.

Second by: Director Kevin Graves

Vote: Motion Carried – AYES: 5, NOES: 0

President Simon – Pulled Agenda Item G-6

G. BUSINESS AND ACTION ITEMS

1. Adoption of Resolution No. 2014-18 establishing a Town of Discovery Bay Volunteer Policy

General Manager Howard – Provided the details of item G-1.

Parks and Recreation Manager Perez – Provided additional details of item G-1. There was discussion between the Parks and Recreation Manager, the General Manager and the Board.

Motion by: Director Pease to adopt Resolution No. 2014-18 establishing a Volunteer Policy (and program) in the Town of Discovery Bay.

No second – motion failed

Board – Requested the item be brought back within 90 days.

2. Adoption of Resolution No. 2014-21 establishing an Alcohol Policy at Town of Discovery Bay Recreation Facilities

General Manager Howard – Provided details of item G-2.

Recreation Programs Coordinator Meewis – Provided additional details of item G-2. There was discussion between the Recreation Programs Coordinator, the General Manager, and the Board. There was one Public Comment Speaker.

Motion by: Director Graves to adopt Resolution No. 2014-21 establishing a Alcohol Policy at Town of Discovery Bay Recreation Facilities.

Second by: Director Pease

Vote: Motion Carried – AYES: 4 – Vice-President Steele, Director Graves, Director Pease, Director Wiesen, NOES: 1 – President Simon

3. Adoption of Resolution No. 2014-19 Approving an Injury and Illness Prevention Program Policy for the Town of Discovery Bay

General Manager Howard – Provided details of item G-3.

Motion by: Director Graves to Rescind Resolution No. 2008-11 and Adopt Resolution 2014-19 approving a Illness Prevention Program in accordance with the requirements of California Code of Regulations, Title 8, §3203.

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

General Manager Howard – Provided the details of item G-3.

4. Agency Comment Request – Development Plan Application – DP14-3031 – Bolinas Place

General Manager Howard – Provided the details of item G-4. There was discussion between the General Manager, the Water and Wastewater Manager, and the Board.

Board requested to send a letter with no negative comment other than in the event Lot 26 requires connection for domestic water and sewer services, the property owner must pay all required connections, inspections and capacity fees in place at the time of connection to the water and sewer system

5. Ordinance No. 25 Establishing Emergency Drought Regulations in the Town of Discovery Bay

General Manager Howard – Provided the details of item G-5. There was discussion between the General Manager, Legal Counsel, and the Board.

Motion by: Director Pease that the Board enacts Emergency Drought Regulations Ordinance No. 25 as drafted and that all public noticing requirements shall be complied with.

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

6. East Contra Costa Fire Protection District Official Ballot

President Simon – Pulled Agenda Item G-6

7. Adoption of Resolution No. 2014-20 establishing Supplemental Insurance through the American Family Life Assurance Company of Columbus Supplemental Insurance

General Manager Howard – Provided the details of item G-7.

AFLAC Representatives – Provided additional details of item G-7.

Motion by: Director Pease to adopt Resolution No. 2014-20 establishing employee only funded supplemental insurance through the American Family Life Assurance Company of Columbus.

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

1. Annual Disclosure pursuant to California Government Code Section 53065.5

General Manager Howard – Provided the details of item H-1. There was discussion between the General Manager and the Board.

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Wiesen – Provided handouts for the 2014 Transportation Plan

Director Graves – Provided details of the East Contra Costa Fire Protection District Special meeting dated September 2, 2014

J. MANAGER'S REPORT – Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. Discussion of Possible Town of Discovery Bay Boundary Changes

General Manger Howard – Provided the details of item K-1. There was discussion between the General Manager, Legal Counsel, and the Board. There was no action taken.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE – Discussion and Possible Action

None

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

1. Dog Park – on the next Agenda

2. Community Center Profit and Loss Statement – on the next Agenda

Q. ADJOURNMENT

The meeting adjourned at 8:44 p.m. to the next regular meeting dated September 17, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 09-11-14

<http://www.todb.ca.gov/content/agenda-and-minutes/>