



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday November 20, 2019

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Mayer.
2. Pledge of Allegiance – Led by Director Graves.
3. Roll Call – All Present.

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

Public Comment Regarding:

- Thanked the Board for Carpet replacement.
- Information related to Financial statements, Discovery Bay Public Financing Authority, Revenue Bonds, and Resolutions on the next Board and PFA agendas.

C. 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. Approve DRAFT minutes of regular meeting for November 6, 2019.
2. Approve Register of District Invoices.

Motion by: Director Leete to approve the Consent Calendar.

Second by: Vice-President Pease.

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

D. PRESENTATIONS

1. Cecchini Ranch Development - Seeking Board/Public Input.

Henghou Group Tim Saunders – Provided a PowerPoint and the background regarding the Cecchini Ranch Development. Introduced the project team;

- Civil Engineer – Jason Vogan, CBG Civil Engineers – Provided details regarding his background.
- Soils Engineer – Steve Harris, Engeo Incorporated – Provided details regarding his background.
- Market Consultant – Susan State, SL State and Associates – Provided details regarding her background.

Henghou Group Tim Saunders – Provided additional details regarding the infrastructure, soil, and working with the County.

- Civil Engineer – Jason Vogan, CBG Civil Engineers – Provided additional details regarding the infrastructure, number of units (2000), drainage management system, and transportation system.
- Soils Engineer – Steve Harris, Engeo Incorporated – Provided additional details regarding the study of the soil (organic soil), levy system, and the 200 year flood protection (working with Reclamation District 800).

Henghou Group Tim Saunders – Provided other details regarding conversations with the County and Discovery Bay Staff, along with the safety and emergency access, Fire Department (existing locations and new) and Sports Park within the new development.

- Market Consultant – Susan State, SL State and Associates – Provided additional details regarding the market, demographics, adult community (55 and older) project, the Sports Park, and the benefits to Discovery Bay.

Public Comment Regarding:

- Questions related to the expected population (2000 homes), number of Water and Wastewater connections, development costs to the Town of Discovery Bay, how real is the proposed Fire Station, and funding for the development.

There was discussion regarding the estimated proposed number of units (range 1700-2000), traffic, the soil, and the medium price of the homes. The discussion continued regarding the type of development, timeframe (5 plus years), staffing the Fire Station, roadway (ingress and egress), possible amenities, and the tax revenue (Discovery Bay is not a City). Additional details regarding the traffic mitigation, project not included in current Rate Study, sound wall, and gated community (Staff has input on the gated community).

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of October.

Project Manager Sadler – Provided the details of the October 2019 monthly operations report. There was discussion regarding the flushing of the Fire Hydrants.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Accept the 2019 Final Master Plan Update from Stantec Consulting Engineers and Direct Staff to proceed with the list of Essential Projects from the Master Plan Update.

General Manager Davies – Provided a background regarding approval of Denitrification (Option 1) to rehabilitate Plant No. 1 and Plant No. 2, and incorporating this into the Wastewater Master Plan.

District Engineer Harris – Provided a PowerPoint regarding the details related to the Wastewater Master Plan update, the NPDES Permit changes (Denitrification added), Plant No. 1, lower flows, Master Plan Essential Project Costs, financing plan for the project, project cost breakdown, and project schedule.

Public Comment Regarding:

- Where are the funds coming from, revenue funds or the unrestricted assets?

There was discussion regarding the schedule for design, bidding process, and that the project is State mandated.

Motion by: Vice-President Pease to Accept the 2019 Master Plan Update from Stantec Consulting Engineers and direct Staff to proceed on implementing the list of Essential Projects from the Master Plan Update (the Essential Projects list includes the Denitrification Project, Improvements to Plant No. 1, and other miscellaneous improvements).

Second by: Director Graves.

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

2. Discussion and Possible Action Regarding Approving the Scope of Work with Herwit Engineering for the Design, Construction Management and Inspection of the Denitrification and Master Plan Improvements Projects.

Assistant General Manager Breitstein – Provided the details regarding the process of the Design, Construction Management and Inspection of the Denitrification and Master Plan Improvements Projects.

There was discussion regarding the scope of work that is broken into 3 elements (Design, Construction Management and Inspection) and approving the engineering design first and then bring back Construction Management and Inspection to the Board at a later point. The discussion continued regarding the project and the cost.

Motion by: Director Leete to approve the Scope of Work for the Engineering Design and Bid Services in an amount of \$838,060.00 to Herwit Engineering for the Improvements for the Denitrification Project.

Second by: Vice-President Pease.

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

Additional discussion regarding the remaining part of the project; will be during the bid process.

G. DIRECTORS' REPORTS

1. Standing Committee Reports – None.
2. Other Reportable Items – Director Leete and General Manager Davies attended the East County Water Management Agency meeting; presentation regarding the delta conveyance program (replacement of the Twin Tunnels Project), and the addition of Bethel Island to the agency.

H. MANAGER'S REPORT

Parks and Landscape Manager Bill Engelman – Introduced himself and provided a background of his previous jobs.

General Manager Davies – Stated that the Recreation Programs Supervisor, Mac has announced his retirement and invited him to the podium for a few words.

Recreation Programs Supervisor Kaiser – Thanked the Board, Town, and Staff for the opportunity to be the Recreation Programs Supervisor.

The Board thanked Mac Kaiser for the formation of the Recreation Department.

General Manager Davies – Announced the promotion of the new Recreation Programs Supervisor, Monica Gallo.

Recreation Programs Supervisor Gallo – Provided a background of herself.

There was discussion regarding the Parks and Recreation Committee working with Staff on different ideas and the funding for the projects.

I. GENERAL MANAGER'S REPORT

General Manager Davies – Credit to Executive Assistant Heintl regarding the SDLF Platinum-Level of Governance and handed out coasters and pens to the Board.

General Manager Davies – Provided details regarding the attendance of the State Water Board meeting.

District Engineer Harris – Provided additional details regarding the State Water Board meeting; Ammonia Level changed to 1.2.

J. CORRESPONDENCE RECEIVED (Information Only)

1. Contra Costa County Aviation Advisory Committee meeting minutes for September 12, 2019.
2. Contra Costa County Aviation Advisory Committee meeting minutes for October 10, 2019.

K. FUTURE AGENDA ITEMS

General Manager Davies – Provided an update regarding the Community Center Pool and will contact Terracon regarding the plans. The next stage will be the plan review by the County.

General Manager Davies – Stated that he will keep the Board informed regarding the Community Center Pool under the General Manager's Report.

L. ADJOURNMENT

1. The meeting adjourned at 8:20 p.m. to the regular meeting on December 4, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-22-19

<http://www.todb.ca.gov/agendas-minutes>