



# TOWN OF DISCOVERY BAY CSD

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

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY CSD  
Wednesday January 5, 2011  
1800 Willow Lake Road, Discovery Bay, California  
REGULAR MEETING 7:00 P.M.  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

**A. ROLL CALL**

The meeting was called to order at 7:00p.m. President Graves led in the Pledge of Allegiance. Roll call was taken and all Directors were present. The Oath of Office of Board Member's Brian Dawson, Kevin Graves, and Chris Steele was administered. There was a short recess for refreshments.

The meeting was called back to order at 7:15p.m.

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

Iris Obregon on behalf of Assemblymember Joan Buchanan – Stated that Assemblymember Joan Buchanan sends her regards in the start of 2011 and congratulates the elected Board Members. Iris Obregon announced that there is a satellite office to help with support needed with State issues and any other items that Assemblymember Joan Buchanan needs to be aware of. Iris Obregon also discussed the Committee assignments for 2011 that Assemblymember Joan Buchanan will be in charge of.

**C. BOARD OFFICERS APPOINTMENT**

President Graves – Explained the process to the board to elect new officers at the beginning of each year. He then opened nominations.

Motion made by – Director Dawson to nominate Kevin Graves for President and seconded by Director Steele.

Motion carried to close the nominations for President by the following vote: AYES: 5, NOES: 0.

Motion carried for Kevin Graves as President by the following vote: AYES: 5, NOES: 0

Motion made by – Director Simon to nominate Director Tetreault for Vice-President

Motion made by – Director Steele to nominate Director Dawson for Vice-President

Motion made by – President Graves to close the nominations and seconded by Director Tetreault

Motion carried to close the nominations for Vice-President by the following vote: AYES: 5, NOES: 0.

The motion failed for Director Tetreault for Vice-President by the following vote: AYES: 2 – Director Simon and Director Tetreault, NOES: 3 – President Graves, Director Dawson and Director Steele

The motion carried for Director Dawson for Vice-President by the following vote: AYES: 3 – President Graves, Director Dawson, and Director Chris Steele, NOES: 2 – Director Simon and Director Tetreault

Motion made by – Director Tetreault to nominate Director Simon for President Pro-Tempore

Motion carried to close nominations for President Pro-Tempore

Motion carried for Mark Simon as President Pro-Tempore by the following vote: AYES: 5, NOES: 0.

**D. AREA AGENCIES REPORTS / PRESENTATION**

**1. DEPUTY SHERIFF /MARINE PATROL REPORT**

Lieutenant Burton – 51 Reports – Pointed out the incidents on the report and that some of thefts are due to unlocked doors. The statistics from the year of 2010 to last year of 2009, crime was down in most of the categories. Lieutenant Burton handed out a flyer of a person of interest that the department is trying to identify and if anyone has any information please contact the Sheriff's dispatch at 925-646-2441.

**2. CHP REPORT – No Report**

3. FIRE DISTRICT REPORT – No Report
4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT
5. COUNTY'S CODE ENFORCEMENT DEPARTMENT REPORT – No report
6. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

Karyn Cornell – There will be delays on January 6, 2011 and January 7, 2011 from 8:30a.m. to 3:00p.m. on Vasco Road due to the Safety Improvement Project. There is one opening for an Environmental Organization Seat on the Contra Costa Integrated Pest Management Advisory Committee and the application forms are provided. The Notice of Completion and availability and Notice of Public Hearing for the Vasco Winds Repowering Project is available for your review and a copy is in the Town of Discovery Bay CSD District Office.

**E. CONSENT CALENDAR**

1. Minutes of Special Meeting December 15, 2010, Regular Meeting December 15, 2010, and Special Meeting December 20, 2010
2. District Invoices
3. Adopt Resolution No. 2011-01 Assigning Check Signing Signature Authority
4. Audited Financial Statements for FY 2008-09

**Motion made** – by Director Simon to approve 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. Appointment of Board Members to District Representative Committee Positions

**President Graves** – Presented this item to the board. The board decided on the following:

<u>Committee</u>	<u>Director Appointed</u>	<u>Alternate</u>
Community Center	Ray Tetreault	Chris Steele
Contra Costa County Aviation Advisory Committee	Kevin Graves	Chris Steele
Contra Costa County Code Enforcement	Ray Tetreault	Mark Simon
Contra Costa Special Districts Association	Kevin Graves	Chris Steele
East Contra Costa County Fire Protection District	Kevin Graves	Mark Simon
East County Water Management Agency	Board President	Vice-President
LAFCo	Chris Steele	Mark Simon
Parks/Landscaping	Mark Simon	Brian Dawson
Police Services	Ray Tetreault	Brian Dawson
School Districts	Brian Dawson	Chris Steele
Transportation	Brian Dawson	Kevin Graves
Water & Sewer Vendor	Ray Tetreault	Kevin Graves

**Motion made** – by President Graves to approve the representatives that have been appointed to these positions and seconded by Vice-President Dawson. Motion carried by the following vote: AYES: 5, NOES: 0.

2. Recommendation to Negotiate a Five (5) Year Services Contract with Veolia Water NA to provide Water and Wastewater Services to the Town of Discovery Bay CSD

**General Manager Howard** – Discussed the recommendation in detail and after initial review of all proposals, the list was narrowed down to two (2) firms: CH2M Hill and Veolia Water. The Committee selected Veolia Water after thorough review. The discussion continued between the General Manger and the Board in regards to the decision to negotiate the contract with Veolia.

**Motion made** – by Director Simon to Negotiate a Five (5) Year Services Contract with Veolia Water to provide Water and Wastewater Services to the Town of Discovery Bay CSD and seconded by Director Tetreault. Motion carried by the following vote: AYES: 5, NOES: 0.

**G. COMMITTEE/LIAISON REPORTS**

1. Trans-Plan Report

**Duane Steele** – Provided details on the Trans-Plan Committee Meeting from December 9, 2010. The next meeting will be held on January 13, 2011 at 6:30.

2. County Planning Commission Report

**Duane Steele** – Provided details on the County Planning Commission Meeting from December 16, 2010.

3. Code Enforcement Report - No Report

4. Special Districts Report\*\* - No Report

\*\*These meetings are held Quarterly

**H. CHAIR REPORT AND DIRECTORS' COMMENTS**

**President Graves** – The Water Quality Control Board had an inspection of our sites and all items were corrected and the only item found were weeds in one of the digesters.

**I. GENERAL MANAGER'S REPORT**

**General Manager Howard** – Wanted to remind the Board and the public of the upcoming Workshop on January 22, 2011 from 9:30 to 1:30.

**J. LEGAL COUNSEL REPORT**

None

**K. CORRESPONDENCE – Discussion and Possible Action**

1. R – Letter from Supervisor Piepho regarding Highway Safety Improvement Program, Cycle 4 – Grant Applications and Transportation Development Act – Grant Application dated November 19, 2010

2. R – Letter from Supervisor Piepho regarding the Board Orders from the November 23, 2010 meeting dated November 30, 2010

3. R – Letter from Supervisor Piepho from Contra Costa Housing Authority dated December 6, 2010

4. R – Letter from Supervisor Piepho regarding the Grant Application for the Marsh Creek Road Safety Project dated December 8, 2010

5. R – Letter from Supervisor Piepho regarding correspondence from several Congressional representatives dated December 13, 2010

**L. PUBLIC RECORD REQUESTS RECEIVED**

**M. FUTURE AGENDA ITEMS**

**General Manager Howard** – The Cash Policy will be coming back at the January 19, 2011 Board meeting

**Vice-President Dawson** – Discuss ways to improve information transmitted to the public

**Director Simon** - Capital Improvement Report

**General Manager Howard** – Stated that he would like the Capital Improvement Report in the 1<sup>st</sup> Meeting in February.

**N. ADJOURNMENT**

The meeting was adjourned at 8:19p.m. to the next regular meeting on January 19, 2011 at 1800 Willow Lake Rd Located in back of Delta Community Presbyterian Church.

cmc – 01.10.11