



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Tuesday, July 16, 2013

SPECIAL MEETING 7:00 P.M.

1800 Willow Lake Road, Discovery Bay, California

Website address: www.todb.ca.gov

SPECIAL 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 Former President Ray Tetreault

Roll Call – All Present

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

Former President Ray Tetreault – Stated his comments regarding the Appointment of a New Board Member. There was one other Public Comment Speaker

C. PRESENTATIONS

None

President Simon – Stated that the Agenda Item J-1 – Board Vacancy Appointment will be moved before Agenda Item D – President Report and Directors' Comments

Legal Counsel Rod Attebery – Provided the details regarding Agenda Item J-1 – Board Vacancy Appointment. There were three residents interested in the Board Vacancy – each stated their qualifications and discussed their reasons for seeking appointment to the Town of Discovery Bay Board of Directors:

Michael Gaffney – Provided the details of his strengths and qualifications. There was discussion between the Board of Directors and Michael Gaffney.

Marianne Wiesen – Provided the details of her strengths and qualifications. There was discussion between the Board of Directors and Marianne Wiesen.

Brian Enbom – Provided the details of his strengths and qualifications. There was discussion between the Board of Directors and Brian Enbom.

President Simon – Nominations Opened

Nominated by: Vice-President Graves to nominate Marianne Wiesen for the Board of Director vacancy

Second by: Director Steele

There was discussion within the Board.

Legal Counsel Rod Attebery – Provided additional details regarding the nomination process.

The discussion continued within the Board.

Vote – Motion Carried – AYES: 3 – President Simon, Vice-President Graves, Director Steele, NOES: 1 – Director Pease

President Simon – Thanked the other two applicants – Michael Gaffney and Brian Enbom and also thanked the newly appointed Board Member – Marianne Wiesen.

Vice-President Graves – Thanked the other two applicants – Michael Gaffney and Brian Enbom

Legal Counsel Rod Attebery – Stated that the appointee will take the Oath of Office

General Manager Howard – Administered the Oath of Office for the Town of Discovery Bay CSD appointee, Director Marianne Wiesen.

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided the report and details of the East Contra Costa Fire Protection District meeting dated July 8, 2013.

Vice-President Graves – Provided the report and details of the Contra Costa County Aviation Advisory Committee meeting dated July 11, 2013.

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. DRAFT minutes of previous regular meeting dated July 3, 2013

2. Approve Register of District Invoices

Motion by: Director Pease to approve the Consent Calendar

Second by: Director Steele

Vote: Motion Carried – AYES: 5 – President Simon, Vice-President Graves, Director Pease, Director Steele, Director Wiesen, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Consideration, approval and adoption Resolution No. 2013-13 to revise Park Rules and Regulations forms and fees for the Town of Discovery Bay CSD owned and maintained parks and facilities

General Manager Howard – Provided details of item F-1

Parks and Landscape Manager – Provided additional details of item F-1. There was discussion between the Parks and Landscape Manager and the Board.

Motion by: Vice-President Graves to approve and adopt Resolution No. 2013-13 adopting revised Park Rules & Regulations and Reservations forms and fees for the Town of Discovery Bay CSD owned and maintained parks and facilities

Second by: Director Pease

Vote: Motion Carried – AYES: 5 – President Simon, Vice-President Graves, Director Pease, Director Steele, Director Wiesen, NOES: 0

2. Community Movie Night(s) at Discovery Bay Community Center

General Manager Howard – Provided details of item F-2. There was discussion between the General Manager, the applicant, the Parks and Landscape Manager, and the Board.

Motion by: Vice-President Graves to approve Community Movie Night(s) at Discovery Bay Community Center on Friday nights beginning July 19, 2013 and running through September 6, 2013 and movies that are displayed shall not exceed a PG rating from the Motion Picture Association of America (MPAA) and that the fee charge for the Discovery Bay Community Center be \$100.00 per event which includes the out of pocket expenses and to waive the five days on the first event.

Second by: Director Steele

Vote: Motion Carried – AYES: 5 – President Simon, Vice-President Graves, Director Pease, Director Steele, Director Wiesen, NOES: 0

3. Annual Intention to Levy and Collect Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2013-2014 and Approve and Adopt Resolution 2013-12

General Manager Howard – Provided details of item F-3. There was discussion between the General Manager, the Parks and Landscape Manager, and the Board.

Motion by: Director Pease to accept Engineer's Report and Adopt Resolution No. 2013-12 authorizing the Intent to Levy and Collection of Annual Assessments for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2013-2014

Second by: Director Steele

Vote: Motion Carried– AYES: 5 – President Simon, Vice-President Graves, Director Pease, Director Steele, Director Wiesen, NOES: 0

G. VEOLIA REPORT

1. Veolia Report for the Month of June 2013

Project Manager Fermin Garcia – Provided the details of the June 2013 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, and the Board.

H. MANAGER'S REPORTS

None

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

General Manager Howard – Provided details in regards to his vacation, orientation information for the newly appointed Director – Marianne Wiesen, lifeguards at the Community Center pool, and the Pickleball Construction to be complete next week.

J. DISTRICT LEGAL COUNSEL REPORT

1. Board Vacancy Appointment

This item moved before Agenda Item D – President Report and Directors’ Comments

K. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Status Report (No written report)

Vice-President Graves – Provided the meeting dated for the Community Center Committee dated Monday, July 29, 2013

L. CORRESPONDENCE – Discussion and Possible Action

1. R – Discovery Bay P6 Zone Citizen Advisory Committee meeting minutes dated April 15, 2013

2. R – State Route 4 Bypass meeting minutes dated June 13, 2013

3. R – Byron Municipal Advisory Council meeting minutes dated June 20, 2013

4. R – Letter from the Contra Costa County Office of the Sheriff regarding the funding allocation of the Byron Union School Resource Officer (SRO) dated June 26, 2013

M. PUBLIC RECORD REQUESTS RECEIVED

N. FUTURE AGENDA ITEMS

1. Community Center work sessions

O. ADJOURNMENT

The meeting adjourned at 8:12 p.m. to the next Regular meeting dated August 7, 2013 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 07.29.13

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