



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday February 15, 2012
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

1. Call to Order – 7:00 p.m. by President Steele
2. Pledge of Allegiance – Led by President Steele
3. Roll Call – All Present

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

There was one (1) Public Comment Speaker

C. PRESENTATIONS

General Manager Howard – Requested that Veolia Water, Project Manager Berney Sadler introduce the Veolia Staff
Project Manager Berney Sadler – Introduced the staff for Veolia Water of Discovery Bay

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

President Steele – Provided a plaque to Kevin Graves on behalf of the Town of Discovery Bay CSD in recognition of his term as President and for his leadership for the Town of Discovery Bay

Vice-President Graves – Provided his report and the details of the East Contra Costa County Fire Protection District meeting dated February 6, 2012. He also provided his report and the details of the East Contra Costa County Transplan Committee meeting dated February 9, 2012

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 Regular Meeting dated February 1, 2012
2. Minutes of previous Special Meeting (6:00) dated February 8, 2012
3. Minutes of previous Special Meeting (6:30) dated February 8, 2012
4. District Invoices
5. District Financials

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Tetreault

Vote: Motion carried – AYES: 4, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Establish the Investment Oversight Ad-Hoc Committee

General Manager Howard – Provided the details of Item F-1

Motion by: President Steele to recommend that he and Director Simon serve on the Investment Oversight Ad-Hoc Committee

Second by: Director Tetreault

Vote: Motion carried – AYES: 4, NOES: 0

2. Establish Recreation Ad-Hoc Committee

General Manager Howard – Provided the details of Item F-2

There was discussion between the General Manager and the Board

Legal Counsel Schroeder - Made a suggestion to approve the establishment of the Recreation Ad-Hoc Committee and hold off on appointment until there is a full Board

Motion by: Director Simon to establish the Recreation Ad-Hoc Committee

Second by: Vice-President Graves

Vote: Motion carried – AYES: 4, NOES: 0

3. Award of contract to Vintage Contractors for Cornell Park Tennis Courts Resurfacing

General Manager Howard – Provided the details of Item F-3

There was discussion between the General Manager, the Parks and Landscape Manager, and the Board

Motion by: Vice-President Graves to accept the Proposal as presented

Second by: Director Simon

Vote: Motion carried – AYES: 4, NOES: 0

4. Award Base Bid to the Lowest Responsive Bidder, Conco West, for Dewatering Project in the amount of \$899,800

General Manager Howard – Provided the details of Item F-4

Motion by: Director Tetreault to accept the Bid for \$899,800

Second by: Director Simon

Vote: Motion carried – AYES: 4, NOES: 0

5. Approve Contract with EnerPower Inc. for Utility Rate Analysis Services

General Manager Howard – Provided the details of Item F-5

John Ryan, President of EnerPower – Provided additional details of Item F-5

There was discussion between the President of EnerPower, the General Manager, the Water and Wastewater Manager, and the Board

Motion by: Director Tetreault to accept the Contract for Utility Rate Analysis Services

Second by: Vice-President Graves

Vote: Motion carried – AYES: 4, NOES: 0

G. VEOLIA REPORT

Project Manager Berney Sadler – Provided the details of the January 2012 Monthly Operations Report.

There was a discussion between the General Manager, the Water and Wastewater Manager, and the Board

H. MANAGER'S REPORTS

None

I. GENERAL MANAGER'S REPORT

General Manager Howard – Reminding the Board that Monday, February 20, 2012 is a Holiday and the Town of Discovery Bay CSD Offices will be closed. Moving forward with the Earth Day Program, which will take place at Slifer Park on April 21, 2012

J. DISTRICT LEGAL COUNSEL REPORT

1. Board Vacancy: Discussion and possible action

Legal Counsel Schroeder – Provided the details of Item J-1

There was discussion between the Board and Legal Counsel

Motion by: Vice-President Graves to move forward with an appointment for that seat to occur within the timeframe allotted in order to best bring matters to the Public in a full Board as we are charged

The discussion continued between the Board and Legal Counsel

Legal Counsel Schroeder – Recommendation is to direct Staff to provide notice that the Board is looking for people who are interested in being appointed to fill the vacancy, set a timeline, March 7, 2012 meeting and at that meeting make the determination that there is enough applicants for the vacancy

Motion withdrawn by: Vice-President Graves

Motion by: Vice-President Graves to direct Staff to make an announcement to the Public to present the Board with resumes and be present at the March 7, 2012 meeting and to be available for questions

Second by: Director Simon

Vote: Motion carried – AYES: 4, NOES: 0

K. COMMITTEE UPDATES

None

L. CORRESPONDENCE-Discussion and Possible Action

1. R – Contra Costa County Aviation Advisory Committee meeting Minutes for October 13, 2011
2. R – Letter to Mr. Mohammad Farhad from Veolia regarding SSO at 1413 and 1245 Willow Lake Road
3. R – Transplan Committee meeting Minutes for January 12, 2012
4. R – Letter from Supervisor Piepho – Board Orders from 1.24.12 Meeting dated February 2, 2012
5. R – Flyer - Levee Vegetation Research Symposium held in Sacramento on August 28-30, 2012

M. PUBLIC RECORD REQUESTS RECEIVED

None

N. FUTURE AGENDA ITEMS

None

O. ADJOURNMENT

The meeting adjourned at 7:51 p.m. to next Regular meeting of March 7, 2012 starting at 7:00pm at 1800 Willow Lake Road-Located behind the Delta Community Presbyterian Church.

For the Audio of this meeting please visit our Website at

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

//cmc – 02.22.12