



TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Mark Simon • Director - Brian Dawson • Director - David Piepho • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING
AND THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday November 03, 2010
1800 Willow Lake Road, Discovery Bay, California
REGULAR MEETING 7:00 P.M.
Website address: www.todb.ca.gov**

SPECIAL MEETING at 6:30p.m.

President Graves called the meeting to order at 6:30p.m. Director Piepho was absent. All other Directors were present.

A. CLOSED SESSION:

District Legal Counsel McGrew took the meeting into closed session.

1. CONFERENCE WITH LABOR NEGOTIATOR Government Code section 54957.6

Agency Designated Representative: Richard J. Howard

Unrepresented Employees: All

B. Return to open session; report on closed session

The Board returned from Closed Session and District Legal Counsel McGrew returned the meeting to open session and stated that there was no reportable action taken. The meeting adjourned at 7:00p.m.

REGULAR MEETING AT 7:00p.m.

A. ROLL CALL

The meeting was called to order at 7:02p.m. President Graves led the Pledge of Allegiance. Roll call was taken. All Directors were present with the exception that Director Piepho was absent. District Legal Counsel McGrew stated that the board held a closed session at 6:30p.m. and there was nothing to report.

President Graves – Issued an apology for his behavior at the meeting dated October 6, 2010.

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

No Comments

C. AREA AGENCIES REPORTS / PRESENTATION

1. DEPUTY SHERIFF /MARINE PATROL REPORT

Tony Fontenot - Resident Crime Prevention Specialist – Presented his report and explained in detail the items.

2. CHP REPORT – No Report

3. FIRE DISTRICT REPORT

Battalion Chief Burris – Stated that the format has been changed to reflect a monthly comparison. He then gave details on the report

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT

Chief Henderson – Provided an update on the status of the East Contra Costa Fire Protection District and that they are working on revenue enhancements. The ECC Fire Protection District has hired a Consultant. Also they will be doing polling in November and December to get a sense of enhancing the ECC District Revenue.

The ECC Fire Protection Board will make the decision on a possible special parcel tax over an assessment tax, which will be an improvement to their stream.
Another important subject matter was moving to an elected Board, which is a two (2) step process, and which may calculate up to \$200,000.
The ECC District Staff is researching a less expensive method for the election; mail ballot verses a full election.
The Board and Chief Henderson had a discussion on the revenue enhancements, hiring of a Consultant and moving to an elected Board.

5. COUNTY'S CODE ENFORCEMENT DEPARTMENT REPORT

Patty Cookson – Discovery Bay Code Enforcement Officer –Wanted to introduce Conrad Fromme who is the Senior Code Enforcement officer for the East County Area.

Conrad Fromme – Provided slides on different items that the Code Enforcement Department covers within Discovery Bay and surrounding areas. To obtain forms go to www.cccounty.us/forms.aspx

6. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT

Karyn Cornell – Discussed the road improvements within Discovery Bay and also, provided information on the different meetings coming up. The update on the Grant funding for the Knightsen/Byron transportation study is a project that did not receive State funding.

D. CONSENT CALENDAR

1. Consideration of Purchasing and Procurement Policy
2. Letter of Commendation for Lt. Mike Burton
3. Veolia Monthly Reports for the Months of March, April, and June 2010
4. District Financials
5. Minutes of Regular Meeting for October 20, 2010
6. District Invoices

Resident Richardson – Commented on the section of the Minutes regarding the Internship Program from the Regular Meeting for October 20, 2010.

Motion made – by Vice-President Simon to approve the Consent Calendar and seconded by Director Dawson. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Director Piepho.

E. NEW BUSINESS AND ACTION ITEMS

1. Lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park

General Manager Howard – Explained the lease agreement in detail and is communicating with T-Mobile to finalize the adjustments within the agreement.

Motion made – by Director Tetreault to Approve lease agreement between T-Mobile West Corporation and the Town of Discovery Bay, a Community Services District, for the placement of a cellular antenna to be located at the Newport Lift Station, adjacent to Slifer Park and authorize the President of the Board to execute all associated lease documents and seconded by Director Dawson. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 – Director Piepho.

F. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – **No Report**
2. County Planning Commission Report – **No Report**
3. Code Enforcement Report – **No Report**
4. Special Districts Report** - **No Report**

**These meetings are held Quarterly

G. CHAIR REPORT AND DIRECTORS' COMMENTS

Vice-President Simon – Wanted to congratulate Director Dawson and President Graves for being elected to the board and to also congratulate Chris Steele as our new Board Member.

President Graves – Provided the report from the meeting of the East County Water Management Association and handed in his written report for the District files.

H. GENERAL MANAGER'S REPORT

General Manager Howard – The RFP for the Water and Wastewater Services were received and distributed to the committee. Also, provided slides for the Well 6 project.

I. **LEGAL COUNSEL REPORT**

No Report

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

1. R – Letter from Supervisor Piepho regarding the Economic Opportunity Council
 2. R – Letter from Supervisor Piepho regarding postponement of the certification of the 4th High School Environmental Impact Review.
 3. R – Letter from Supervisor Piepho regarding the status of the Floodplain Designation in the Discovery Bay Area
 4. R – Letter from Supervisor Piepho regarding the proposed Bonita House Knightsen Facility Application
- No Comments

K. **PUBLIC RECORD REQUESTS RECEIVED**

Request from William Richardson – 16,450 Gallon Sewage Spill
Request from William Richardson – for Director Brian Dawson's email correspondence
Request from Don Flint – Stipends for non-CSD activity
Request from Don Flint – June 2010 Sewer Spill and conspiracy allegations
Request from anonymouspr@gmail.com – Anonymous Public Records
Request from anonymouspr@gmail.com – Copies of Public Records Requests
Request from anonymouspr@gmail.com – Correspondence Included in agenda packets

No Comments

L. **FUTURE AGENDA ITEMS**

Director Dawson – Suggested that staff create a policy for the Anonymous Public Records request.
President Graves – Would like to have the minutes transformed into Action Minutes or in other terms brief minutes, due to the audio covering all details of the meeting. President Graves would also like to have on the agenda the decision of how the funds from T-Mobile will be used.

M. **ADJOURNMENT**

The meeting was adjourned at 8:24p.m. to next regular meeting on November 17, 2010 at 1800 Willow Lake Rd – Located in back of Delta Community Presbyterian Church.

cmc – 11.9.10