



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



## SDLF Gold-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 February 20, 2019  
REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: [www.todb.ca.gov](http://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)

None.

##### 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 February 6, 2019.
2. Approve Register of District Invoices.
3. Approve Board Attendance at the Special District Leadership Academy Conference.
4. Approve Parks and Recreation Public Event Calendar for 2019.
5. Approve Attendance to the Annual California Parks & Recreation Conference.

Motion by: Vice-President Pease to approve the Consent Calendar.

Second by: Director Graves.

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

##### D. PRESENTATIONS

None.

##### E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of January – No Report.

##### F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding General Manager Compensation.

President Mayer – Provided the details of the annual review and evaluation of the General Manager.

Public Comment Regarding:

- Thanked the Board for placing this item on the agenda as a discussion item.

There was discussion regarding the questionnaires filled out and the compensation is fair and reasonable.

Motion by: President Mayer to compensate the General Manager at \$150,000 per year and direct Legal Counsel to draft a revision to his contract accordingly.

Second by: Director Leete

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

2. Discussion and Possible Action Regarding Approval of DRAFT Administrative Revisions to the Facility and Parks Rental Fee Schedules.

Recreation Programs Supervisor Kaiser – Provided the details of the draft administrative revisions to the Facility and Parks Rental Fee Schedules. There was discussion regarding the item reviewed at the Parks and Recreation Committee meeting. The consensus of the Parks and Recreation Committee is to recommend to the Board approval of the Facility and Parks Rental Fee Schedules.

Motion by: Director Graves to approve the DRAFT administrative revisions to both the Facility and Parks Rental Fee Schedules including; 1) the removal of the discount for the reservation of multiple rooms or items at the Community Center; 2) updating the definition of the term “Commercial”; 3) and eliminating the waiver of deposits on facilities reserved for less than three (3) hours as recommended by the Standing Parks and Recreation Committee at the February 20, 2019 meeting.

Second by: Director Leete.

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

3. Discussion and Possible Action Regarding the 2019 Program, Activities, and Event Fee Waivers.

Recreation Programs Supervisor Kaiser – Provided the details of the 2019 Program, Activities, and Event Fee Waivers. There was discussion regarding the Bridge on the Lakes and Hand and Foot groups.

Public Comment Regarding:

- Objection of fee waivers; Bridge on the Lake and Hand and Foot.
- Residency of registrants.
- Transparency and Fee Waivers; River Otters sponsored group what is the fair rental value of the pool and fees waived.

There was discussion regarding the item reviewed at the Parks and Recreation Committee meeting and at some point the item may be discussed at a workshop. The consensus of the Parks and Recreation Committee is to recommend to the Board approval of the 2019 Program, Activities, and Event Fee Waivers.

Motion by: Vice-President Pease for acceptance of Fees Waivers approved by the General Manager for the following 2019 Program, Activities, and Events.

Second by: Director Gutow

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

4. Discussion and Possible Action Regarding Approval of Notice of Completion for the Front Entrance Project.

Parks and Landscape Manager Miller – Provided the details regarding the completion of the first portion of the Front Entrance Project (masonry repairs and painting), and will continue to search for installers of the caps portion of the project. There was discussion regarding the caps for the front entrance.

Motion by: Director Graves to approve the Notice of Completion and authorize the General Manager to release all retention for this project to Tiber Painting. (\$3,400.00)

Second by: Vice-President Pease.

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

**G. INFORMATIONAL ITEMS ONLY**

None.

**H. DIRECTORS' REPORTS**

1. Standing Committee Reports.

- a. East Contra Costa Fire Protection District Meeting – February 13, 2019 – President Mayer attended the meeting and items discussed; Station 55 in Oakley will be complete in June and hiring 6 new Fire Fighters,
- b. Parks and Recreation Committee Meeting – February 20, 2019 – Director Graves attending the meeting and items discussed were items at this meeting and the other item was the pool; reviewed the reports from Terracon.

2. Other Reportable Items.

**I. MANAGER'S REPORT**

None.

**J. GENERAL MANAGER'S REPORT**

1. Highway 4 and Discovery Bay Boulevard Update.

General Manager Davies – Provided an update regarding Highway 4 and Discovery Bay Boulevard; several items considered for safety improvements, Cal Trans Engineering will do a survey, and the next meeting will be March 19, 2019. There was discussion regarding the options and the data needed at the intersection.

Public Comment Regarding:

- Items considered for safety; cameras at the intersection.

There was discussion regarding cameras at the intersection.

Public Comment Regarding:

- Background of the Highway 4 and Discovery Bay Boulevard intersection, thanked General Manager Davies for his effort and attention regarding the intersection, concerns of Discovery Bay residents, and speed bumps in the passing lane.

There was discussion regarding speed bumps in the passing lane, and other options for safety improvements.

**K. CORRESPONDENCE RECEIVED**

1. Received – Contra Costa County Aviation Advisory Committee meeting minutes for December 13, 2018.
2. Received – Contra Costa County Aviation Advisory Committee meeting minutes for January 10, 2019.
3. Received – East Contra Costa Fire Protection District meeting minutes for January 9, 2019.
4. Received – East Contra Costa Fire Protection District meeting minutes for January 11, 2019.
5. Received – State Route 4 Bypass Authority meeting minutes for December 13, 2018.

**L. FUTURE AGENDA ITEMS**

None.

The regular meeting adjourned at 7:33 p.m. to the Closed Session.

**M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

Legal Counsel Pinasco - The Town of Discovery Bay will adjourn to Closed Session to discuss the matters identified on the Agenda as N-1.

**N. CLOSED SESSION:**

1. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Michael R. Davies  
Unrepresented Employee: All TODB Employees

**O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

Legal Counsel Pinasco - Reporting from Closed Session on item N-1 and there is no reportable action.

**P. ADJOURNMENT**

1. The meeting adjourned at 7:50 p.m. to the regular meeting on March 6, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 02-22-19

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