



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday December 20, 2017
REGULAR MEETING 7:00 P.M.**

**Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: 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 Leete.
2. Pledge of Allegiance – Led by Director Steele
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 December 6, 2017.
2. Approve Register of District Invoices.
3. Approve and adopt Resolution No. 2017-19 to Provide Workers' Compensation Coverage to Board and Volunteers.
4. Approve Agency Comment Request – Development Plan Application – DP17-3052 Floating Boat Dock 1214 Marina Circle.
5. Approve Agency Comment Request – Variance Permit Application – VR17-1049 Side Yard Canopy Variance 124 Tennyson Court.

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

Second by: Director Pease

There was discussion regarding Agenda Item G-5 related to the neighbors being alerted of the variance permit application; the County is collecting comments from a variety of interested parties, which includes the neighbors.

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report.

Battalion Chief Ross Macumber – Provided the details regarding the East Contra Costa Fire Protection District Report related to weed abatement, a unit sent to Southern California (fighting the fires), updates to the Town website, and future ECCFPD meeting date announcements. There was discussion related to the location of the January 8, 2018 meeting and announcing the meetings.

E. PRESENTATIONS

1. Mark Armstrong - Pantages Properties Update Presentation.

Mark Armstrong - Pantages Properties – Provided a background of the Pantages Properties along with other details regarding the project; expected life of the sea wall, plans through permitting process, and possible changes to the permit. There was discussion regarding the completion of the permit (6 months), turning dirt in 2019, construction traffic (Bixler and Point of Timber), and barges in some locations (Kellogg Creek for widening).

2. District Water Engineer Shobe – Water Meter Project Report.

District Water Engineer Shobe – Provided the details of the Water Meter Project related to the completion of the project, also provided an overview of the project. A summary of the Water Meter Project will be prepared and presented to the Board at a future Board meeting. There was discussion related to the installation fee for the water meter on the bill.

F. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of November 2017.

Project Manager Berney Sadler – Provided the details of the November 2017 Monthly Operations Report, the provided slides regarding the preparation work for the Generator, the Air Board Permit. There was discussion regarding the high winds and there was no damage.

G. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding the Board position of President Pro-Tempore.

General Manager Davies – Provided the details regarding the Board position of President Pro-Tempore.

Motion by: Director Pease to amend Board Policy No. 004 to eliminate the Board position of President Pro-Tempore effective December 31, 2017, and provide that should the President and Vice President not be present to chair a meeting, the duties of the chair shall be performed by the Board member with the highest seniority. In the event seniority cannot be determined due to the date of the assumption of office, the Board member with the highest vote count in their most recent election shall prevail as the senior member.

Second by: Director Mayer

There was discussion regarding the elimination of President Pro-Tempore.

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

2. Discussion and possible action regarding Board Member assignment to ECWMA.

General Manager Davies – Provided the details regarding Board Member assignment to the ECWMA.

First Motion by: Vice-President Graves to designate 2018 Board President Kevin Graves to replace current Board President Robert Leete as the designated Town representative to the East County Water Management Association (“ECWMA”) Governing Board, and designate 2018 Board Vice President Bill Mayer as alternate, effective January 1, 2018.

Second by: Director Steele

There was discussion regarding the stipend for the ECWMA meeting with additional details related to the attached East County Water Management Association Agreement dated June 26, 1997.

Substitute Motion by: President Leete to have East County Water Management Association assignments be determined in the same manner as other assignments are determined for the Board Members to serve on the Committees for 2018.

Second for the Substitute Motion: Director Pease.

Legal Counsel Attebery – Provided the details related to the process within Policy 002 (Bylaws) – Page 2 Section 2 Terms and Responsibilities of Elected Officers related to Regional Representation along with committee selections (in the order of President, Vice-President) for the East County Water Management Association within the District Representative Listing.

Legal Counsel Attebery – 2017-2018 the Committees have been selected – motion is including that for 2018, the current President (Leete) will remain on the East County Water Management Association Committee through 2018. The District Representative Listing will be brought before the Board in December of 2018; appointments will change at that time for 2019.

First Motion by – Vice-President Graves to designate 2018 Board President Kevin Graves to replace current Board President Robert Leete as the designated Town representative to the East County Water Management Association (“ECWMA”) Governing Board, and designate 2018 Board Vice President Bill Mayer as alternate, effective January 1, 2018.

Vote: Motion Failed – AYES: 2 – Vice-President Graves, Director Steele, NOES: President Leete, Director Mayer, Director Pease.

Substitute Motion by – President Leete to have East County Water Management Association assignments be determined in the same manner as other assignments are determined for the Board Members to serve on the Committees for 2018.

Second for the Substitute Motion: Director Pease.

Vote: Motion Carried – AYES: 3 – President Leete, Director Mayer, Director Pease, NOES: Vice-President Graves, Director Steele.

Legal Counsel Attebery – Clarification the East County Water Management Association will be a non-stipend meeting.

H. INFORMATIONAL ITEMS ONLY

None

I. DIRECTORS’ REPORTS

1. Standing Committee Reports

Director Pease – Provided the details of the Parks and Recreation Committee meeting related to GreenPlay Workshop with the Committee and Staff (Mid-January), MOU with the River Otters, Community Center Calendar, exploring improved lighting in the front of the Community Center.

2. Other Reportable Items.

J. MANAGER’S REPORT

K. GENERAL MANAGER’S REPORT

General Manager Davies – Provided details related to the Electronic Sign Board; shipping within 5 to 6 weeks, reminder that the Town Offices will be closed for Winter Break (December 22, 2017-January 2, 2018). There was discussion related to the Electronic Sign Board (reviewing the design of the sign if needed).

L. CORRESPONDENCE RECEIVED

1. Received – Letter from Restore the Delta – Funding to continue the effort to stop the Delta Tunnels - November 20, 2017.

2. Received – Email from Jim Mattison – Patrol Car/ERP for Discovery Bay – December 13, 2017. Vice-President Graves – Provided comments related to the email from Jim Mattison.

M. FUTURE AGENDA ITEMS

None

N. ADJOURNMENT

1. The meeting adjourned at 8:08 p.m. to the next regular meeting on January 17, 2018 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 01-03-18

<http://www.todb.ca.gov/agendas-minutes>