



# 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 August 16, 2017

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 Leete
2. Pledge of Allegiance – Led by President Leete
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 August 2, 2017.
2. Approve Register of District Invoices.

Motion by: Director Pease to approve the Consent Calendar.

Second by: Director Mayer

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

#### **D. AREA AGENCIES REPORTS / PRESENTATION**

1. East Contra Costa Fire Protection District Report – No report.

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

1. Veolia Report – Month of July 2017.

Project Manager Berney Sadler – Provided the details of the July 2017 Monthly Operations Report. There was discussion regarding the emergency listed on the report.

#### **F. BUSINESS AND ACTION ITEMS**

None

#### **G. INFORMATIONAL ITEMS ONLY**

1. Information on Town Website regarding ADA Compliance Accessibility.

Executive Assistant Heintz and Administrative Assistant McCool – Provided the details regarding the additions to our Website for the Float In (Stay Informed - Sign up for email updates), the ADA Compliance Accessibility page related to the design guidelines, browser accessibility information, details regarding PDF Reader, along with the listening devices available for use during the Town Board Meetings. There was discussion regarding the addition of the Float In (Stay Informed - Sign up for email updates) to be added to the monthly bill.

## **H. DIRECTORS' REPORTS**

### **1. Standing Committee Reports**

Director Pease provided the details of the August 16, 2017 Parks and Recreation Committee meeting related to the Activity Code of Conduct, related to a financial feasibility concept for the Community Center from GreenPlay, Pickleball Courts, Bridge Players, future new Community Center Swimming Pool, and the Front Entrance improvements.

Director Mayer provided the details of the August 7, 2017 East Contra Costa Fire Protection District related to the updates for the Aid Agreement with Contra Costa County Fire Protection District, Proposed Assembly Bills 898 and 899, Assembly Bill 1598 regarding "Active Shooter Incidents", and on Supplying Aid to Victims of Emergency Program (SAVE) Program.

Director Mayer provided the details of the August 9, 2017 P6 meeting related to the traffic speed report, added assistance for Law enforcement within Lakeshore, a RAD Kids presentation, approved vehicle for the Community Resource Officer.

President Leete provided the details of the August 10, 2017 Internal Operations meeting related to the Claims Policy and the Employee Probationary Period.

### **2. Other Reportable Items – None**

## **I. MANAGER'S REPORT**

None

## **J. GENERAL MANAGER'S REPORT**

General Manager Davies – Update related to the water bills sent out for the original part of Discovery Bay and calls received. There was discussion related to the water billing and water meter project.

## **K. CORRESPONDENCE RECEIVED**

1. Received East Contra Costa Fire Protection District meeting minutes for July 10, 2017.

## **L. FUTURE AGENDA ITEMS**

The regular meeting adjourned at 7:18 p.m. to the Closed Session.

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

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding item N-1 and N-2.

## **N. CLOSED SESSION**

1. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (Three Potential Cases).
2. Public Employee Performance Evaluation pursuant to Government Code 54957 (Position: General Manager).

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

(Government Code Section 54957.1)

Legal Counsel Attebery – Reporting from Closed Session on item N-1 and N-2 and there is no reportable action.

## **P. ADJOURNMENT**

1. The meeting adjourned at 8:10 p.m. to the regular meeting on September 6, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 08-18-17

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