



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

CORRECTED MINUTES OF THE REGULAR MEETING

OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday October 2, 2019

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 Mayer.
2. Pledge of Allegiance – Led by Alex with the Boy Scouts of America.
3. Roll Call – All present with the exception of Vice-President Pease.

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

Public Comment Regarding:

- Information shown on the Message Board.
- Background color on the Message Board.

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 September 18, 2019.
2. Approve Register of District Invoices.
3. Approve Board President to Sign Letter of Recognition to the Pacific Coast Water Rescue.

Motion by: Director Graves to approve the Consent Calendar.

Second by: Director Leete.

Vote: Motion Carried – AYES: 4 – President Mayer, Director Graves, Director Leete, Director Gutow, NOES: 0, ABSENT: 1 – Vice-President Pease.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report - Deputy Chief of Staff Lea Castleberry provided the details regarding Code Enforcement (270 citations, some have complied and those that haven't will receive a notice of intent), update on Vasco Road work, and there is a Bethel Island Health and Safety Fair this Saturday 10am to 2pm.
2. Sheriff's Office Report - Lieutenant Foley – Provided the details of the Sheriff Report for calls of service for the month of September; no increase in crime. Also provided an update regarding the License Plate Readers (progressing).
3. CHP Report - Officer Thomas provided an update for the month of September; DUI's, citations for speed, registration, right away (Discovery Bay Boulevard and Highway 4 by the cones), and cell phone. Also update regarding the multi jurisdiction citations. There was discussion regarding the delineators (moving violation with a fine of approximately \$300.00).
4. East Contra Costa Fire Protection District Report – No report.

E. LIAISON REPORTS

None.

F. PRESENTATIONS

None.

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Consider Rehabilitating Wastewater Treatment Plant 1 as Part of the Denitrification Project, or Decommissioning Wastewater Treatment Plant 1 and Expanding the Treatment Facilities at Wastewater Treatment Plant 2 to Provide Necessary Redundancy as part of the Denitrification Project.

District Engineer Harris – Provided an update regarding Plant 1, rough costs, and Option 1 (Rehabilitate Wastewater Treatment Plant No. 1 as part of the Denitrification Project for an estimated cost of \$11,640,000 plus a 15% contingency) or Option 2 (Decommission Wastewater Treatment Plant No. 1 and expand the treatment facilities at Wastewater Treatment Plant No. 2 to provide necessary redundancy as part of the Denitrification Project for an estimated cost of \$21,660,000 plus a 15% contingency).

Public Comment Regarding:

- Consideration to explore other solutions; push back regarding regulations.
- Rate increases, project financing, and reserves of the Wastewater Fund for the projects.
- Rates (current and projected).

Assistant General Manager Breitstein – Provided details regarding Option 1 and Option 2.

- Option 1 - \$13,386,000, utilize \$3m in reserves (drops financing down to \$10,386,000, 30 years at approximately 5%) \$680,000 debt service payment, \$113,000 to the rate payer (on top of current rate),

There was discussion regarding the calculated amount per dwelling per month (a little over a dollar a month/\$13.00 per year).

Assistant General Manager Breitstein – Provided additional details regarding Option 1 financing at \$4m, \$5m, \$6m.

- Option 2 - \$3m of reserves, drop to \$24.9m, project down to \$21m, 5% at 30 years, debt service payment of \$1.496m a year, \$249 per dwelling per year. \$4m of reserves, finance \$20.9m, debt service \$1.428m, \$238 per dwelling per year, \$5m of reserves, finance \$19.9m, debt service \$1.36m, \$226.67 per dwelling per year, \$6m of reserves, finance \$18.9m, debt service \$1.292m, \$215 per dwelling per year.

There was discussion regarding a recap of Option 1;

- Option 1 - \$3m - \$113.33 annual impact to the rate payer.
- Option 1 - \$4m - \$102.00 annual impact to the rate payer.
- Option 1 - \$5m - \$90.67 annual impact to the rate payer.
- Option 1 - \$6m - \$79.33 annual impact to the rate payer.

Additional details regarding the current impact per household for sewer (approximately \$1,000 as of July 1, 2020).

The discussion continued regarding the cost estimates for Option 1 and Option 2 (costs estimates are project cost not design), costs similar to expand Plant 2 and rehabilitate Plant 1 with Denitrification at both locations. Additional discussion regarding new state mandates may cause Plant 1 to be obsolete in the next 20 years and Plant 1 to be an emergency or backup.

District Engineer Harris – Provided a background of the discussion 20 years ago regarding Hofmann's decision to not move Plant 1 to Plant 2 (expensive project and turned down). Also provided details regarding Plant 1 running as a standby (offline for 3 years).

Project Manager Sadler – Provided details regarding Filter problem and the use of Plant 1 for storage.

The discussion continued regarding the Clarifiers, the Filters, Denitrification by 2023, and Plant 1 to be used as a standby and for emergency.

District Engineer Harris – Provided additional details regarding the rotation of Plant 1 and Plant 2 (only during maintenance of Plant 2), and the cost of the projects for Denitrification.

Additional discussion regarding capacity, rotation of Plant 1 and Plant 2 and the solar project.

General Manager Davies – Stated other options were considered.

District Engineer Harris – Pointed out that there is no comparison to the two options.

Projects Manager Yeraka – Stated there are several options discussed with Stantec; land application (extensive report regarding cost, disposal of wastewater and storage, decent drainage), and the process of the Oxidation Ditches.

There was discussion regarding other options to save in the expense.

Motion by: Director Leete to direct Staff to move forward with Option 1: Rehabilitate Wastewater Treatment Plant No. 1 as part of the Denitrification Project for an estimated cost of \$11,640,000 plus a 15% contingency.

Second by: Director Graves.

Vote: Motion Carried – AYES: 3 – Director Graves, Director Leete, Director Gutow, NOES: 1 – President Mayer, ABSENT: 1 – Vice-President Pease.

H. MANAGER'S REPORT

None.

I. DIRECTORS' REPORTS

1. Standing Committee Reports.

- a. Finance Committee Meeting (Committee Members Robert Leete and Bill Mayer)
October 2, 2019 – Director Leete provided the details regarding the Solar Panels, Denitrification, and an updated Purchasing Policy.
- b. Internal Operations Committee Meeting (Committee Members Robert Leete and Kevin Graves)
October 2, 2019. – ***Cancelled.***
- c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer)
October 2, 2019 – President Mayer provided the details regarding Willow Lake Pipe repair, Wastewater Master Plan, NPDES Permit is moving along, and the Well No. 8 site locations.

2. Other Reportable Items.

Director Graves – Provided the details regarding the CSDA Annual Conference; productive event, ability to network with other Service Districts.

Director Gutow – Provided details regarding the CSDA Annual Conference; informative and educational, and having an opportunity to spend some time with the Directors.

Director Graves – Acknowledged General Manager Davies for an award of the Special District Administrator. General Manager Davies – Provided the details of the Award; Special District Administrator Certification (requires experience and taking an exam), and this will raise the Gold Level to a Platinum Level of Governance.

Director Mayer – Provided details regarding the CSDA Annual Conference attendance by many Districts, very beneficial, and congratulations to the General Manager – going from Gold to Platinum.

J. GENERAL MANAGER'S REPORT

General Manager Davies – Provided details regarding the hiring of the Finance Manager starting on October 21, 2019 and will be introduced at the 1st meeting in November. The Parks and Landscaper Manager Interviews begin, Friday, October 04, 2019.

Director Graves – Commended Monica Gallo for completing many projects.

K. CORRESPONDENCE RECEIVED (Information Only)

- 1. Byron Municipal Advisory meeting minutes for August 27, 2019.

Director Graves – Stated he will be out of Town and will not be attending the October 16, 2019 Board Meeting.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

- 1. The meeting adjourned at 7:51 p.m. to the next regular meeting of October 16, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-7-19

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