Bay Point Municipal Advisory Council

Charles Tremaine, 2012 Chair

Federal Glover, District Supervisor, District V

Debra Giles, Administrative Support
3105 Willow Pass Road
Bay Point, CA 94565
925-427-8360

The Bay Point Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

MAC AGENDA

Tuesday January 7, 2014
7:00 PM to 9:00 PM-Bay Point MAC Meeting
Ambrose Recreation and Park District Board Room
3105 Willow Pass Road, Bay Point, CA 94565

Time is allotted under Public Comment for those persons who wish to speak for up to three minutes on any item NOT on the agenda. Persons who wish to speak on matters on the agenda will be heard for up to three minutes when the Chair calls for comments. After persons have spoken on an agendized item, the hearing can be closed by the Chair and the matter is subject to discussion and action by the MAC. Persons wishing to speak are requested to fill out a speaker card.

1. **Call to Order/Roll Call/Pledge of Allegiance**

2. **Approval of Agenda**

3. **Consent items**

All matters listed under Consent Items are considered by the MAC to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the MAC or a member of the public prior to the time the MAC votes on the motion to adopt.

a. Approval of monthly recording secretary invoice. $120.00
b. Record of Action of November 5, 2013 meeting

4. **Public Comment (3 Minutes/speaker) for any topic NOT on the agenda**

5. **Agency Reports**
   a. California State Highway Patrol
   b. Contra Costa County Sheriff's Office
   c. Supervisor Federal Glover General Report – Ed Diokno
   d. Code Enforcement – Joe Losado
   e. Golden State Water – Tina Gonzalez
   f. Recognition of Resident or Business – Eva Garcia

6. **Presentations**
   a. Coastal Cleanup Student Recognition – Patrick Oliver
   b. Convoy of Hope – Carey Gregg

7. **Items for Discussion and/or Action**
   a. Modification to Metro PCS Cell Site – LP13-2119
   b. Recognition of Gloria Magleby – Tremaine

8. **Election and swearing in of 2014 MAC officers, Chair, Vice Chair, Secretary and Treasurer-Major duties of each officer:**

 Chair – The Chair performs the following functions: 1) acts as the head of the advisory body and is the official spokesperson for the body, 2) sets the dates and times of meetings, 3) sets the agenda of the items to be discussed, 4) posts agenda in a timely manner, 5) prepares and distributes annual yearend advisory body report, 6) appoints subcommittees, subject to the approval of the body, and 7) serves ex-officio on all subcommittees. The Chair performs other duties as may be imposed by the advisory body consistent with the office, at the pleasure of the advisory body, until replaced by the election of a new Chair or until losing membership on the advisory body.

 Vice- Chair – The Vice-Chair presides in the absence of the Chair. The Vice Chair performs other duties as may be imposed by the advisory body consistent with the office, serves at the pleasure of the advisory body, until replaced by election of a new Vice-Chair or until losing membership on the advisory body.

 Treasurer – The Treasurer performs the following functions: 1) be responsible for the financial records of the advisory body, 2) provide monthly written financial reports to the advisory body, 3) track the

advisory body's budget, 4) provide a written fiscal yearend report, and 5) work with the Supervisor's office on the advisory body's budget. The Treasurer performs other duties as may be imposed by the advisory body consistent with the office, serves at the pleasure of the advisory body, until replaced by the election of a new Treasurer or until losing membership on the advisory body.

 Secretary – The Secretary performs the following functions: 1) collects and reviews the monthly correspondence, 2) checks voice mails on the call in line and reports to appropriate advisory body member, 3) prepares and writes any requested letters by the advisory body for editing and signature by the Supervisor's office, and 4) maintains the advisory body's files. The Secretary performs other duties as may be imposed by the advisory body consistent with the office, serves at the pleasure of the advisory body, until replacement by election of a new Secretary or until losing membership on the body.

9. **Committee Reports**
   a. Neighborhood – Hudson/L. Garcia
   b. CAP – L. Garcia/Hudson
   c. Code Enforcement – Tremaine
   d. Adopt a Road – Stevenson
   e. Schools – Mason
   f. Finance/Budget – Zumwalt/Mason/E. Garcia

10. **Members reports**

11. **Correspondence**

12. **Future Agenda Items**

13. **Adjourn to the February 4, 2014 meeting**

The Bay Point Municipal Advisory Committee will provide reasonable accommodations for persons with disabilities planning to attend the meeting who contact Debra Giles, Administrative Support Person at least 72 hours before the meeting, at (925) 427-8360.

Materials distributed for the meeting are available for viewing at:

- Supervisor Glovers office, 315 East Leland Road, Pittsburg, CA
- Bay Point Library, Riverview Intermediate School, Pacifica Ave., Bay Point,CA
- Ambrose Recreation and Park District Office, 3105 Willow Pass Road, Bay Point, CA
- District V Website-Bay Point MAC-http://www.co.contra-costa.ca.us/depart/dis5/