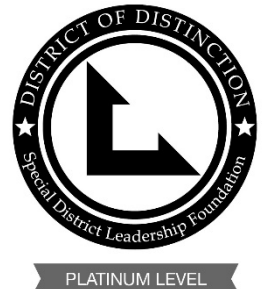




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Ashley Porter • Vice-President – Michael Callahan • Director – Kevin Graves • Director – Bryon Gutow • Director – Carolyn Graham

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday, August 2, 2023 7:00 P.M.

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order 7:00 p.m.
2. Director Callahan led the Pledge of Allegiance.
3. Roll Call was taken, and all members were present.

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

1. The Pickleball Group thanked the Board for their support with the shade structures at the courts. They presented the Board with a donation check in the amount of \$5520.00.
2. The second speaker stated that the public may speak on any item on the agenda. He felt that too much work is done at the committee level. He also mentioned the Board being paid for each committee meeting.
3. The third speaker commented on the District Office building presentation at the Water and Wastewater Committee. He suggested getting solar to offset the PG&E bills. He suggested asking the public what amount that are willing to pay for a new District Office.
4. The fourth speaker mentioned abandoned vessels on the Delta as well as the issue of homelessness.

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 Regular Board of Directors DRAFT Meeting minutes from July 19, 2023.
2. Approve Register of District Invoices.
3. Approve installation of the American Heroes Tribute Banners which honor U.S. Military Personnel that have given their lives in the war on terror in Iraq and Afghanistan, and their families, through remembrance.
4. Approve Contracting with Croce, Sanguinetti & Vander Veen to Perform the Town of Discovery Bay's Independent Audit for Fiscal Year 2022-23.
5. Adopt Resolution 2023-21 Dissolving the District Office Planning Ad Hoc Committee to Develop Options for the District Offices at 1601 Discovery Bay Boulevard.

Director Graves recused himself from the vote.

Director Graham stated how pleased she was to see item C3 on the consent calendar.

Director Graham made a Motion to Approve the Consent Calendar.

Director Callahan seconded.

Vote: Motion carried – AYES: 4 – Porter, Callahan, Gutow, Graham, NOES: 0, ABSTAINED: 1- Graves, ABSENT: 0

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.

Presented by Stephen Griswold.

- Forum on Short-Term Rentals will be held at the Discovery Bay Community Center on September 25, 2023 from 6-8pm.
- August 23, 2023 there will be a Discovery Bay P6 Committee. A presentation will be given on Flock Cameras at the meeting.
- A new Veteran's Officer has been hired. There will be a meet and greet scheduled in the future.

2. Sheriff's Office Report.

Presented by Lieutenant Charlene Jacquez.

- There were 428 calls for service in June.
- 56 reports were taken and there were 7 arrests.
- On July 17, 2023 there was a shooting in the Safeway parking lot which resulted in two arrests.
- Three instances of shoplifting at CVS. One instance of shoplifting at Safeway.
- There were two cases of brandishing of weapons in June.
- National Night Out on August 2, 2023 and Summer Pop Up Party on July 25, 2023 were both successful.
- Citizens Academy will begin on September 18, 2023.
- Contra Costa County Board of Supervisors Fireworks Ordinance 2021-19 was provided as a follow-up to questions from the July 5th Board of Directors meeting.

3. CHP Report.
None.

4. Contra Costa Fire Report.
None.

E. MUNICIPAL ADVISORY COUNCIL

None.

F. PRESENTATIONS

None.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Notice of Completion and Final Payment for the new Cornell Park Basketball Court Surface and Hoops.

Presented by Parks and Landscaping Manager Bill Engelman.

- The basketball courts were completed within budget and there are no outstanding punch list items.

Director Callahan made a Motion to Approve the Notice of Completion and Final Payment for the new Cornell Park Basketball Court Surface and Hoops.

Director Gutow seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

H. MANAGER'S REPORT

1. Update on tax roll.

Presented by Administrative Assistant Kelly Rajala.

- The tax roll for 2023-24 has been completed and will be submitted next week. The money from the County will be received incrementally in December 2023, and April and June of next year.

2. Parks and Landscape Update.

Presented by Parks and Landscaping Manager Bill Engelman.

- Zone 57: New playground structure is complete. Staff will contact the County to see if any funding is available for a shade cover. New sign at Regatta and Bixler is still in the permitting process.
- Zone 61: Working on getting the Basketball Courts at Slifer Park resurfaced. Fence repairs continue at Ravenswood Park.
- Zone 8: Cornell Basketball Courts are complete. New benches are scheduled to be delivered.
- Clipper Drive: New Conservation Corp. crew continued work on the project. More Conservation Corps Crew will be arriving the second week of August to assist with weed abatement.
- Staff will work with Parks and Recreation Committee to evaluate future projects.

I. GENERAL MANAGER'S REPORT

None.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) August 2, 2023.

- Director Callahan reported:
 - Update on electronic signboard.
 - Update on Public engagement through social media and website.

b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) August 2, 2023.

- Director Porter reported:
 - Update on new Finance Manager.
 - Update on rate-study kickoff planned for September.

c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) August 2, 2023.

- Director Porter reported:
 - Update on Well 7 repairs.
 - Update on Denitrification Project.

- Director Porter asked General Manager Dina Breitstein to give a brief recap of the new District Office Options presentation.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

L. CORRESPONDENCE

None.

M. LEGAL REPORT

None.

N. FUTURE AGENDA ITEMS

None.

O. ADJOURNMENT

1. Adjourned at 7:52p.m. to the next Regular Meeting of the Board of Directors on August 16, 2023 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."