



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

**MINUTES OF THE REGULAR MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, June 4, 2025, 4:30p.m.**

Finance Committee Members

Chair Ashley Porter

Vice-Chair Kevin Graves

A. ROLL CALL

1. Call business meeting to order 4:30p.m.
2. Roll Call was taken, and all members were present with Director Porter joining remotely.

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

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Finance DRAFT Meeting Minutes of April 2, 2025.

Vice Chair Graves made a Motion to Approve the April 2, 2025 Draft Meeting Minutes.

Chair Porter seconded.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

1. Bi-Monthly Financial Report.

Presented by Finance Manager Margaret Moggia.

- Water
 - Revenues exceeded budget due to higher water charges and capacity and connection fees.
 - Expenses exceeded budget due to high utility charges, system maintenance fees and administrative costs.
- Wastewater
 - Revenues exceeded budget due to sewer charges and capacity fees being higher than budget amount.
 - Expenses were below budget due to lower salary and benefits and system maintenance.
- Zone 8
 - Revenues exceeded budget due to community center fees.
- Community Center Expenses
 - Expenses were lower than budgeted due to savings on salary and benefits, facility maintenance, and program costs.
- Landscape Expenses
 - Expenses were lower than budget due to lower salary and benefits.
- Zone 9

- Assessment income was slightly higher than budgeted amount.
- Expenses are lower than budget due to lower salary and benefits, facility maintenance, administrative costs and utilities.
- FY 2025 Capital Projects
 - Administrative building: \$191,053.
 - Willow Filter Repair: \$1,886,161.
 - Well 8: \$2,423,000.
 - Marina Underwater Crossing: \$446,917.
 - Cathodic Protection: \$23,705.
 - Solar Project: \$55,050.
 - Village Lift Station: \$4,560.
 - Wilde Drive: \$70,757.
 - Clipper Drive: \$69,463.
 - Pool heaters: \$18,670.
- FY 2025 Debt Portfolio
 - Current debt outstanding:
 - 2017 Bond: \$7,425,000.
 - 2022 Bond: \$16,135,000.
 - 2022B Bond: \$10,362,000.
- Completed FY 2025 Finance Activities
 - Finalized Rate Study Report and Initiated Prop 218
 - Presented Draft Fiscal Year 2025-2026 Budget
- Upcoming FY 2025 Finance Activities
 - Compliance with AB2561
 - Board's Approval of Fiscal Year 2025-2026 Budget and Rate Study
 - Classification and Compensation Study
 - Financial Software Implementation

E. UPDATES

None.

F. DISCUSSION

1. Discussion and Possible Feedback to Set Public Hearing to Adopt the Operating and Capital Improvement Budgets for Fiscal Year 2025-2026.

- Committee has reviewed Budget extensively at prior meetings.

Committee recommends bringing item to Board of Directors Meeting.

2. Discussion and Possible Feedback to Adopt Resolution No. 2025-04 - Notice of Intent to Levy and Collect an Annual Assessment for the Ravenswood Improvement District - DB Lighting and Landscape Zone 9 for Fiscal Year 2025-2026 and Set Public Hearing.

Presented by Finance Manager Margaret Moggia.

- This is an annual item.

Committee recommends bringing item to Board of Directors Meeting.

G. FUTURE DISCUSSION/AGENDA ITEMS

None.

H. ADJOURNMENT

1. Adjourned at 4:56p.m. to the next Standing Finance Committee meeting on August 6, 2025, at the Community Center located at 1601 Discovery Bay Boulevard.