



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, April 2, 2025, 4:30p.m.**

Finance Committee Members

Chair Ashley Porter

Vice-Chair Kevin Graves

A. ROLL CALL

1. Business meeting called order 4:30p.m.
2. Roll Call was taken, and all members were present with Chair Porter attending 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 Special Meeting Minutes of March 5, 2025.

Vice Chair Graves made a Motion to Approve the March 5, 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.
 - Expenses exceeded budget due to high utility charges, system maintenance fees and administrative costs.
- Wastewater
 - Revenues exceeded budget due to fixed charges, sewer charges and capacity fees being higher than budget amount.
 - Expenses were roughly equal to budget.
- Zone 8
 - Revenues exceeded budget due to property tax, and 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 roughly equal to budget amount.
- 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: \$181,560.
 - Willow Filter Repair: \$1,839,631.
 - Well 8: \$1,975,645.
 - Marina Underwater Crossing: \$438,507.
 - Cathodic Protection: \$22,002.
 - 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.
- Upcoming FY 2025 Finance Activities
 - 5-year Cost of Service Study.
 - FY 2025-2026 Budget Preparation.
 - Classification and Compensation Study.
 - Financial Software Implementation.

E. UPDATES

None.

F. DISCUSSION

1. Veolia Solar Energy Project.

Presented by John Burdette, Senior Program Development Manager for Veolia Sustainable Industries and Buildings.

- PG&E has had an average annual increase of 11%.
- Program goals include increasing resiliency for critical facilities, long-term cost savings, upgrading antiquated and inefficient equipment, securing grants, and reduction of carbon footprint.
- Phase 2 program includes WWTP #1, WWTP #2, Newport Water Treatment Plant and Community Center.
- Projected electrical cost savings over life of Solar Renewable Energy System at a 10% PG&E annual escalation is \$39 million.
- Two funding options are the California Infrastructure and Economic Development Bank and Inflation Reduction Act 30% Investment Tax Credit/Grant Direct Payment to Municipalities.
- Hubgrade is used for monitoring equipment, performance, predictive analysis, automatic reporting and alerts.

Director Porter asked if there was a timeline as to when the project would commence. Veolia advises moving quickly due to potential changes coming from the current political environment. Committee is not ready to move forward at this time. Committee inquired on warranty terms.

G. FUTURE DISCUSSION/AGENDA ITEMS

None.

H. ADJOURNMENT

1. Adjourned at 5:26p.m. to the next Standing Finance Committee meeting on June 4, 2025, at the Community Center located at 1601 Discovery Bay Boulevard.