



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



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

MINUTES OF THE SPECIAL ANNUAL BOARD PLANNING MEETING

OF THE BOARD OF DIRECTORS

OF THE TOWN OF DISCOVERY BAY

THURSDAY, MARCH 7, 2019

SPECIAL BOARD PLANNING MEETING – 4:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 4:00 p.m. – By President Mayer.
2. Roll Call – All Present.

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

None.

C. PLANNING DISCUSSION ITEMS

1. Review of Mission, Vision, Values and Goals

General Manager Davies – Provided the details regarding the Mission, Vision, Values, and Goals; no recommended changes from the Board.

2. Looking Back 2018 Year Review

- a. Primary Issues
- b. Accomplishments

General Manager Davies – Provided the details regarding the primary issues and accomplishments by quarter. Highlighted the Audit from FY 2016-17; staff was within \$1.00 of the Auditors Final Report, also highlighted the ADA Compliance of our website.

Legal Counsel Pinasco – Provided an update regarding the Town trademark rights to the slogan “*Live Where You Play in Discovery Bay*”. Legal Counsel does not advise moving forward with the project. There was discussion regarding no restrictions on the use of the slogan.

3. Looking Forward 2019

- a. Key Issues and Projects
- b. Key Planning Efforts

General Manager Davies – Provided details regarding key issues and projects, key planning efforts, and other details regarding organizational changes; Assistant General Manager and Project Manager. There was discussion regarding the changes.

Finance Manager Breitstein – Provided details regarding the Water Utility Application and Landlord Service Agreement. There was discussion regarding the new application and agreement.

Legal Counsel Pinasco – Provided details of the Town Ordinance regarding water service.

Finance Manager Breitstein – Provided other details regarding Capital Improvement Budget Category Enhancements.

General Manager Davies – Provided details regarding other 2019 Future Items; Community Center Pool, Lighting and Landscaping Zones Maintenance Analysis, Discovery Bay Frontage, Cornell Park Pickleball, Community Center outdoor lighting (solar lighting), rotation of the Auditors (future for the Finance Committee), and Service Signs. There was discussion regarding the number of service signs and size (6). 2019 Future items continued. There was discussion regarding P6 Committee meeting.

Legal Counsel Pinasco – Provided details regarding P6 Committee meeting structure. The discussion continued regarding the P6 Committee meeting.

General Manager Davies – Provided details regarding Regional Meetings. There was discussion regarding Regional meeting requirements attendance and stipend for; East County Water Management and Contra Costa Special Districts Association.

General Manager Davies – Provided details regarding Standing Committee meetings; consider the meetings to be more frequent (Communications, Finance, Internal Operations, Parks and Recreation). There was discussion regarding the Standing Committee meeting structure.

Legal Counsel Pinasco – Stated that the Standing Committee Bylaws can be a single action at a Board meeting.

The consensus of the Board is to bring this item to the next Board meeting; Standing Committee meeting Bylaws day and time change.

General Manager Davies - Projects in Progress; NPDES Permit, Digital Message Board, Dog Park renovations.

Parks and Landscape Manager Miller – Stated that the Dog Park could be on hold until the pool decision is complete.

Legal Counsel Pinasco – Provided an update on ownership of sanitation for Harbor Bay Condominiums. There was discussion regarding the ownership of sanitation for Harbor Bay Condominiums.

General Manager Davies – Continued with the update of other projects in progress. There was discussion regarding Discovery Bay Boulevard Frontage, O&M Manual, Well 4A and Well 2, Well No. 8 and the Safety Assessment.

D. ADJOURNMENT

The meeting adjourned at 5:36 p.m. to the next Regular meeting on March 20, 2019 beginning at 7:00 p.m. at the Community Center.

//cmc – 03-11-19

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