



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 3, 2024 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 Porter 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)

None.

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 Special Annual Board Planning DRAFT Meeting Minutes from March 14, 2024.
2. Approve Regular Board of Directors DRAFT Meeting Minutes from March 20, 2024.
3. Approve Register of District Invoices.
4. Direct Herwit Engineering to Prepare the 2024-2025 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2024-04.

Director Porter made a Motion to Approve the Consent Calendar.

Director Graves seconded.

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

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
None.

2. Sheriff's Office Report.

Report given by Lieutenant Charlene Jacquez.

- 400 calls for service in March 2024.
- 46 reports were generated.
- On March 11th, an individual withdrew a large sum of money from their bank. They then stopped at the Post Office, where their car was broken into, and the money was stolen.
- DNA evidence led to leads for two burglaries from 2023.

3. Contra Costa County Fire Protection District Report.
None.

E. MUNICIPAL ADVISORY COUNCIL

None.

F. PRESENTATIONS

None.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Award Construction of the Marlin/Marina Pipeline Project to the Lowest Responsive Bidder in Addition to Authorizing a Professional Services Agreement with Insituform Technologies for Pipe Liner and a Professional Services Agreement with Luhdorff and Scalmanini for Engineering Services During Construction.

This item was pulled from the agenda.

H. MANAGER'S REPORT

None.

I. GENERAL MANAGER'S REPORT

None.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

- a. Finance Committee Meeting (Committee Members Carolyn Graham and Ashley Porter) April 3, 2024.

Vice-President Carolyn Graham reported.

- The Committee discussed a potential assessment district. Committee decided to table this item at this time.
- Finance Manager Margaret Moggia gave a presentation on the 2023/2024 District financials through February 2024.

- b. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter) April 3, 2024.

Director Kevin Graves reported.

- The ditch in front of the Newport Pointe development is now owned by the developer.
- The completion of the filter project has been delayed until late April.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Byron Union School District Board Meeting – March 14, 2024 (Director Kevin Graves).
2. Contra Costa County Aviation Advisory Committee – March 14, 2024 (Director Kevin Graves).

L. CORRESPONDENCE

1. LAFCO – 2024 Election for LAFCO Special District Seat (Dated March 18, 2024).

M. LEGAL REPORT

None.

N. FUTURE AGENDA ITEMS

None.

O. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

Legal Counsel Andy Pinasco announced the beginning of the closed session and stated there is no anticipated reportable action.

Public Comment:

- Resident asked for clarification on the location of the parcel to be discussed during the closed session.

P. CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1700 Riverlake Road (APN 004-182-008-5)

Agency Negotiator: Dina Breitstein

Negotiating Parties: Hofmann Holdings LP

Under Negotiation: Price and Terms of Payment

Q. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION

Legal Counsel Andy Pinasco stated there was no reportable action. All members were present for the entirety of the closed session.

R. ADJOURNMENT

1. Adjourned at 7:50p.m. to the next Regular Meeting of the Board of Directors on April 17, 2024 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.