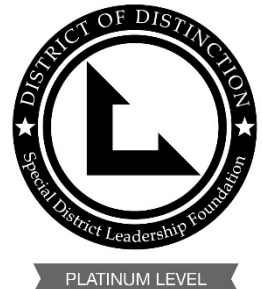




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

NOTICE OF THE REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday June 15, 2022, 7:00 P.M.

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance led by Interim Assistant General Manager, Mike Davies.
3. Roll Call - all members were present.

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

1. Resident requested recorded video should be made available online.

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 June 1, 2022.
2. Approve Special Board of Directors Town Hall Event Meeting Minutes from June 4, 2022.
3. Approve Register of District Invoices.
4. Approve Resolution 2022-19 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.
5. Approve the Extension of Luhdorff and Scalmanini Contract Engineers for Service into FY 2022-23.
6. Approve Contracting with Croce, Sanguinetti & Vander Veen to Perform the Town of Discovery Bay's Independent Audit for Fiscal Year 2021.22.

Director Graham made a Motion to Approve the Consent Calendar as presented.

Director Callahan second.

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

No public comment.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. None.

E. PRESENTATIONS

1. Veolia Presentation canceled – Board of Directors July 20th Meeting will have both months combined.

F. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2022-2023, Accept Engineer's Report, and Adopt Resolution No. 2022-22.

Presented by Finance Manager, Julie Carter.

- Director Gutow had a clarifying question in regard to the 2006 Assessment Engineering Report, Finance Manager Carter confirmed the 2006 was the baseline report. Gregory Harris, HERWIT Engineering explained the engineering calculations and formulas for either reducing or setting the maximum limits.

- Staff Recommendation to adopt Resolution 2022-22 authorizing the intent to levy and collect an annual assessment for the Ravenswood Improvement District – DB L&L Zone #9 for the Fiscal Year 2022-2023 and to set the Public Hearing for July 6, 2022, at 7pm.

President Graves made a Motion to Accept Staff Recommendation to approve Engineering Report and Resolution 2022-22.

Director Callahan second.

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

No public comment.

2. Public Hearing. Discussion and Possible action to Adopt Resolution 2022-20 Adopting the Operating, Capital Improvement, and Revenue Budgets for Fiscal Year 2022-2023.

- Current Fiscal Year is updated through April 30, 2022.

Director Graham made a Motion to Adopt the 2022 -2023 Budget.

Vice-President Porter second.

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

No public comment.

3. Discussion and Possible Action Regarding Adopting Resolution No. 2022-21 Updating the Injury and Illness Prevention Program Policy 021.

Presented by Interim Assistant General Manager, Mike Davies.

- Injury Illness Prevention Program was updated to include COVID-19 section to policy and was reviewed by Internal Operations Committee on 6/1.

Vice-President Porter made a Motion to Adopt Injury and Illness Prevention Program Policy 021.

Director Graham second.

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

4. Discussion and Possible Action Regarding Adopting Resolution No. 2022-23 Ins Support of Ensuring the Health and Sustainability of the Sacramento-San Joaquin Delta.

Presented by Interim Assistant General Manager, Mike Davies.

- Contra Costa County reached out to staff with a template Resolution for Board support via this resolution to support their efforts in looking at alternatives to this type of project. President Graves has interest attending the public meeting for informational purposes and will bring report back to Board.

No public comment.

Director Graham made a Motion to Adopt Resolution 2022-23.

Vice-President Porter second.

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

5. Discussion and Possible Action to Award and Authorize the General Manager to Execute any and all Contracts for the Construction of the Diffuser Project.

Presented by Gregory Harris, HERWIT Engineering.

- Project costs keep increasing and is not inclusive, currently need to reassess the need to rebuild and maintain the Diffuser. Currently, looking for an alternative solution with a set budget of \$200K.

One public comment: Resident inquired if the Board has considered sharing outfall with other agencies and if there any preventable actions in the future.

President Graves confirmed that the Water and Wastewater Committee are currently in discussion with preventable measures.

Vice President Porter made a Motion to Accept Staff Recommendation to fix diffuser not to exceed \$200K and cancelling what was previously approved.

Director Callahan second.

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

G. MANAGER'S REPORT

H. GENERAL MANAGER'S REPORT

1. Municipal Advisory Committee (MAC) Listed on Agenda Beginning July 2022.

Presented by Interim Assistant General Manager, Mike Davies.

- Add Agenda Item to include Advisory Council under that section.

I. DIRECTOR REPORTS

1. None.

J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

K. CORRESPONDENCE RECEIVED

1. Email from Dawn Morrow RE: Delayed Construction on Bixler Road Due to Bird Nest.

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

N. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: one case

O. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

P. ADJOURNMENT

1. Meeting adjourned at 7:57 p.m. to the next Regular Meeting of the Board of Directors on July 6, 2022, 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."