



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, February 1, 2023, 4:30 P.M.**

Finance Committee Members

Ashley Porter
Carolyn Graham

A. ROLL CALL

1. Called business meeting to order 4:30 p.m.
2. 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. DRAFT MINUTES TO BE APPROVED

1. Approve Regular Finance DRAFT Meeting minutes of December 7, 2022.

Chair Ashley Porter made a Motion to Approve the December 7, 2022, Draft Minutes.
Vice-Chair Carolyn Graham seconded.

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

D. PRESENTATIONS

None.

E. UPDATES

1. Financial Update.

Presented by Finance Manager, Julie Carter.

- First installment of Property Tax payments from the County was received in December 2022. Additional payments will be made in April and June 2023.
- Bond debt payment for principal and interest was made in October 2022. Debt payment in May 2023 will be for interest only.
- Audit fieldwork was completed on November 2, 2022.
- Water Department received \$19,000 in door-hanger and shut-off fees.
- Water Department had a debt service expense of about \$392,000.
- Wastewater Department is at roughly 53% of annual revenue budget.
- Zone #8 collected \$7000 in Community Center Pool fees as of December 31, 2022.
- Zone #9 received approximately \$435,000 in Property Tax funds from the County.
- Tentative date for the Budget Workshop is May 17, 2023, at 3:00 p.m.

F. DISCUSSION

1. Discussion Regarding Establishing Chair and Vice-Chair.

Chair will be Ashley Porter. Vice-Chair will be Carolyn Graham.

G. FUTURE DISCUSSION/AGENDA ITEMS

H. ADJOURNMENT

1. Adjourned at 5:13 p.m. to the next Standing Finance Committee meeting on April 5, 2023, at the Community Center located at 1601 Discovery Bay Boulevard.

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