



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday October 4, 2023 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 Gutow led the Pledge of Allegiance.
3. Roll Call was taken, and President Ashley Porter was absent.

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

- The first speaker mentioned a Veolia presentation that was given at the Water and Wastewater Committee Meeting.
- The second speaker mentioned video recordings of Board Meetings for on demand viewing.

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 September 20, 2023.
2. Approve SPECIAL Board of Directors Town Hall Event DRAFT Meeting Minutes from September 16, 2023.
3. Approve Register of District Invoices.

Director Gutow made a Motion to Approve the Consent Calendar.

Director Graves seconded.

Vote: Motion carried – AYES: 4 – Callahan, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Porter.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
None.
2. Sheriff's Office Report.
Presented by Sheriff's Office Crime Prevention Specialist Tony Fontenot.
 - Crime Prevention Specialist Fontenot will be retiring October 13th after over 25 years of service.
 - 416 calls for service in September 2023.
 - 52 reports taken.
 - 9 shoplifts.
 - A store in the Sandy Cove Shopping Center was burglarized.
 - There was one case of extortion of a juvenile over a social media account.
3. CHP Report.
None.

4. Contra Costa Fire Report.
Presented by Contra Costa County Fire Assistant Chief Lon Goetsch.
 - Contra Costa Fire has assumed all duties of East Contra Costa Fire.
 - There are now 19 on-duty firefighters protecting the area that once had 9 firefighters with ECC Fire.
 - A ladder truck was added to Station 92 in Brentwood.
 - A new water tender is deployed from Station 95 in Oakley.

E. MUNICIPAL ADVISORY COUNCIL
None.

F. PRESENTATIONS
None.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action Authorizing Luhdorff & Scalmanini to Provide Design and Construction Engineering Services for Cathodic Protection Test Station Improvements.

Presented by Project Manager Mike Yeraka.

- During an inventory survey of the Town's cathodic protection system it was discovered that several dozen test stations need repair in order for them to function properly and protect the buried metal fittings they are connected to from corroding.
- Staff is recommending that the Board Approve the scope and budget contained in the Luhdorff & Scalmanini ("LSCE") proposal dated September 20, 2023, to provide design and construction engineering services for cathodic protection test station improvements and Authorize the General Manager to execute the Town's standard form of professional services agreement with LSCE to provide design and construction engineering services in an amount not to exceed \$58,882 plus 10% for contingencies.

Public Comment:

- The speaker asked how often the anodes will need to be replaced.

Director Graves stated the Water and Wastewater Committee reviewed this item today and agrees with the recommendation.

Director Graves made a motion to approve staff recommendation to approve the scope and budget contained in the Luhdorff & Scalmanini ("LSCE") proposal dated September 20, 2023, to provide design and construction engineering services for cathodic protection test station improvements, and authorize the General Manager to execute the Town's standard form of professional services agreement with LSCE to provide design and construction engineering services in an amount not to exceed \$58,882 plus 10% for contingencies.

Director Graham seconded.

Vote: Motion carried – AYES: 4 – Callahan, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Porter.

2. Discussion and Possible Action to Approve Lions Club Tree Lighting Event & Cocoa with Santa.

Director Gutow recused himself as he is a member of the Lions Club.

Presented by Recreation Programs Supervisor Monica Gallo.

- The Lions Club is requesting use of the Community Center parking lot for a Tree Lighting Event on December 1, 2023.
- The event is free to the public and will include cocoa with Santa, a DJ, food giveaways as well as a performance by the Liberty High School Rent-A-Carolers.
- The event has an estimated attendance of 200 people.
- There is no monetary impact to the Town for this event.

Director Graves made a motion to approve staff recommendation to approve the Discovery Bay Lions Club Tree Lighting Event and Cocoa with Santa at the Community Center parking lot on December 1, 2023, subject to the "Conditions of Approval" required by Town staff.

Director Graham seconded.

Vote: Motion carried – AYES: 3 – Callahan, Graves, Graham, NOES: 0, ABSTAINED: 1 - Gutow, ABSENT: 1 – Porter.

H. MANAGER'S REPORT

1. Landscape Update.

Presented by Parks and Landscape Manager Bill Engelman.

- Zone 8: Cornell Basketball Courts are done. New playground bark will be installed on Monday. Solar lighting for Clipper Drive will be ordered. A new palm tree was placed at the Discovery Bay entrance. Front entrance uplighting project will begin in roughly six weeks.
- Zone 9: Last fence post at Ravenswood will be completed Friday. Staff is looking to get quotes for sanding and repainting the shade structures at Ravenswood Park.
- Special Zones: Slifer Park is getting a new basketball court surface. Safeway pathway lighting will be ordered.
- A new employee, Rodrigo Guerrero, joined the landscape team.

I. GENERAL MANAGER'S REPORT

Presented by General Manager Dina Breitstein.

- J.W Backhoe is closing down their operation. The Town has the opportunity to purchase some of their inventory.
- The Town will participate in the trick-or-treating event at the Discovery Bay shopping center on Halloween.
- The Town earned approximately \$67,000 in interest last month due to investing with California Class.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

- a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) October 4, 2023.

Report given by Director Graves.

- Committee discussed social media and new audio video equipment for the Community Center.

- b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) October 4, 2023.

Report given by Director Graham.

- Finance Manager Margaret Moggia gave an update.

- c. Water and Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin

Graves) October 4, 2023.

Report given by Director Graves.

- Veolia gave a presentation on alternate energy sources.
- Mike Yeraka discussed item brought before the Board tonight.
- Gregory Harris spoke about the NPDES Permit update.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Contra Costa County Aviation – August 14, 2023 (Director Kevin Graves).

L. CORRESPONDENCE

1. Contra Costa County – Department of Conservation and Development.

M. FUTURE AGENDA ITEMS

None.

N. ADJOURNMENT

1. Adjourned at 7:52p.m. to the next Regular Meeting of the Board of Directors on October 18, 2023 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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