



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday, July 16, 2025 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. Director Graves 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 Regular Board of Directors DRAFT Meeting minutes from June 18, 2025.
2. Monthly Disbursement Report – June 2025.

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. PRESENTATIONS

1. Introduction of New Assistant General Manager - Stephen Griswold III.

General Manager Dina Breitstein introduced new Assistant General Manager Stephen Griswold who then gave a brief overview of his prior professional experience.

2. Introduction of New District Representative from the Office of Diane Burgis - Claire Alaura.

Assistant General Manager Stephen Griswold introduced Claire Alaura, the new District Representative from the Office of Diane Burgis. Claire Alaura gave a synopsis of her professional experience and explained how her current role relates to the Town of Discovery Bay.

#### E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Award Construction of the Cathodic Protection Repair Project to the Lowest Responsive Bidder.

Presented by District Project Manager Mike Yeraka.

- The Town needs to repair approximately 50 pipeline corrosion test stations and install corrosion anodes.
- The Town recently went out to bid for construction of the Cathodic Protection Repair Project and received two (2) bids on May 29, 2025, in the amounts of \$92,545.00 and \$173,945.80.
- The lowest responsive bid came from Corrosion Integrity, LLC in the amount of \$92,545.00.

The Board asked clarifying questions of both Mike Yeraka and Water & Wastewater Manager Aaron Goldsworthy.

The Water & Wastewater committee previously reviewed this item and recommends Board approval.

Director Graves made a motion to approve staff recommendation to award the construction of the Cathodic Protection Repair Project to Corrosion Integrity, LLC to perform the necessary construction services per the project bidding documents and the issued addendum, authorize the General Manager to execute the Town's Construction Contract Agreement with Corrosion Integrity, LLC. to perform the work contained in the bidding documents and any addendum in the amount not to exceed \$92,545.00 and authorize the General Manager to execute change orders in an amount up to 30% of the contract value for the repair of additional test stations and contingencies.

Director Porter seconded.

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

2 Discussion and Possible Action Regarding the Approval of Agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) for District Water Engineering General Services for Fiscal Year 2025–2026.

Presented by General Manager Dina Breitstein.

- The Town of Discovery Bay Community Services District operates and maintains a municipal water system serving over 6,000 homes and businesses, with an annual demand of approximately 900 million gallons.
- Maintaining regulatory compliance, supporting capital projects, and ensuring reliable water service require ongoing technical and engineering support.

General Manager Breitstein introduced Jason Coleman with Luhdorff and & Scalmanini.

- The proposed contract amount is higher for 2025/2026 than 2024/2025 due to bi-annual well testing.

Director Graves stated the Water & Wastewater Committee discussed this item and recommend Board approval.

Director Graves made a motion to approve staff recommendation to approve the agreement with Luhdorff & Scalmanini, Consulting Engineers, for general water engineering services for FY 2025/2026 in an amount not to exceed \$154,743 and authorize the General Manager to approve minor amendments to the scope or budget, with a contingency up to 10% of the approved contract amount, as needed to address District priorities.

Director Belcher seconded.

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

3. Discussion and Possible Action Regarding the Approval of Agreement with Shobe Engineering for District Water Engineering General Services for Fiscal Year 2025–2026.

Presented by General Manager Dina Breitstein.

- The Town of Discovery Bay Community Services District (District) is required to maintain compliance with state and federal water system regulations, support ongoing planning, and implement infrastructure improvements.
- Justin Shobe of Shobe Engineering LLP has provided engineering services to the Town in prior years, working for another firm, and has submitted a proposal to continue these services for FY 2025–2026.
- The scope of work includes preparation of the 2025 Urban Water Management Plan (UWMP), an updated Risk and Resilience Assessment (RRA) in accordance with the America's Water Infrastructure Act (AWIA), participation in District meetings, development of the Capital Improvement Plan (CIP) projects, and provision of as-needed design services.

Public Comment:

- The speaker questioned how the two engineering companies differed.

Water & Wastewater Manager Aaron Goldsworthy explained that LSCE is the Town's long-term engineering firm that handles general operational services, and Shobe Engineering would be utilized to prepare the 2025 Urban Water Management Plan and update the Risk and Resilience Assessment.

The Water & Wastewater Committee discussed this item and recommended Board approval. Director Porter made a motion to approve staff recommendation to authorize the General Manager to execute a professional services agreement with Shobe Engineering LLP for District Water Engineering General Services for FY 2025–2026 in an amount not to exceed \$147,480 and authorize the General Manager to approve minor amendments to the scope or budget, with a contingency up to 10% of the approved contract amount, as needed to address District priorities.

Director Graves seconded.

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

**F. MANAGER'S REPORT**

None.

**G. GENERAL MANAGER'S REPORT**

CSDA reached out to Special Districts regarding SB707. SB707 proposes significant amendments to the Brown Act. The bill introduces a series of mandates that may reduce operational efficiency, increase exposure to litigation and create changes for local staff and Board members. The Town sent letters to both Assemblymember Lori Wilson and Senator Christopher Cabaldon opposing the amended SB707.

**H. DIRECTOR REPORTS**

President Graham spoke on the proposed County noise ordinance. District Representative from the Office of Diane Burgis, Claire Alaura, made clarifying comments on the item and answered questions posed by the Board. Comments and concerns can be sent to Grant Farrington, Project Planner with the Contra Costa County Department of Conservation and Development.

**I. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

1. Byron Union School District – June 12, 2025 (Director Kevin Graves).
2. Contra Costa LAFCO – June 11, 2025 (Director Kevin Graves).

**J. CORRESPONDENCE**

None.

**K. LEGAL REPORT**

None.

**L. FUTURE AGENDA ITEMS**

None.

**M. ADJOURNMENT**

1. Adjourned at 7:41p.m. to the next Regular Meeting of the Board of Directors on August 6, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.