



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Bill Mayer • Director- Ashely Porter

MINUTES OF THE MEETING  
OF THE SPECIAL FINANCE COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, November 18, 2020  
SPECIAL FINANCE COMMITTEE MEETING  
6:00 P.M. – 7:00 P.M.

## NOTICE Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Committee Chambers will be closed to the public.

To accommodate the public during this period of time that the Committee's Chambers are closed to the public, the Town of Discovery Bay Community Services District Committee Members have arranged for members of the public to observe and address the meeting telephonically.

TO ATTEND BY TELECONFERENCE:  
Toll-Free Dial-In Number: (866) 848-2216  
CONFERENCE ID **5193676302#**

Download Agenda Packet and Materials at [www.todb.ca.gov/](http://www.todb.ca.gov/)

### Finance Committee Members

*Chair Bill Mayer*

*Vice-Chair Ashley Porter*

#### A. ROLL CALL

1. Call business meeting to order 6:00p.m. – By Chair Mayer
2. Roll Call – All Present.

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

#### C. DRAFT MINUTES TO BE APPROVED

1. Approve October 7, 2020 DRAFT Regular Finance Committee Meeting Minutes.  
Vice-Chair Porter made a motion to approve the Draft Regular Finance Committee Minutes from October 7, 2020.  
Chair Mayer second.  
Motion passed.

#### D. PRESENTATIONS

1. Finance Update.  
Finance Manager Julie Carter presented the Preliminary Financial Statements to the committee. Discussion was held between Chairs and Finance Manager Julie Carter regarding Water and Wastewater Revenue and Expenditures, Assets, Finances for Zones 8 and 9 as well as for the Community Center.

#### E. DISCUSSION ITEMS

1. Discussion Regarding Contracting with Croce, Sanguinetti & Vander Veen to Perform the Town of Discovery Bay's Independent Audit for Fiscal Year 2019-20.  
Finance Manager Julie Carter presented three engagement letters for accounting services to prepare Town of

Discovery Bay Community Service District Financial Transaction, submitting these transactions to the State, and prepare Financial Authority Transaction Reports. Staff requested to present this resolution to the Board. Both Chairs agreed to proceed with presenting this item to the Board.

Chair Mayer asked for an update on placing solar panels to run equipment at the plants. General Manager Mike Davies advised that he would like to have the Town take a look at this possibility after the Denitrification Project.

**F. FUTURE DISCUSSION/AGENDA ITEMS**

**G. ADJOURNMENT**

1. Adjourn to the next Standing Finance Committee meeting 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."

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