



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT
SDLF Platinum-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, December 4, 2019

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Platinum-Level of Governance

President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY**

**Wednesday December 4, 2019
REGULAR MEETING 7:00 P.M.**

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

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.
3. Roll Call.

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration by filling out a comment form. The public will be called to comment in the order the comment forms are received. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There is a device on the podium with a green, yellow, and red light. The yellow light will come on 30 seconds before the end of the 3 minutes. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the view point of the Directors.

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 DRAFT minutes of regular meeting for November 20, 2019.
2. Approve Register of District Invoices.
3. Approve Cancellation of Regular Board Meeting on January 1, 2020.
4. Approve Board and Management Attendance at the 2020 Annual State of the Town Event.
5. Approve Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club and a Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Community Foundation.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report.
2. Sheriff's Office Report.
3. CHP Report.
4. East Contra Costa Fire Protection District Report.

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEM

1. Discussion and Possible Action Regarding Emergency Repairs to Broken Willow Lake Waterline and Approve Resolution No. 2019-11, Declaring Emergency Repair of the Waterline, Adopting a CEQA Exemption, Approving the Project and Directing Filing of the Notice of Exemption.

H. MANAGER'S REPORT

I. DIRECTORS' REPORTS

1. Standing Committee Reports.
 - a. Finance Committee Meeting (Committee Members Robert Leete and Bill Mayer)
December 4, 2019.
 - b. Internal Operations Committee Meeting (Committee Members Robert Leete and Kevin Graves)
December 4, 2019.
 - c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer)
December 4, 2019.
2. Other Reportable Items.

J. GENERAL MANAGER'S REPORT

K. CORRESPONDENCE RECEIVED (Information Only)

1. Contra Costa County Byron Municipal Advisory Council meeting minutes for September 24, 2019.

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

1. Adjourn to the next regular meeting of December 18, 2019 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."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday November 20, 2019

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Mayer.
2. Pledge of Allegiance – Led by Director Graves.
3. Roll Call – All Present.

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

Public Comment Regarding:

- Thanked the Board for Carpet replacement.
- Information related to Financial statements, Discovery Bay Public Financing Authority, Revenue Bonds, and Resolutions on the next Board and PFA agendas.

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 DRAFT minutes of regular meeting for November 6, 2019.
2. Approve Register of District Invoices.

Motion by: Director Leete to approve the Consent Calendar.

Second by: Vice-President Pease.

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

D. PRESENTATIONS

1. Cecchini Ranch Development - Seeking Board/Public Input.

Henghou Group Tim Saunders – Provided a PowerPoint and the background regarding the Cecchini Ranch Development. Introduced the project team;

- Civil Engineer – Jason Vogan, CBG Civil Engineers – Provided details regarding his background.
- Soils Engineer – Steve Harris, Engeo Incorporated – Provided details regarding his background.
- Market Consultant – Susan State, SL State and Associates – Provided details regarding her background.

Henghou Group Tim Saunders – Provided additional details regarding the infrastructure, soil, and working with the County.

- Civil Engineer – Jason Vogan, CBG Civil Engineers – Provided additional details regarding the infrastructure, number of units (2000), drainage management system, and transportation system.
- Soils Engineer – Steve Harris, Engeo Incorporated – Provided additional details regarding the study of the soil (organic soil), levy system, and the 200 year flood protection (working with Reclamation District 800).

Henghou Group Tim Saunders – Provided other details regarding conversations with the County and Discovery Bay Staff, along with the safety and emergency access, Fire Department (existing locations and new) and Sports Park within the new development.

- Market Consultant – Susan State, SL State and Associates – Provided additional details regarding the market, demographics, adult community (55 and older) project, the Sports Park, and the benefits to Discovery Bay.

Public Comment Regarding:

- Questions related to the expected population (2000 homes), number of Water and Wastewater connections, development costs to the Town of Discovery Bay, how real is the proposed Fire Station, and funding for the development.

There was discussion regarding the estimated proposed number of units (range 1700-2000), traffic, the soil, and the medium price of the homes. The discussion continued regarding the type of development, timeframe (5 plus years), staffing the Fire Station, roadway (ingress and egress), possible amenities, and the tax revenue (Discovery Bay is not a City). Additional details regarding the traffic mitigation, project not included in current Rate Study, sound wall, and gated community (Staff has input on the gated community).

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of October.

Project Manager Sadler – Provided the details of the October 2019 monthly operations report. There was discussion regarding the flushing of the Fire Hydrants.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Accept the 2019 Final Master Plan Update from Stantec Consulting Engineers and Direct Staff to proceed with the list of Essential Projects from the Master Plan Update.

General Manager Davies – Provided a background regarding approval of Denitrification (Option 1) to rehabilitate Plant No. 1 and Plant No. 2, and incorporating this into the Wastewater Master Plan.

District Engineer Harris – Provided a PowerPoint regarding the details related to the Wastewater Master Plan update, the NPDES Permit changes (Denitrification added), Plant No. 1, lower flows, Master Plan Essential Project Costs, financing plan for the project, project cost breakdown, and project schedule.

Public Comment Regarding:

- Where are the funds coming from, revenue funds or the unrestricted assets?

There was discussion regarding the schedule for design, bidding process, and that the project is State mandated.

Motion by: Vice-President Pease to Accept the 2019 Master Plan Update from Stantec Consulting Engineers and direct Staff to proceed on implementing the list of Essential Projects from the Master Plan Update (the Essential Projects list includes the Denitrification Project, Improvements to Plant No. 1, and other miscellaneous improvements).

Second by: Director Graves.

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

2. Discussion and Possible Action Regarding Approving the Scope of Work with Herwit Engineering for the Design, Construction Management and Inspection of the Denitrification and Master Plan Improvements Projects.

Assistant General Manager Breitstein – Provided the details regarding the process of the Design, Construction Management and Inspection of the Denitrification and Master Plan Improvements Projects. There was discussion regarding the scope of work that is broken into 3 elements (Design, Construction Management and Inspection) and approving the engineering design first and then bring back Construction Management and Inspection to the Board at a later point. The discussion continued regarding the project and the cost.

Motion by: Director Leete to approve the Scope of Work for the Engineering Design and Bid Services in an amount of \$838,060.00 to Herwit Engineering for the Improvements for the Denitrification Project.

Second by: Vice-President Pease.

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

Additional discussion regarding the remaining part of the project; will be during the bid process.

G. DIRECTORS' REPORTS

1. Standing Committee Reports – None.
2. Other Reportable Items – Director Leete and General Manager Davies attended the East County Water Management Agency meeting; presentation regarding the delta conveyance program (replacement of the Twin Tunnels Project), and the addition of Bethel Island to the agency.

H. MANAGER'S REPORT

Parks and Landscape Manager Bill Engelman – Introduced himself and provided a background of his previous jobs.

General Manager Davies – Stated that the Recreation Programs Supervisor, Mac has announced his retirement and invited him to the podium for a few words.

Recreation Programs Supervisor Kaiser – Thanked the Board, Town, and Staff for the opportunity to be the Recreation Programs Supervisor.

The Board thanked Mac Kaiser for the formation of the Recreation Department.

General Manager Davies – Announced the promotion of the new Recreation Programs Supervisor, Monica Gallo.

Recreation Programs Supervisor Gallo – Provided a background of herself.

There was discussion regarding the Parks and Recreation Committee working with Staff on different ideas and the funding for the projects.

I. GENERAL MANAGER'S REPORT

General Manager Davies – Credit to Executive Assistant Heintl regarding the SDLF Platinum-Level of Governance and handed out coasters and pens to the Board.

General Manager Davies – Provided details regarding the attendance of the State Water Board meeting.

District Engineer Harris – Provided additional details regarding the State Water Board meeting; Ammonia Level changed to 1.2.

J. CORRESPONDENCE RECEIVED (Information Only)

1. Contra Costa County Aviation Advisory Committee meeting minutes for September 12, 2019.
2. Contra Costa County Aviation Advisory Committee meeting minutes for October 10, 2019.

K. FUTURE AGENDA ITEMS

General Manager Davies – Provided an update regarding the Community Center Pool and will contact Terracon regarding the plans. The next stage will be the plan review by the County.

General Manager Davies – Stated that he will keep the Board informed regarding the Community Center Pool under the General Manager's Report.

L. ADJOURNMENT

1. The meeting adjourned at 8:20 p.m. to the regular meeting on December 4, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-22-19

<http://www.todb.ca.gov/agendas-minutes>



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

December 4, 2019

Prepared By: Julie Carter, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 237,679.53

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2019/2020.

AGENDA ITEM: C-2

For The Meeting On December 4, 2019
Town of Discovery Bay CSD
Fiscal Year 7/19 - 6/20

Pacific Gas & Electric	\$95,910.99
Stantec Consulting Services Inc	\$42,809.50
Town of Discovery Bay CSD	\$37,779.10
Luhdorff & Scalmanini	\$14,627.35
Dog-ON-It Parks, Inc.	\$9,995.00
King Carpet Service	\$9,969.95
Terracon Consultants, Inc.	\$8,400.00
Office Team	\$2,528.00
Tee Janitorial & Maintenance	\$2,054.00
Mt. Diablo Resource Recovery	\$1,557.06
TASC	\$1,183.59
City Of Brentwood	\$1,157.07
Kidz Love Soccer	\$1,104.00
SDRMA	\$1,056.99
United States Postal Services	\$1,045.00
Neumiller & Beardslee	\$917.50
Express Employment Professionals	\$915.60
Univar	\$910.85
Matrix Trust	\$865.24
Watersavers Irrigation Inc.	\$813.63
Office Depot	\$637.28
Aflac	\$627.92
ReliaStar Life Insurance Company	\$325.00
UniFirst Corporation	\$166.62
Discovery Pest Control	\$138.00
Shred-It USA-Concord	\$84.70
County Of Contra Costa, Dept of Info Tec	\$55.30
Verizon Wireless	\$25.02
Water Utility Refund Customer	\$15.32
Bailey Bautista	\$3.95
	<hr style="width: 20%; margin-left: auto; margin-right: 0;"/> \$237,679.53



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

December 4, 2019

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title:

Approve Cancellation of Regular Board Meeting on January 1, 2020.

Recommended Action

Approve the recommendation from the Internal Operations Committee to cancel the Regular Board Meeting of January 1, 2020.

Executive Summary

Each year the Town of Discovery Bay offices are closed for the Holiday Season. This year, the closure is Tuesday, December 24, 2019 through January 1, 2020.

Since the Regular Board Meeting falls on a holiday, New Year's Day, the meeting will be cancelled. Please refer to chart below for dates TODB offices are open and closed.

DECEMBER 2019 / JANUARY 2020						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
15	16 OPEN	17 OPEN	18 Board Meeting	19 OPEN	20 OPEN	21 CLOSED
22 CLOSED	23 OPEN	24 CLOSED	25 CLOSED	26 CLOSED	27 CLOSED	28 CLOSED
29 CLOSED	30 CLOSED	31 CLOSED	1 Board Meeting	2 OPEN	3 OPEN	5

This matter was considered at the Internal Operations Committee Meeting on December 4, 2019. The recommendation from the Internal Operations Committee is to CANCEL the Regular Board Meeting of January 1, 2020. The next Regular Board Meeting would take place on January 15, 2020.

Previous Relevant Board Actions for This Item

Attachments

None.

AGENDA ITEM: C-3



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

December 4, 2019

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title:

Approve Board and Management Attendance at the 2020 Annual State of the Town Event.

Recommended Action

Authorize attendance and payment for the Board of Directors and Town management to attend the annual "State of the Town Gala" event on Saturday, January 25, 2020.

Executive Summary

Each year, the Discovery Bay Chamber of Commerce hosts its annual "State of the Town Gala" Banquet. This year's event will take place at the Discovery Bay Country Club on January 25, 2020 at 6:00 P.M.

As in past years, it is customary and appropriate for the Board of Directors and Management staff to attend these types of community/public events. Participation in this event provides a venue for delivering a State of the Town Address, demonstrates community involvement and outreach, allows opportunities for gaining direct feedback, puts faces to names, and gives honor to the Business, Citizen and Teacher of the Year.

The cost to attend is \$90.00 per person. If all five members of the Board, General Manager, and Assistant General Manager attend the total cost will not exceed \$630.00.

Previous Relevant Board Actions for This Item

Annual Board attendance since at least 2011.

Attachments

2020 State of the Town Gala Invitation.

AGENDA ITEM: C-4

Havana Nights

State of the Town Gala presented by
The Discovery Bay Chamber of Commerce

Join us at the Discovery Bay Country Club
For a Black Tie Affair!
Help us celebrate the current and future
State of our Community!

\$90 per person
Formal Attire Requested

Dinner



Dancing



Gaming

Saturday
January 25, 2020
6:00 pm Check in

Help us honor:

Business of the Year
Non Profit of the Year
Citizen of the Year
Teacher of the Year

Agenda Item C-4

Tickets available by visiting
discoverybaychamber.org or calling 925.240.4144





Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

December 4, 2019

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Approve the Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club and a Storage Space Lease Agreement with the Discovery Bay Community Foundation.

Recommended Action

Approve 1) Storage Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club for use of Town of Discovery Bay property located on Firwood Drive at gate on Discovery Bay Blvd (AKA Well Site 4); and 2) Storage Lease Agreement between the Town of Discovery Bay and the Discovery Bay Community Foundation for use of Town of Discovery Bay property located on Edgeview Drive at gate on Discovery Bay Blvd (AKA Well Site 3).

Executive Summary

Since 2015 the Town has entered into an annual agreement with Discovery Bay Lions Club to lease former Well Site #4 (Discovery Bay Blvd @ Firwood Drive gate) and an annual agreement with the Discovery Bay Community Foundation to lease former Well Site #3 (Discovery Bay Blvd @ Edgewood Drive gate). Both organizations are local non-profits that support local schools, charitable and civic organizations as well as community events and recreation programs.

The monthly rate was established in 2015 in the amount of \$100.00 with an amount of \$1,200.00 annually. There has not been an increase in rent since that time. The last extensions of the Agreements were agreed to on December 5, 2018 and are set to expire. The attached lease agreements extend the same terms as last year, except there is an increase of \$25.00 per month, making the monthly rent \$125.00 with an amount of \$1,500.00 annually. The lease terms will be for an additional 12 months commencing on January 1, 2020 and terminating on December 31, 2020.

Previous Relevant Board Actions for This Item

Attachments

1. Discovery Bay Warehouse Storage Space Lease - Well No. 3 Discovery Bay Community Foundation 12/04/19.
2. Discovery Bay Warehouse Storage Space Lease - Well No. 4 Lions Club 12/04/19.

AGENDA ITEM: C-5



TOWN OF DISCOVERY BAY

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December 4, 2019

RE: Town of Discovery Bay Storage Space Agreement 2020 Lease Extension

The following Extension of Lease Agreement is made by and between: The Town of Discovery Bay ("Lessor") and The Discovery Bay Community Foundation ("Lessee"), collectively referred herein as the "Parties".

The Parties agree to mutually extend and amend the lease agreement executed by them on April 1, 2016 and related to the premises including the building located on Edgeview Drive at the gate on Discovery Bay Boulevard, Discovery Bay, California APN 008-220-018-9, more commonly referred to as Well Site 3 as follows:

- The term of said lease is extended for a period of further 12 months commencing on January 1, 2020, and terminating on December 31, 2020.
- During the extended term, the monthly rent agreed upon in said lease is increased by \$25.00, and therefore Tenant shall pay Landlord a monthly rent of \$125.00 paid as an annual lump sum of \$1,500.00.

The Parties further knowledge that all other terms of the lease shall continue during this extended term as if set forth herein, and that this agreement shall be binding upon the Parties' successors, assignees and representatives.

Lessor:

Date

Michael R. Davies, General Manager

Lessee:

Date

Discovery Bay Community Foundation



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December 4, 2019

RE: Town of Discovery Bay Storage Space Agreement 2020 Lease Extension

The following Extension of Lease Agreement is made by and between: The Town of Discovery Bay ("Lessor") and The Discovery Bay Lion’s Club ("Lessee"), collectively referred herein as the "Parties".

The Parties agree to mutually extend and amend the lease agreement executed by them on April 1, 2016 and related to the premises including the building located at Firwood Drive at the gate on Discovery Bay Boulevard, Discovery Bay, California APN 008- 230- 037- 7, more commonly referred to as Well Site 4 as follows:

- The term of said lease is extended for a period of further 12 months commencing on January 1, 2020, and terminating on December 31, 2020.
- During the extended term, the monthly rent agreed upon in said lease is increased by \$25.00, and therefore Tenant shall pay Landlord a monthly rent of \$125.00 paid as an annual lump sum of \$1,500.00.

The Parties further knowledge that all other terms of the lease shall continue during this extended term as if set forth herein, and that this agreement shall be binding upon the Parties' successors, assignees and representatives.

Lessor:

Date

Michael R. Davies, General Manager

Lessee:

Date

Discovery Bay Lions Club

Byron Municipal Advisory Council

Linda Thuman, Chair
Office of Supervisor Diane Burgis
Contact: Lea Castleberry
3361 Walnut Blvd., Suite 140
Brentwood, CA 94513

Respectfully submitted by:
Deputy Chief of Staff, Lea Castleberry

*The Byron Municipal Advisory Committee serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

Draft Record of Actions

6:00 p.m.

September 24, 2019

MEMBERS PRESENT: Chair Thuman, Vice Chair Nisen, Councilmember Larsen, Councilmember Lopez and Councilmember Schmit

MEMBERS ABSENT:

PRESENTATION OF COLORS: Led by Chair Thuman

APPROVAL OF AGENDA: Motion to approve the Agenda as presented by made by Councilmember Schmit. Second by Vice Chair Nisen. Motion carried 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.

PUBLIC COMMENTS: Mark Whitlock – Bethel Island Health & Safety Fair on October 5th from 10am – 2pm.

AGENCY REPORTS:

- a. **East Contra Costa Fire Protection District:** No Report.
- b. **Office of the Sheriff:** Lea Castleberry provided the activity report for the month of August; new Delta Substation located at the Brentwood Police Department.
- c. **California Highway Patrol:** Officer Donnie Thomas provided the activity report for the month of August.
- d. **Office of Supervisor Diane Burgis:** Lea Castleberry - Byron Community Clean-Up on October 5th from 8am – noon and the Free E-Waste Event on October 12th at Knightsen School.

CONSENT ITEMS:

- a. **Approval of Record of Actions for August 27, 2019:** Motion to correct spelling of Public Comment speaker and approve the Record of Actions made by Councilmember Larsen. Second made by Vice Chair Nisen. Motion carried: 5-0. AYES: Larsen, Lopez, Nisen, Schmit and Thuman.

PRESENTATIONS:

- a. None.

ITEMS FOR DISCUSSION AND/OR ACTION:

- a. **Discuss Community Donations to the Byron MAC – Account Balance \$541.00:** Lea Castleberry reported the donations came from prior Community Clean-Up Days and have been sitting in a county account. Lea asked the board to consider how this money could be spent in the community and come back to the next Byron MAC meeting with ideas.

CORRESPONDENCE/ANNOUNCEMENTS:

- a. R-08/23/19 Contra Costa County Zoning Administrator Agenda for September 4, 2019
- b. R-09/04/19 Contra Costa County Planning Commission Agenda for September 11, 2019
- c. R-09/10/19 Contra Costa County Zoning Administrator Agenda for September 16, 2019
- d. R-09/12/19 Contra Costa County Planning Commission Cancellation Notice for September 25, 2019

FUTURE AGENDA ITEMS

- a. BART Expansion Update
- b. St. Anne's Village Update
- c. Update on Agricultural Building at Excelsior Middle School
- d. Review the DRAFT East Contra Costa Master Trail Plan

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

ADJOURNMENT

There being no further business before the Byron Municipal Advisory Council, Chair Thuman adjourned the meeting at 6:25pm. The next scheduled Byron Municipal Council meeting will be held Tuesday, October 22, 2019 at 6:00p.m. located at St. Anne's Church – 2800 Camino Diablo, Room 1A in Byron.