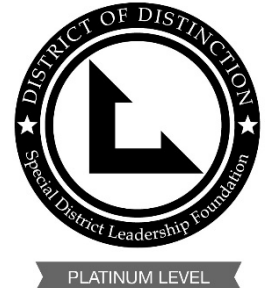




# TOWN OF DISCOVERY BAY

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 REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, November 1, 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 all members were present with President Porter joining remotely.

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

1. The first speaker was with the Lions Club and presented the Board with a \$500 check for the Paws on Parade event that was held at the Community Center.
2. The second speaker spoke about Resources for Older Americans and Retirees (ROAR).
3. The third speaker also spoke about ROAR.
4. The fourth speaker mentioned the Veolia Solar Energy presentation that was previously brought to the Water and Wastewater Committee.

**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 October 18, 2023.
2. Approve Register of District Invoices.

Director Graves made a Motion to Approve the Consent Calendar.

Director Graham seconded.

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

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

1. Supervisor Diane Burgis, District III Report.  
None.

2. Sheriff's Office Report.

Presented by Deputy Kooy.

- There were several vandalism reports taken. Deputy Kooy wants to stress that people should not confront suspects.
- There were 349 calls for service in October.
- Sheriff's office received several calls regarding a sexual registrant that has moved into the area.

3. CHP Report.  
None.

4. Contra Costa Fire Report.  
None.

**E. MUNICIPAL ADVISORY COUNCIL**

None.

**F. PRESENTATIONS**

None.

**G. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action to Approve Resources for Older Americans and Retirees (ROAR) Holiday Parade.

Presented by Assistant General Manager Allan Cantando.

- ROAR is requesting the use of the Community Center parking lot for a Holiday Parade Event on December 2, 2023.
- The Board clarified that all conditions of approval must be adhered to and permits must be issued in order for the event to occur.

Public Comment:

- The speaker is with ROAR and stated volunteers are placed at the event for safety.
- Director Gutow stated he contacted the County and no encroachment permit had been issued as of Monday, October 30<sup>th</sup>.

Director Graham made a Motion to Approve staff recommendation to Approve Resources for Older Americans and Retirees (ROAR), Holiday Parade Event at the Community Center Parking Lot on December 2, 2023, subject to the "Conditions of Approval" required by Town staff.

Director Gutow seconded.

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

2. Discussion and Possible Action to Update Ordinance No. 26, Parking Restrictions.

Presented by Assistant General Manager Allan Cantando.

- Ordinance No. 26 was originally established in 2014.
- Modifications include language regarding towing of vehicles.
- Staff recommendation includes introducing and waiving the first reading of Ordinance 26.

Director Graves made a Motion to Introduce and Waive First Reading of Ordinance 26 Amending Parking Restrictions at Cornell and Ravenswood Parks and the Discovery Bay Community Center.

Director Gutow seconded.

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

**H. MANAGER'S REPORT**

None.

**I. GENERAL MANAGER'S REPORT**

Presented by General Manager Dina Breitstein.

1. Staff is working with Veolia on Net Energy Metering Aggregation Program.
2. The District Office will be closed to the public beginning November 6, 2023 through February 2024 due to construction of filter project.

**J. DIRECTOR REPORTS**

1. Standing Committee Reports.

- a. Communications Committee Meeting (Committee Members Carolyn Graham and Bryon Gutow) November 1, 2023.
  - Director Graham reported that the committee discussed shadow boxes at Cornell and Ravenswood Parks. There are now over 600 people signed-up for Slick Text.
- b. Parks & Recreation Committee Meeting (Committee Members Bryon Gutow and Michael Callahan) November 1, 2023.
  - Director Gutow reported that the committee discussed Discovery Bay Blvd. landscaping project. Committee also discussed Cornell Park bathroom vandalism solutions.
- c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) November 1, 2023.
  - Director Graves reported that the committee discussed Well 7 and the Willow Filter Project.

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

1. Con Fire Meeting – October 17, 2023 (Director Carolyn Graham)

**L. CORRESPONDENCE**

None.

**M. LEGAL REPORT**

None.

**N. FUTURE AGENDA ITEMS**

None.

**O. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

Legal counsel Andy Pinasco announced the Board will adjourn to the closed session listed on the agenda as item P1. There is no reportable action anticipated, but staff will report any reportable action upon reconvening to the regular Board of Directors Meeting.

Closed session began at 7:39p.m.

**P. CLOSED SESSION:**

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: APN: 008-330-064 – 2489 Discovery Bay Boulevard  
Agency Negotiator: Dina Breitstein  
Negotiating Parties: Bret Hughes  
Under negotiation: Price and Terms of Payment

**Q. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

Legal counsel Andy Pinasco announced the return to open session at 8:08p.m. All members were present for the entirety of the closed session. There is nothing to report.

President Porter did not attend the return to open session and did not participate in the adjournment.

**R. ADJOURNMENT**

1. Adjourned at 8:08p.m. to the next Regular Meeting of the Board of Directors on November 15, 2023 beginning at 7:00p.m. at the Community Center located at 1601 Discovery Bay Boulevard.