



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



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

### NOTICE OF THE REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday July 6, 2022

#### 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 led by Legal Counsel, Andy Pinasco.
3. Roll Call - 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 15, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2022-25 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.

Director Gutow made a Motion to Approve the Consent Calendar as presented.

Director Graham second.

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.  
Presented by Dawn Morrow.
  - High concentration of Algae Blooms has been reported in Discovery Bay.
  - Contra Costa County is now offering COVID vaccinations for children under 5.
  - Environmental Health Event held at the Town of Discovery Bay Community Center – July 16<sup>th</sup> at 10 am.
2. Sheriff's Office Report.  
Presented by Lieutenant Mark Johnson.
  - 10 citations for fireworks in Discovery Bay were taken, homeowners are being cited for each firework performed.
  - A couple of ALPR camera hits were done and persons were taken into custody.
  - Store thefts - persons taken into custody, citizens are calling and taking pictures and the Sheriff's Office are following up on each of those.
3. CHP Report.  
None.
4. Contra Costa Fire Report.  
None.

**E. PRESENTATIONS**

1. None.

**F. DISCUSSION AND POSSIBLE ACTION**

1. Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2022-2023; Continue Collection of Assessments on County Tax Roll and Adoption of Resolution No. 2022-24.

Presented by Finance Manager, Julie Carter.

- Report prepared by HERWIT Engineering recommended 5% increase for Zone 9.

Director Graham made a Motion to Adopt Resolution No. 2022-24 for Fiscal Year 2022-2023 per Staff recommendation.

Vice-President Porter second.

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

No public comment.

2. Discussion and Possible Action to Approve Change Order No. 2 for BSK Geotechnical Services for the Denitrification and Master Plan Upgrades Project in the amount of \$75,035.

Presented by Gregory Harris.

- Currently halfway through the project –unknown remaining risks include broken / failed rotors, equipment, and soil conditions. Currently negotiating of what is currently remaining in project.

Vice-President Porter made a Motion to accept Staff recommendation.

Director Graham second.

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

**G. MANAGER'S REPORT**

None.

**H. GENERAL MANAGER'S REPORT**

None.

**I. DIRECTOR REPORTS**

1. Standing Committee Reports.

- a. Communications Committee Meeting (Committee Members Michael Callahan and Carolyn Graham). July 6, 2022.

Presented by Director Graham.

- Town Hall Event Recap – suggestions for future meetings.
- Chambers of Commerce points of interest pamphlet.
- Online view statistics of Town's website and social media platforms.
- Short-term rental concern discussed will bring to Board.

- b. Parks and Recreation Committee Meeting (Committee Members Bryon Gutow and Ashley Porter). July 6, 2022.

Presented by Director Gutow.

- Pickleball Courts – Manufacturer agreed to do warranty repair of courts. A shade canopy was requested, the committee will work with staff to ensure material and placement will conform to Town's requirements.
- Clipper Drive Project – Multi-phase project will start soon.
- Landscape Manager, Bill Engelman presented a zone map of all landscaping projects

- across each zone and timeline.
- Prop 68 for Cornell Park will start late Fall timeframe.
- The County provided funds to redo the meridians near Safeway.

- c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter). July 6, 2022.

Presented by Vice-President Porter.

- Update on Well 8 CEQA that will save time and money.
- Change Order for BSK Geotechnical Services.
- Discussed options for Pump Station W repairs.
- Luhdorff & Scalmanini Consulting Engineers proposal for grant funding and sourcing.

2. Other reportable items.  
None.

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

President Graves attended Conveyance Meeting in Sacramento. Contra Costa County Board of Supervisors were in attendance, the meeting was in support of not taking water out of Delta.

**K. CORRESPONDENCE RECEIVED**

**L. MUNICIPAL ADVISORY COUNCIL**

None.

**M. FUTURE AGENDA ITEMS**

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

**O. CLOSED SESSION:**

**P. RETURN TO OPEN SESSION: REPORT ON CLOSED SESSION**

**Q. ADJOURNMENT**

1. Meeting adjourned at 7:30 p.m. to the next Regular Meeting of the Board of Directors on July 20, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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"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."