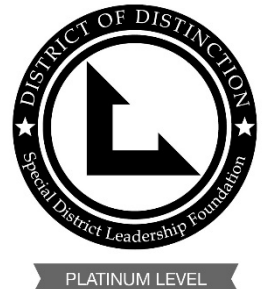




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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 October 18, 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 the exception of Vice-President Callahan who was absent. Director Graves joined the meeting remotely.

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

- The speaker mentioned kids in the Town driving golf carts and motorized dirt bikes. He spoke of increased speeding and car theft in the Town.

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 4, 2023.
2. Approve Register of District Invoices.

Director Gutow made a Motion to Approve the Consent Calendar.

Director Graham seconded.

Vote: Motion carried – AYES: 4 – Porter, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Callahan.

D. PRESENTATIONS

1. Veolia Presentation.

Presented by Jeffrey Dobretz, Field Supervisor with Veolia.

- All wells are active with the exception of Well #7 which is still being repaired.
- All 15 lift stations are active with no issues.
- There were no SSOs.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Scope of Work for Stantec to Prepare Report of Waste Discharge and Other Documents for Renewal of the Town's NPDES Permit in the Amount of \$45,314.

Presented by Gregory Harris with Herwit Engineering.

- NPDES Permit must be updated every five years.
- Stantec Consulting Engineering has been used in the past to assist with the permit paperwork.
- It is highly recommended Stantec be utilized again due to their familiarity with Town operations.

Director Graves made a Motion to Approve staff recommendation to:

- a) Approve the scope and budget contained in the attached Stantec proposal dated September 26, 2023, to prepare documents for the renewal of Water Board Order No. R5-2019-0082 (Town's NPDES Permit).
- b) Authorize the General Manager to execute the Town's Standard Form of Consulting Agreement with Stantec to prepare documents for NPDES permit renewal in the amount of \$45,314.
- c) Authorize the General Manager to execute any additional change orders to Stantec Contract for up to 10% contingency of the Contract value.

Director Graham seconded.

Vote: Motion carried – AYES: 4 – Porter, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Callahan.

2. Discussion and Possible Action to Approve the Purchase of JW Backhoe Surplus Equipment.

Presented by Water and Wastewater Manager Aaron Goldsworthy.

- JW Backhoe has closed down their operation.
- Staff contacted JW Backhoe regarding purchase of surplus equipment.
- Staff presented the list of available equipment that has been previously utilized by the Town the Water & Wastewater Committee at the October 4, 2023 meeting.

Board discussion:

- Director Graham inquired about cost of repairs utilizing rented equipment as well as the possibility of additional Town staff being needed.
- Water & Wastewater Manager Goldsworthy said JW Backhoe was called out approximately 70 times in 2021 and over 30 times in 2022.
- Director Gutow asked about the condition of the Town's infrastructure.
- Director Graves stressed the delivery charges for rental equipment.

Public comment:

- Speaker noted that the Town will now be responsible for maintenance of the purchased equipment.

President Porter made a Motion to:

1. Approve the purchase of JW Backhoe Surplus Equipment, and
2. Authorize the General Manager to execute all purchase agreements with JW Backhoe for surplus equipment not to exceed \$268,000.00

Director Graves seconded.

Vote: Motion carried – AYES: 4 – Porter, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Callahan.

3. Discussion and Possible Action to Approve the Water and Wastewater Committee Recommendation to Eliminate the Non-Viable Office Building Option as a Possible Option for the Future District Office Building.

Presented by General Manager Dina Breitstein.

- Staff is requesting to eliminate option #3 – The new building designed by Aetypic.
- Remaining options would be: Option #4 – New Modular Building, Option #5 – Purchase New Property with Office Space, and Option #6 – Remodel the Community Center.

Public Comment:

- Speaker questioned why Option #3 would not be a viable solution. He requested an update on the remaining options. He also inquired about the status of the Veolia energy presentation being brought to the full Board of Directors.

Director Graham made a motion to approve staff recommendation to:

Eliminate the following Non-Viable Office Building Option per the Water and Wastewater Committee Recommendation:

Option 3: New Building

Director Graves seconded.

Vote: Motion carried – AYES: 4 – Porter, Graves, Gutow, Graham, NOES: 0, ABSTAINED: 0, ABSENT: 1 – Callahan.

F. MANAGER'S REPORT

1. Parks and Recreation Update.

Presented by Recreation Programs Supervisor Monica Gallo.

- Pickleball repairs are completed.
- Aquatics program is ending on October 27, 2023. This has been a hugely successful year.
- Paws On Parade will be held on October 22, 2023 from 9:00a.m.-12:00p.m.
- Red Cross Blood Drive will be on November 29, 2023 from 9:00a.m.-3:00p.m.
- Private and group pickleball lessons are now being offered.
- Free Zumba In The Park at the Community Center on October 28, 2023 from 10:00-11:00a.m.

G. GENERAL MANAGER'S REPORT

None.

H. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

I. CORRESPONDENCE

None.

J. LEGAL REPORT

None.

K. FUTURE AGENDA ITEMS

None.

L. ADJOURNMENT

1. Adjourned at 7:45 p.m. to the next Regular Meeting of the Board of Directors on November 1, 2023 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."