



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 May 18, 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 Director Graham.
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 May 4, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2022-15 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.

Vice-President Porter second.

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

No public comment.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. None.

E. PRESENTATIONS

1. Veolia Presentation by Anthony Harper.

- Safe Workdays: 4,628
- Water Production total for the month of April 79.30 (MG).
- Hydrant flushing will be done same time at the same time as valve exercising approximately in Fall.
- All 15 Lift Stations are active and running well.
- Monthly Conductivity – exceeded the limit at 2,403 for conductivity annual average. Water usage is increasing. April 2022 increased due to how they system is running; Willow has lower conductivity. Newport took the lead in conductivity due to more use of the higher conductivity wells.
- All the wells using the same sub-basin, well depths are being investigated.

President Graves requested Conductivity to be discussed further on the next Water and Wastewater Committee Meeting.

Board and Staff have been invited to Wastewater Plant 2, Friday June 3rd 12 pm – 2 pm for the Veolia luncheon.

F. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Resolution 2022-16 Amending Board Policy No.002 Bylaws – Deleting Contra Costa County as the District’s Treasurer and Naming the General Manager as the District’s Treasurer Presented by Finance Manager, Julie Carter.

- On April 20th we received the first funds transfer to be our own Treasurer and to be independent. The bylaws need to be changed from the Treasury of Contra Costa County to the General Manager.

President Graves inquired about the remaining funds. Finance Manager, Julie Carter confirmed the balance of the funds will be transferred next week and then we will be fully independent.

No public comment.

Director Graham made a Motion to Approve Resolution 2022-16 Amending Board Policy to delete Contra Costa County as the District’s Treasurer and Naming the General Manager as the District’s Treasurer. Director Callahan second.

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

2. Discussion and Possible Action to Amend Finance Policy No.003 Investment Policy – Deleting Contra Costa County as the District’s Treasurer and Naming the General Manager as the District’s Treasurer Presented by Finance Manager, Julie Carter.

- Staff made a recommendation to amend Investment Policy to reflect the change to our General Manager as Treasurer.

No public comment.

Director Gutow made a Motion to Approve staff’s recommendation.

Vice-President Porter second.

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

G. MANAGER’S REPORT

1. Water and Wastewater Engineer Gregory Harris, Herwit Engineering (Note: this item was moved to follow Item 2).

- Advisian compiled Preliminary Design Report and Final Design and permitting on the Diffuser Project, no bids received on project.
- Moving onto next steps in the Purchasing Policy to allow direct negotiation with the bidders.

President Graves inquired if this project would exceed the budget, Gregory Harris confirmed it would.

2. Residential Sound Wall Decay Presented by Interim Assistant General Manager, Mike Davies.

- Another section of the Cypress Landing Sound Wall has toppled over onto the landscaping that borders the south edge border of Sandpoint Road.

Legal Counsel, Andy Pinasco commented the County has Nuisance Authority however abatement would not resolve the issue, HOA’s have been contacted and have responded “not common property or property owner’s responsibility.” However, when fences fall onto Town of Discovery Bay property, we can enforce trespassing and go through the process of Civil Action.

Director Gutow stated that the Town is most concerned about the safety aspect of the current condition of the fence and employees being harmed. President Graves made a recommendation to draft letter to HOA and to individual homeowners. Assistant General Manager, Mike Davies stated the need of an ordinance is at a critical stage due to personnel safety concerns.

H. GENERAL MANAGER’S REPORT

Presented by General Manager, Dina Breitstein.

- Town Hall Event, June 4th 11 am – 1pm. Booth setup can arrive at 10 am.
- Sherriff’s Department, Brentwood Press, and Rec 800 will be in attendance.

I. DIRECTOR REPORTS

- President Graves acknowledged Chad Harris Zone Services, LLC for attending and willing to address the concerns of dust and dirt at Newport and mitigate a tough situation.

J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. None.

K. CORRESPONDENCE RECEIVED

1. None.

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

N. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case.

O. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

No reportable action.

P. ADJOURNMENT

1. Meeting adjourned at 8:13 p.m. to the next Regular Meeting of the Board of Directors on June 1, 2022, 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."