



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-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 STANDING INTERNAL OPERATIONS COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday, August 2, 2023 3:30 P.M.

Internal Operations Committee Members

Chair Michael Callahan
Vice-Chair Kevin Graves

A. ROLL CALL

1. Called business meeting to order 3:30 p.m.
2. Roll Call was taken, and Director Kevin Graves was absent. Director Kevin Graves arrived at 3:36p.m.

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

1. The speaker had various suggestions for the website.

C. DRAFT MINUTES TO BE APPROVED

1. Approve DRAFT minutes of June 7, 2023, Internal Operations Committee Meeting.

Vice-Chair Graves made a Motion to Approve the June 7, 2023 Draft Minutes.
Chair Callahan seconded.
Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

1. Update on Nextdoor for Government App.

Presented by Assistant General Manager Allan Cantando.

- The District will be getting a Nextdoor for Government account.
- The same information will be posted across all social media sites. (Instagram, Facebook, Nextdoor)
- Comments will be disabled on the account as they are on all social media sites.

2. Update on Electronic Sign Board.

Presented by Assistant General Manager Allan Cantando.

- The replacement parts have arrived from Florida and a company out of Stockton will handle the repair.

3. Update on new Website Meeting Calendar.

Presented by Assistant General Manager Allan Cantando.

- A new meeting calendar has been added to the website.
- Meetings will be updated monthly.

Director Kevin Graves arrived at 3:36p.m.

Public comment:

1. The speaker asked for clarification on the Nextdoor Government App. He also requested that the meeting time be listed on the calendar.

4. Update on Public Engagement.

Presented by Administrative Assistant Kelly Rajala.

- Informational emails can be sent directly from the website. Residents can sign-up for notifications on Bid Listings, Agendas, Breaking News and Safety, Parks and Recreation, and Water and Wastewater.

E. DISCUSSION ITEMS

None.

F. FUTURE DISCUSSION/AGENDA ITEMS

None.

G. ADJOURNMENT

1. Adjourned at 3:47p.m. to the next Standing Internal Operations Committee meeting on October 4, 2023, 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."