



# 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 February 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 at 7:00 p.m.
2. Pledge of Allegiance was led by Director Gutow.
3. Roll Call was taken, and 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 January 18, 2023.
2. Approve Register of District Invoices.
3. Approve Resolution 2023-02 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.
4. Approve a Certificate of Appreciation to Captain Mark Johnson Signed by the President of the Board.

Director Graves made a Motion to Approve the Consent Calendar.

Director Gutow 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.

Presented by District Representative Stephen Griswold.

- There will be a Chamber of Commerce Mega Mixer at Supervisor Burgis' office April 19<sup>th</sup>, 2023, from 5:00-8:00p.m.
- Discussion on short-term rental violations and fines.

2. Assembly Member Lori Wilson's Office Report.  
None.

3. Sheriff's Office Report.

Captain Mark Johnson introduced Lieutenant Charlene Jacquez.

- Lieutenant Jacquez introduced herself and gave a brief profile on her personal and professional life.
- Lieutenant Jacquez introduced the two Discovery Bay resident deputies.

4. CHP Report.  
None.
5. ~~Contra Costa Fire Report~~ (Assignment by Con Fire Pending).  
None.
6. Congressman Josh Harder's Office Report.  
None.

**E. PRESENTATIONS**

1. Recognition of Captain Mark Johnson's Service to TODB.

President Ashley Porter presented Captain Mark Johnson with a Certificate of Appreciation for the service he provided to the Town of Discovery Bay.

2. Discovery Bay General Plan Update.

Public Comment:

- First speaker spoke on the lack of infrastructure, lack of public transportation, as well as concerns regarding school safety and emergency services in Discovery Bay.
- Second speaker spoke about challenges that the community will face if adding to the population.
- Third speaker spoke about challenges in the future with becoming an incorporated area if commercial land is rezoned as residential.
- Fourth speaker stated his concerns that the County has the authority to determine more homes in our community.

Presented by Will Nelson, Principal Planner with Contra Costa County.

- General plan is the highest land use planning document.
- Existing general plan is over 32 years old.
- Contra Costa County regional housing needs allocation is 49,049.
- Contra Costa County Unincorporated area's share is 7,610.
- Discovery Bay is allocated 494 units.
- To sign up for updates please visit: [envisioncontracosta2040.org](http://envisioncontracosta2040.org)

**F. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action to Approve the Purchase of a New Ford F-250 Truck for the Water and Wastewater Department.

Presented by Water & Wastewater Manager, Aaron Goldsworthy.

- The Town has needed a new truck for several years but faced inventory and supply-chain issues due to COVID. Water & Wastewater Manager Goldsworthy found a truck in stock at Bill Brandt Ford.

Director Graves made a Motion to Approve the Purchase of a New Ford F-250 Truck for the Water and Wastewater Department.

Director Gutow seconded.

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

**G. MANAGER'S REPORT**

Presented by Parks and Recreation Supervisor Monica Gallo.

- Evening yoga classes will begin next week.
- Pool will be opened in February for the turn and stroke clinic for kids.
- Community Center grounds are now open until 6:00p.m. due to later sunset.

Water & Wastewater Manager Aaron Goldsworthy introduced Veolia Project Manager Anthony Harper to give an update on the Clipper Dr. Pipeline repair.

- W.R Forde repaired the pipeline in two days with an hour of clean-up on the third day.
- A decision was made to add valves on both sides as well as a bypass valve.

## **H. GENERAL MANAGER’S REPORT**

General Manager Dina Breitstein reported.

- Cal Trans has been contacted about the bridge repair traffic making it difficult to access Plant #1 and Plant #2.
- P.G. & E. is starting a new pipeline replacement project. They will be disposing of water at the wastewater plant which gives the Town added revenue.

## **I. DIRECTOR REPORTS**

### 1. Standing Committee Reports.

- a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) February 1, 2023.

Vice-President Michael Callahan reported.

- Committee chair will be Michael Callahan. Vice-chair will be Kevin Graves.
- Vehicle use policy will be coming to the board for approval.

- b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) February 1, 2023.

Director Carolyn Graham reported.

- Committee chair will be Ashley Porter. Vice-Chair will be Carolyn Graham.
- Finance Manager Julie Carter gave a financial report.

- c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) February 1, 2023.

Director Kevin Graves reported.

- Committee chair will be Ashley Porter and Vice-chair will be Kevin Graves.
- Discussion on the Sewer System Management Plan.
- Discussion on the East County Water Management Agreement.

### 2. Ad Hoc Committee Report.

Director Kevin Graves reported.

- There was an Ad Hoc meeting on January 27<sup>th</sup>, 2023.
- Architects are working on plans for a new District Office that will be brought to the Board of Directors in April.

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

1. Transplan Committee Meeting – January 12, 2023 (Director Carolyn Graham).

**K. CORRESPONDENCE**

None.

**L. LEGAL REPORT**

None.

**M. MUNICIPAL ADVISORY COUNCIL**

None.

**N. FUTURE AGENDA ITEMS**

None.

**O. ADJOURNMENT**

1. Meeting adjourned at 8:38p.m. to the next Regular Meeting of the Board of Directors on February 15, 2023, 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."