



# 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 January 18, 2023 7:00 P.M.

#### REGULAR MEETING 7:00 P.M.

##### A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called meeting to order 7:00 p.m.
2. Pledge of Allegiance was led by President Ashley Porter.
3. Roll Call was taken and all members of the Board were present.

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

There were two public comments.

- Trevor Page, Field Representative for Assemblymember Lori Wilson's Office, joined via telephone. They are looking for a representative from the Discovery Bay or Oakley area to join them in their office.
- A resident whose home is on Bixler Road asked to be directed to the correct agency to assist him with the flooding issues he is experiencing.

##### 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 December 21, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2023-01 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. Elect Board Officers for Calendar Year 2023 – Ashley Porter Board President and Michael Callahan Vice-President.
5. Accept \$6000 Donation from Veolia North America to the Community Center.

Vice-President Callahan made a Motion to Approve the Consent Calendar.

President Porter seconded.

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

Out-going President Graves passed the gavel to newly elected President Ashley Porter.

##### D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

None.

##### E. PRESENTATIONS

1. Recognition of Director Kevin Graves' Service as President of the Board 2022.
  - President Ashley Porter presented Director Graves with a plaque and thanked him for his service as the 2022 President of the Town of Discovery Bay Board of Directors.

- Claire Alaura, District Representative for the Office of California State Senator Steven M. Glazer, presented Director Graves a certificate to thank him for his service as the 2022 President of the Town of Discovery Bay Board of Directors.

2. Veolia Presentation.

Anthony Harper, Project Manager of Veolia, presented monthly reports for November 2022 and December 2022.

- 4873 safe working days.
- Hydrant flushing is conducted annually.
- Conductivity annual average was with-in limit of <2,400.

**F. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action Regarding Board Member Appointments to Standing Committees.

One resident had a public comment. He stated his opinion that one committee member should be a holdover from the previous appointment to maintain continuity.

The Board selected Committees for a two-year appointment. Selections were made by each Board Member in order of Member seniority: President Porter, Vice-President Callahan, Director Graves, Director Gutow and Director Graham.

<u>Standing Committee Name</u>	<u>Director Appointed</u>	<u>Director Appointed</u>
Finance	Director Carolyn Graham	President Ashley Porter
Water and Wastewater	President Ashley Porter	Director Kevin Graves
Internal Operations	Vice-President Michael Callahan	Director Kevin Graves
Parks and Recreation	Vice-President Michael Callahan	Director Bryon Gutow
Communications	Director Bryon Gutow	Director Carolyn Graham

2. Discussion and Possible Action Related to Board Member Appointments to Regional Committees.

The Board selected Regional Committees based on Member seniority: President Porter, Vice-President Callahan, Director Graves, Director Gutow and Director Graham.

<u>Regional Committee Name</u>	<u>Primary Director</u>	<u>Alternate Director</u>
Contra Costa County Aviation Advisory Committee	Director Kevin Graves	Director Bryon Gutow
Contra Costa County Code Enforcement	Director Bryon Gutow	Director Carolyn Graham
Contra Costa County Special Districts Association	President Ashley Porter	Director Kevin Graves
Contra Costa County Fire Protection District Liaison	Director Carolyn Graham	Vice-President Michael Callahan
East County Water Management Association	President Ashley Porter	Director Carolyn Graham
LAFCO Liaison	Vice-President Michael Callahan	President Ashley Porter
Police Services (P6) Committee	Vice-President Michael Callahan	Director Bryon Gutow
School District Representative Liaison	Director Kevin Graves	Vice-President Michael Callahan

3. Discussion and Possible Action to Set the Date and Time of the 2023 Annual Board Workshop.

Presented by General Manager, Dina Breitstein.

- Staff proposed March 2, 2023 at 4:00pm at the Community Center as the date for the Annual Board Workshop.

Director Graham made a Motion to Approve the Date and Time of the 2023 Annual Board Workshop.  
Director Graves seconded.

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

**G. MANAGER’S REPORT**

None.

**H. GENERAL MANAGER’S REPORT**

General Manager, Dina Breitstein, gave an update on the recent storms.

- Some trees and branches came down and were cleaned-up by landscape department with Veolia assisting,
- The Board commended the General Manager and staff for all of their efforts that went above and beyond during this time.

**I. DIRECTOR REPORTS**

None.

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

1. TRANSPLAN Committee Meeting – December 8, 2022 (Director Carolyn Graham).

**K. CORRESPONDENCE**

None.

**L. LEGAL REPORT**

None.

**M. MUNICIPAL ADVISORY COUNCIL**

None.

**N. FUTURE AGENDA ITEMS**

None.

**O. ADJOURNMENT**

1. Adjourned at 7:42pm to the next Regular Meeting of the Board of Directors on February 1, 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."