



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT
SDLF Platinum-Level of Governance



President – Bryon Gutow • Vice-President – Kevin Graves • Director – Ashley Porter • Director – Michael Callahan • Director – Carolyn Graham

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, April 7, 2021

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard





TOWN OF DISCOVERY BAY

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SDLF Platinum-Level of Governance



President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Michael Callahan • Director – Carolyn Graham

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 7, 2021
REGULAR MEETING 7:00 P.M.**

**NOTICE
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE **891949****

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

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.
3. Roll Call.

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

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 March 17, 2021 Regular Board of Directors DRAFT Meeting minutes.
2. Approve Register of District Invoices.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Assembly Member Jim Frazier, District 11.
2. Supervisor Diane Burgis, District III Report.
3. Sheriff's Office Report.
4. CHP Report.
5. East Contra Costa Fire Protection District Report.

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Approve the Contract for HERWIT Engineering to Prepare the 2021-2022 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2021-05.

H. MANAGER'S REPORT

1. Denitrification Update.
2. Water Projects Update.

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

1. Standing Committee Reports.
 - a. Finance Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) April 7, 2021.
 - b. Internal Communications Committee Meeting (Committee Members Michael Callahan and Carolyn Graham) April 7, 2021.
 - c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter), 2021.
2. Other Reportable Items.

K. DIRECTOR'S TRAINING AND REGIONAL MEETING REPORTS

1. Report of Tri Delta Transit Board of Directors Meeting – March 24, 2021- Director Carolyn Graham.

L. CORRESPONDENCE RECEIVED

M. FUTURE AGENDA ITEMS

N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

O. CLOSED SESSION:

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

Q. ADJOURNMENT

1. Adjourn to the regular meeting on April 21, 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."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Michael Callahan • Director – Carolyn Graham

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, March 17, 2021
REGULAR MEETING 7:00 P.M.**

**NOTICE
Coronavirus COVID-19**

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REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Bryon Gutow.
2. Pledge of Allegiance – Led by Assistant General Manager Dina Breitstein.
3. Roll Call – All present, Vice President Kevin Graves joined by teleconference.

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 DRAFT minutes of March 3, 2021 Regular Board of Director's meeting.
2. Approve DRAFT minutes of March 4, 2021 Special Annual Board Planning Meeting.
3. Approve Register of District Invoices.

Motion made by Director Ashley Porter to approve items on the Consent Calendar as presented.

Second by Director Michael Callahan.

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

D. PRESENTATIONS

E. MONTHLY WATER AND WASTEWATER REPORT- VEOLIA

1. Veolia Report – None to report.

General Manager Mike Davies introduced Anthony Harper as the new Veolia Project Manager. Mr. Harper has over 20 years of experience in the Water and Wastewater field. He is passionate about his job and encourages staff to approach him if they have any questions he can help with. He is looking forward to working with the Town and continuing safety operations and compliance with the state.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding the Presentation of 2020 Audited Financial Statements.

Finance Manager Julie Carter introduced Mark Croce of Croce, Sanguinetti and Vander Veen, the Town's financial auditors. Mr. Croce gave the Board an informative update regarding the Town's Annual Financial Audit completed in the end of 2020. He advised the Board that Town of Discovery Bay's accounts receivable is in great order. He wanted to give the Town the best positive level of assurance they can provide. Mr. Croce praised Finance Manager Julie Carter for the well organized and appropriate distribution of funds into the correct accounts. Overall, he claimed the Town's revenues exceed its expenditures. He provided a comparison chart to easily see how the Town has been consistently improving throughout the years. As a District, Mr. Croce stated the Town is in the top third in terms of its financial performance.

Finance Manager Julie Carter stated that it is staff's recommendation to approve the Annual Financial Audit done by Croce, Sanguinetti and Vander Veen as presented to the Board.

Motion made by Director Carolyn Graham to approve staff's recommendation

Second by Director Ashley Porter.

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

2. Discussion and Possible Action Approving the Scope of Work with HERWIT Engineering for Engineering Support, Construction Management and Inspection Services for the Denitrification and Master Plan Improvement Project in the amount of \$967,800.

Assistant General Manager Dina Breitstein recommended the Board approve the Scope of Work and quote provided from Herwit Engineering to provide engineering support, construction management and inspection services for the Denitrification Project and to authorize Town's General Manager to execute any contracts and purchases with Herwit Engineering to perform said services. Herwit Engineering came in at a substantially lower cost than typical construction management consultants. Herwit has familiarity with the Town and other projects that are currently being worked on.

Motion made by Director Ashley Porter to: approve the scope and budget contained in the Herwit Engineering Scope of Services dated March 6, 2021, to perform engineering construction support services and construction management and inspection services for the Denitrification and Master Plan Improvement Project and to Authorize the General Manager to Execute the Town's Standard Form of Consulting Agreement with Herwit Engineering to perform the scope of service attached as Exhibit A in the amount not to exceed \$967,800.

Second by Vice President Kevin Graves.

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

3. Discussion and Possible Action Regarding the Replacement of the ORION CDMA Water Meter Endpoints ("Readers") with ORION LTE-M Water Meter Readers.

Water and Wastewater Manager Aaron Goldsworthy advised the Board that the current water meter readers in 4,619 homes are reading information once an hour and communicating that information to a cellular tower once a day through a 3g network. Soon 3g networks will dissolve, rendering these current meter readers useless. ORION has an LTE-M reader which provides reads every 15 minutes identifying water leaks quicker, changes in water pressure and water temperature and quality. These LTE-M readers will communicate with the 5g cellular network once an hour, instead of once a day. ORION has offered Town of Discovery Bay a substantial savings from the original cost of this LTE-M readers of \$334 per unit to \$57.50 per unit to replace the meter readers with 5g enabled capabilities. These new LTE-M readers from ORION come with a 20 year warranty which includes replacement for any updates to broadband cellular networks. Since the public pays a water service charge, this will cover the cost of replacing meter readers leaving no additional expense for homeowners during this upgrade. Staff recommends approving the replacement of 4,619 meter readers to the ORION LTE-M readers and to authorize General Manager to execute all purchase orders or contracts up to \$300,000.

President Bryon Gutow asked when these meter readers can be installed.

Water and Wastewater Manager Aaron Goldsworthy advised the opportunity was just presented last month, however there would still need to be a discussion regarding inhouse installation or contracting to have them installed.

Director Michael Callahan asked if there would be any interruptions in service to the residents while the readers are being installed.

Water and Wastewater Manager Aaron Goldsworthy advised there will not be any impact to the residents.

Motion made by Director Michael Callahan to: approve the replacement of the current ORION CDMA water meter readers with ORION LTE-M water meter endpoint ("readers"); and authorize the General Manager to execute all purchase orders and contracts there within not to exceed \$300,000.

Second by Director Ashley Porter.

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

4. Discussion and Possible Action to Purchase the AirBurners 2021 T-24 BurnBoss Firebox.

Parks and Landscape Manager Bill Engelman advised of the heavy cost to dispose of green waste. He mentioned the option of purchasing an Airburners Firebox would be a cost effective and environmentally responsible solution. This purchase will result in 100% green waste reduction and will advance the Town as leaders in environmental accountability. Staff's recommendation is to approve the purchase of one Airburners 2021 T-24 BurnBoss FireBox and to authorize General Manager to execute all purchase documents in the cost of \$62,312.46, including shipping and taxes.

President Bryon Gutow asked if staff is required to have any training for use of the equipment.

Parks and Landscape Manager Bill Engelman advised there is an online training available for \$800.

Director Michael Callahan inquired about any permits that may be required.

Parks and Landscape Manager Bill Engelman responded that the Environmental Protection Agency does not currently require any permits for burn boxes.

Director Michael Callahan questioned the requirement to abide to any burn restriction.

Parks and Landscape Manager Bill Engelman will research any possible burning restrictions.

President Bryon Gutow asked of the expected lifetime for this equipment.

Parks and Landscape Manager Bill Engelman advised there has not been a need to replace any in over 20 years.

Motion made by President Bryon Gutow to approve the purchase of the BurnBox Firebox and authorize General Manager to execute all purchase documents in the amount of \$62,312.46, including shipping and taxes.

Second by Director Carolyn Graham.

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

5. Discussion and Possible Action Regarding the Approval of Park and Recreation 2021 Program, Activities, and Event Fee Waivers.

Recreation Program Supervisor Monica Gallo communicated to the Board that on a case-by-case basis, the General Manager implements Event Fee Waivers. Some groups and events have a long history of working with the Town and have been accepted to waive event fees. Staff recommends acceptance of the 2021 Programs, Activities and Event Fee Waivers in the amount of \$7,887.50.

Director Ashley Porter asked how a group can request a fee waiver.

Recreation Program Supervisor Monica Gallo indicated there is an application in the Activities Guide where the public can apply for an event and mark on the application that they would like to be considered for a fee waiver.

Motion made by Director Carolyn Graham to: accept Fee Waivers approved by the General Manager for the Park and Recreation 2021 Programs, Activities, and Events.

Second by Director Michael Callahan.

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

6. Discussion and Possible Action Regarding the 2021 Parks and Recreation Public Event Calendar.

Recreation Program Supervisor Monica Gallo presented the 2021 Parks and Recreation Public Events Calendar to the Board. Once COVID-19 restrictions are lifted, staff is interested in hosting events that have a history of being offered to the Town. Staff recommends the approval of the Parks and Recreation Public Event Calendar for 2021.

Director Carolyn Graham asked if the Town was limited to only the events noted on the calendar.

Recreation Program Supervisor Monica Gallo advised other events can be discussed and added.

Motion made by President Bryon Gutow to accept the Parks and Recreation Public Event Calendar for 2021 as presented.

Second by Director Ashley Porter.

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

G. DIRECTOR'S TRAINING AND REGIONAL MEETING REPORTS

1. Report of Liberty Union High School District Regular Board Meeting – March 10, 2021- Vice President Kevin Graves.
2. Report East Contra Costa Fire Protection District Regular Board Meeting – March 10, 2021 – Vice President Kevin Graves.

Vice President Kevin Graves updated the Board with Agendas for Regional Meetings he attended on March 10, 2021. ECCFPD is confident in their consolidation with ConFire. ECCFPD will begin to make plans for hiring additional staff soon.

H. MANAGER'S REPORT

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

K. CORRESPONDENCE RECEIVED (Information Only)

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7) Commenced at 7:53 p.m.

N. CLOSED SESSION:

1. Public Employee Appointment
Title: General Manager

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1) Board and Legal Counsel Andy Pinasco returned from Closed Session at 8:12 p.m. with no reportable action.

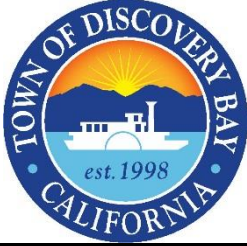
P. ADJOURNMENT

1. Adjourned at 8:12 p.m. to the next regular meeting on April 7, 2021 at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 7, 2021

Prepared By: Julie Carter, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 806,521.04

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2020/2021

AGENDA ITEM: C-2

Request for Authorization to Pay Invoices

For The Meeting On April 7, 2021

Town of Discovery Bay CSD

Fiscal Year 7/20 - 6/21

U.S. Bank	\$409,652.08
Veolia Water North America	\$150,130.05
Luhdorff & Scalmanini	\$70,131.05
Pacific Gas & Electric	\$65,876.28
J.W. Backhoe & Construction, Inc.	\$23,076.95
CaliforniaChoice Benefit Admin	\$20,032.42
McNabb Construction, Inc.	\$19,032.30
Carlson, Barbee & Gibson, Inc.	\$12,232.42
Neumiller & Beardslee	\$9,166.00
U.S. Bank Corporate Payment System	\$7,190.86
Freedom Mailing Service, Inc	\$2,995.78
Brentwood Decorative Rock, Inc.	\$2,675.40
Pacific Landscape	\$2,650.98
Univar Solutions USA Inc.	\$2,553.87
Express Employment Professionals	\$1,615.18
Town of Discovery Bay CSD	\$1,427.63
Upper Case Printing, Inc.	\$1,399.25
Mt. Diablo Resource Recovery	\$986.00
Office Depot	\$666.42
Aflac	\$652.22
Watersavers Irrigation Inc.	\$579.44
BSK Associates	\$414.25
Bill Brandt Ford	\$298.95
Bay Area News Group	\$267.30
R & B Company	\$245.02
UniFirst Corporation	\$155.67
Alhambra	\$119.66
Shred-It USA-Concord	\$74.74
Discovery Pest Control	\$68.00
Water Utility Customer	\$67.08
County Of Contra Costa, Dept of Info Tec	\$57.00
Verizon Wireless	\$25.12
ASCAP	\$5.67

\$806,521.04



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 7, 2021

Prepared By: Julie Carter, Finance Manager
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action to Approve the contract for HERWIT Engineering to prepare the 2021-2022 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2021-05.

Recommended Action

To adopt Resolution No. 2021-05 authorizing the assessment review of the Ravenswood Improvement District Landscape and Lighting Zone #9, and direct HERWIT Engineering to prepare the Engineer's Assessment Report for the Ravenswood Improvement District.

Executive Summary

As part of the annual assessment process for the Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9, the Board must approve and direct an Engineer's Assessment Report be prepared. This approval must be by Resolution.

Since its inception, the Engineer's assessment reports have been drafted and prepared by HERWIT Engineering (HERWIT). Due to their in-depth knowledge of the zone and access to historical data, staff recommends approving Resolution 2021-05, which directs HERWIT to prepare the 2021-2022 Annual Assessment Report for Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9.

HERWIT Engineering would perform this work under the current contract with the Town for an amount not to exceed \$1800.00

Staff recommends the adoption of Resolution No. 2021-05 authorizing the assessment review of the Ravenswood Improvement District Landscape and Lighting Zone #9, and direct HERWIT Engineering to prepare the Engineer's Assessment Report for the Ravenswood Improvement District.

Fiscal Impact:

Amount Requested \$1800
Sufficient Budgeted Funds Available?: YES
Prog/Fund # 9/2310 Category: Operating Expenses

Previous Relevant Board Actions for This Item

None

Attachments

Resolution 2021-05

AGENDA ITEM: G-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT, REGARDING
THE ANNUAL ASSESSMENT
OF THE RAVENSWOOD IMPROVEMENT DISTRICT
LANDSCAPE AND LIGHTING ZONE #9**

WHEREAS, the Board of Directors of the Town of Discovery Bay CSD, pursuant to a will-serve letter with the developer of that subdivision known as Ravenswood, has formed a landscaping, park, lighting and open space district, known as Ravenswood Improvement District — DB L&L Zone #9, for the purpose of providing for the operation and maintenance of landscaping, parks, streetlights and open space installed in said subdivision by developer; and

WHEREAS, the Board of Directors now desires to levy the annual assessment for Fiscal Year 2021-2022 for such district.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY DOES HEREBY RESOLVE AS FOLLOWS:

1. The Board of Directors of the Town of Discovery Bay Community Services District, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, parks, streetlights, and open space in the subdivision 8710 known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.
4. HERWIT Engineering is hereby ordered to prepare a report for annual assessment for the assessment district in accordance with Article 4, of Chapter 1, of Part 2, of Division 15 (commencing with § 22565), of the California Streets and Highways Code, and to file it with the Secretary of the Board of Directors of the Town of Discovery Bay Community Services District.
5. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 7th DAY OF April 2021.

Bryon Gutow
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at this regular meeting held on April 7, 2021, by the following vote of the Board:

AYES: NOES: ABSENT: ABSTAIN:

Michael R. Davies Board
Secretary



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

Board of Directors Meeting Agenda

Wednesday March 24, 2021

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Limited English Proficiency (LEP) information
- Anticipated action by the Board of Directors

✓ 1. **Call to Order:** Chair Shanelle Scales-Preston
a. Roll Call

✓ 2. **Pledge of Allegiance**

✓ 3. **Public Comment**

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

✓ 4. **Chair's Report:** Chair Shanelle Scales-Preston

✓ 5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report *(see attachment: tab #1)*

- Minutes of the Board of Directors meeting of February 24, 2021
- Financial Report
- Marketing and Customer Service Activities Report

Requested Action: Approve items 5a, 5b, and 5c

✓ 6. **CEO's Report:** Jeanne Krieg
a. **Operations Report** *(see attachment: tab #2)*

Board of Directors:

City of Antioch

Lamar Thorpe

Monica Wilson

City of Brentwood

Joel Bryant

Barbara Guise

City of Oakley

Sue Higgins

Anissa Williams

City of Pittsburg

Merl Craft

Shanelle Scales-Preston*

Contra Costa County

Diane Burgis

Federal Glover

Member-at-Large

Ken Gray **

* Chair: FY 2020-21

** Vice-chair: FY 2020-21

**Board of Directors Meeting Agenda
Wednesday March 24, 2021**

7. ACTION and DISCUSSION ITEMS

- Pass*
- a. **ACTION ITEM:** Construction of Oakley Park and Ride
(see attachment: tab #3)

Requested Action: Adopt Resolution #210324A authorizing the CEO to enter into a contract for the construction of the Oakley Park and Ride with Ghilotti Brothers, Inc. for \$4,388, 471, which includes a 10% contingency.

- Pass*
- b. **ACTION ITEM:** Low Carbon Transit Operations Program (LCTOP)
(see attachment: tab #4)

Requested Action: Adopt Resolution #210324B authorizing the submittal of project applications and allocation requests for the Low Carbon Transit Operations Program (LCTOP).

- Pass*
- c. **ACTION ITEM:** Approval of Filing for Federal Funds
(see attachment: tab #5)

Requested Action: Adopt Resolution #210324C authorizing the CEO or her designee to file applications for Federal funds authorized by 49 U.S.C. Chapter 53.

- Pass*
- d. **ACTION ITEM:** Pre-Development Agreement: Dynamic Personal Microtransit
(see attachment: tab #6) **Habib Shamskhov, President of Advance Mobility Group, will attend the meeting and make a presentation on this agenda item.**

Requested Action: Adopt Resolution #210324D affirming ECCTA's support for the East Contra Costa County Glydways DPMT Feasibility Study findings and authorizing the Chief Executive Officer to enter into discussions with other project partners and stakeholders to further advance development of a PDA to support the project.

8. Board of Directors Comments

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

4:52

9. Adjourn

Next Meeting: April 28, 2021 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509