



# 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

### NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday June 7, 2023, 7:00 P.M.

**TO ATTEND IN PERSON:** The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard.

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

**TO ATTEND BY ZOOM WEBINAR:** <https://us06web.zoom.us/j/85454370841>

**TO ATTEND BY PHONE:** +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 854 5437 0841

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 Regular Board of Directors DRAFT Meeting minutes from May 17, 2023.
2. Approve Register of District Invoices.

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

1. Supervisor Diane Burgis, District III Report.
2. Assembly Member Lori Wilson's Office Report.
3. Sheriff's Office Report.
4. CHP Report.
5. ~~Contra Costa Fire Report~~ (Assignment by Con Fire Pending).
6. Congressman Josh Harder's Office Report.

**E. MUNICIPAL ADVISORY COUNCIL**

**F. PRESENTATIONS**

**G. DISCUSSION AND POSSIBLE ACTION**

**H. MANAGER'S REPORT**

**I. GENERAL MANAGER'S REPORT**

**J. DIRECTOR REPORTS**

1. Standing Committee Reports.
  - a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) June 7, 2023.
  - b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) June 7, 2023.
  - c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) June 7, 2023.

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

1. Confire Meeting – May 16, 2023 (Director Carolyn Graham).
2. Liberty Union High School District Meeting – May 10, 2023 (Director Kevin Graves).
3. Contra Costa County Aviation Advisory Committee Meeting – May 11, 2023 (Director Kevin Graves).
4. Liberty Union High School District Meeting – May 24, 2023 (Director Kevin Graves).
5. Anti-Harassment Training (SB1343/AB1825)– May 31, 2023 (Director Ashley Porter).

**L. CORRESPONDENCE**

**M. LEGAL REPORT**

**N. FUTURE AGENDA ITEMS**

**O. ADJOURNMENT**

1. Adjourn to the next Regular Meeting of the Board of Directors on June 21, 2023, 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."

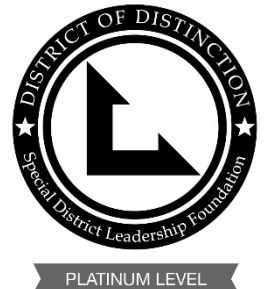
"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – 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 May 17, 2023 7:00 P.M.

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

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

1. Business meeting called to order at 7:00 p.m.
2. The Pledge of Allegiance was led by Director Gutow.
3. Roll Call was taken, and all members were present with the exception of Director Callahan.

##### 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 3, 2023.
2. Approve Register of District Invoices.
3. Approve Contract with California Special District's Association (CSDA) for Financial Services.

Director Graves made a Motion to Approve the Consent Calendar.

Director Graham seconded.

Vote: Motion carried – AYES: 4- Graham, Gutow, Graves, Porter NOES: 0, ABSTAINED: 0, ABSENT: 1 - Callahan

##### D. PRESENTATIONS

1. Veolia Presentation.

Anthony Harper, Project Manager for Veolia presented the April report.

- There were 4993 safe working days through April.
- There was a safety incident that will set the counter back to zero in May.
- Anthony stressed the importance that Veolia places on safety.
- All water wells are active.

Director Callahan arrived at the meeting at 7:15p.m.

Anthony Harper introduced Kulwinder Singh who has joined Veolia as the Assistant Project Manager. Singh has 42 years of experience.

##### E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Architecture Design Services Contract with AETypic (AET) for the New Office Building.

General Manager Dina Breitstein introduced Steve Grist, David Tritt and Andres Sandoval of AETypic.

- America's Water Infrastructure ACT (AWIA) identified a risk due to the public's access to the Willow Water Treatment Plant (WTP) and Well 6 when visiting the District's administrative office building.
- The location of the existing Board Chamber does not meet the needs of the Town.
- The current District Office building has insufficient space and lacks proper security measures to protect staff.
- Three conceptual designs were presented. Scheme A is the preferred design of the AdHoc Committee.
- AETypic also assessed a remodel/addition to the Community Center. There would be additional costs due to ADA compliance, seismic retrofit, full Title-24 compliance, and complete parking lot development.

Director Graves made a motion to approve recommended action #1 - Contract with AETypic to complete architectural and bid document plans for concept Scheme A of the new Office Building and authorize the General Manager to execute any and all contracts therein.  
President Porter seconded.

There was a request for legal counsel Andy Pinasco to clarify how to proceed with voting on the two recommended actions.  
Director Graves withdrew his motion.

Director Gutow made a motion to approve recommended action #2 - Contract with AETypic to complete one conceptual plan to expand and remodel the Community Center to incorporate the new District office building and authorize the General Manager to execute any and all contracts therein.

Director Graham seconded the motion.

Vote: Motion failed – AYES: 2 – Graham, Gutow, NOES: 3 – Graves, Callahan, Porter, ABSTAINED: 0, ABSENT: 0

Director Graves made a motion to approve recommended action #1 - Contract with AETypic to complete architectural and bid document plans for concept Scheme A of the new Office Building and authorize the General Manager to execute any and all contracts therein.  
President Porter seconded.

Vote: Motion carried – AYES: 4 – Graham, Graves, Callahan, Porter, NOES: 1 – Gutow ABSTAINED: 0, ABSENT: 0

2. Discussion and Possible Action to Award the Construction of the Well 8 Project to the Lowest Responsive Bidder in the Amount of \$555,126.

Presented by Mike Yeraka, Projects Manager.

- The Town went out to bid for construction of Well 8 and received eight bids ranging from \$555,126 to \$896,823.
- The lowest bid was from Well Industries, Inc. DBA North State Drilling.

Director Graves made a motion to accept staff recommendation to:

- a. Award the Construction of the Well 8 Project to Well Industries, Inc. DBA North State Drilling to Perform the Necessary Construction Services per the project bidding documents and the issued addendum.
- b. Authorize the General Manager to Execute the Town's Construction Contract Agreement with Well Industries, Inc. DBA North State Drilling to perform the Work contained in the Bidding Documents and any Addendum in the amount Not to Exceed \$555,126.
- c. Authorize the General Manager to execute change orders to the construction contract for up to 10% of the contract value.



Vice President Callahan seconded the motion.

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

3. Discussion and Possible Action to Approve Funding to Contract the California Conservation Corps to Expedite the Clipper Drive Revitalization Project and to Assist with Additional Landscaping and Weed Control.

Presented by Parks and Landscape Manager Bill Engelman.

- Staff is recommending hiring the Conservation Corps. to expediate the Clipper Drive Revitalization Project and expedite the weed mitigation.
- The landscape department has a staffing vacancy, and that salary could be used to help offset the cost of the Corps.

Director Graves made a motion to accept staff recommendation to:

1. Approve funds not to exceed the amount of \$100,000, to contract with the Conservation Corps to expedite the Clipper Drive Revitalization Project and authorize the General Manager to execute any, and all contracts therein.
2. Approve funds not to exceed the amount of \$60,000 to contract with the Conservation Corps to expedite the weed mitigation and authorize the General Manager to execute any and all contracts therein.

Director Graham seconded the motion.

Vote: Motion carried – AYES: 4 – Graham, Graves, Callahan, Porter, NOES: 1 - Gutow, ABSTAINED: 0, ABSENT: 0

4. LAFCO Special District Member Election. Discussion and possible action to direct and authorize the Town's Delegate to complete and return the Independent Special District Selection Committee Contra Costa LAFCO Official Ballot.

Presented by Legal Counsel, Andy Pinasco.

- There is no requirement to vote in this election.

Director Graves made a motion to authorize Vice President Callahan to cast a vote on behalf of the Board.

President Porter seconded the motion.

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

## **F. MANAGER'S REPORT**

Presented by Assistant General Manager Allan Cantando.

- On June 29, 2023 Supervisor Burgis will host a meeting at the Community Center from 6-8p.m.to address short term rentals in Town of Discovery Bay.
- The electronic signboard is having electrical issues. An electrician has been contacted and should be out in the next one-two weeks.
- New fencing at the Community Center is being installed.
- Security measures are being discussed for Plant 1.
- The pickleball courts will be repaired beginning June 12<sup>th</sup>. Courts will reopen June 14<sup>th</sup>.
- There is a pickleball tournament at the Community Center May 20<sup>th</sup>-21<sup>st</sup>.
- Community Center pool officially opens for recreational swimming on May 27<sup>th</sup>.

**G. GENERAL MANAGER'S REPORT**

None.

**L. FUTURE AGENDA ITEMS**

None.

**M. ADJOURNMENT**

1. Meeting adjourned at 8:53p.m. to the next Regular Meeting of the Board of Directors on June 7, 2023 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."

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DRAFT



# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

Meeting Date

June 7, 2023

**Prepared By:** Allan Cantando, Assistant General Manager & Lesley Marable, Accountant  
**Submitted By:** Dina Breitstein, 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** \$ 573,368.38

**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 2022/2023

AGENDA ITEM: C2

**Request for Authorization to Pay Invoices**  
**For The Meeting On June 7, 2023**  
**Town of Discovery Bay CSD**  
**Fiscal Year 7/22 - 6/23**

Veolia Water North America	\$195,389.41
Pacific Gas & Electric	\$133,847.83
J.W. Backhoe & Construction, Inc.	\$55,588.63
Luhdorff & Scalmanini	\$49,340.25
Town of Discovery Bay CSD	\$38,528.28
U.S. Bank Corporate Payment System	\$28,538.14
Vortex Industries, LLC	\$13,796.95
BSK Associates	\$5,845.00
Bay Area Air Quality Mgmt. District	\$5,533.00
Badger Meter	\$5,511.77
Precision IT Consulting	\$5,187.00
Contra Costa Health Services	\$4,290.00
Freedom Mailing Service, Inc	\$3,544.69
Backflow Distributors, Inc.	\$3,523.11
Watersavers Irrigation Inc.	\$3,344.22
Univar Solutions USA Inc.	\$3,255.22
Valencia Janitorial Plus	\$3,090.00
City Of Brentwood	\$2,685.28
Bob Harkrader & Sons Trucking, Inc.	\$2,225.58
Navarro Metal Works	\$2,000.00
Kozak Sollutions LLC	\$1,508.80
ODP Office Solutions, LLC	\$1,040.08
Belcorp AG	\$932.35
Alhambra	\$907.79
Phil's Diesel Clinic, Inc	\$741.10
National Aquatic Services, Inc.	\$700.00
Herwit Engineering	\$420.00
Core & Main LP	\$409.68
Water Utility Customer	\$394.35
Quadient Leasing USA, Inc.	\$302.26
UniFirst Corporation	\$211.05
Aaron Goldsworthy	\$155.50
Discovery Pest Control	\$143.44
Upper Case Printing, Inc.	\$118.69
Smeared Paint	\$72.00
County Of Contra Costa, Dept of Info Tec	\$61.00
Community Center Refund Customer	\$50.00
Dina Breitstein	\$34.27
Cintas	\$26.21
Janie Carter	\$26.07
Verizon Wireless	\$25.02
Daniel Elliott	\$21.00
Allan Cantando	\$3.36

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**\$573,368.38**

**CALENDAR FOR THE BOARD OF DIRECTORS**  
**CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT**  
**BOARD CHAMBERS, ADMINISTRATION BUILDING, 1025 ESCOBAR**  
**STREET**  
**MARTINEZ, CALIFORNIA 94553-1229**

**JOHN GIOIA, CHAIR**

**FEDERAL D. GLOVER, VICE CHAIR**

**CANDACE ANDERSEN**

**DIANE BURGIS**

**KEN CARLSON**

**MONICA NINO, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, [\(925\) 655-2075](tel:9256552075)**

**LEWIS BROSCARD, FIRE CHIEF**

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). Meetings of the Board are closed-captioned in real time.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing [888-278-0254](tel:8882780254) followed by the access code 843298#. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: <https://cccouny-us.zoom.us/j/87344719204>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us) or call [925-655-2000](tel:9256552000). A Spanish language interpreter is available to assist Spanish-speaking callers.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes. Your patience is appreciated.

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A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

**AGENDA**  
**May 16, 2023**

*premise  
community  
\$ road use*

*4:20*  
**1:00 P.M. Convene and call to order.**

**CONSIDER CONSENT ITEMS** (Items listed as C.1 through C.7 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

**DISCUSSION ITEMS**

*Delayed start of agenda  
Fire season  
July 4  
order  
the road*

*Didn't review summary*

**D.1 CONSIDER** accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives and a report on 2023 fire season preparedness. (Lewis T. Broschard III, Fire Chief)

**D.2 CONSIDER** accepting the 2022 Occupancy Inspection Compliance Report and **ADOPT** Resolution No. 2023/2 (Lewis T. Broschard III, Fire Chief)

*Local fire inspect around schools hotels more the 2k immediate*

**D.3 CONSIDER** Consent Items previously removed.

**D.4 PUBLIC COMMENT** (2 Minutes/Speaker)

*✓*  
**CONSENT ITEMS** *all approved*

**C.1 ADOPT** Resolution No 2023/3 honoring Battalion Chief Dan McClellan on the occasion of his retirement from the Contra Costa County Fire Protection District.

**C.2 ADOPT** Resolution No 2023/4 honoring Fire Captain Kevin Stewart on the occasion of his retirement from the Contra Costa County Fire Protection District.

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- C.3** ADOPT Resolution No 2023/5 honoring Fire Engineer Geoffrey Nelsen on the occasion of his retirement from the Contra Costa County Fire Protection District.
- C.4** ADOPT Resolution No 2023/6 honoring Fire Engineer Keith Clay on the occasion of his retirement from the Contra Costa County Fire Protection District.
- C.5** APPROVE and AUTHORIZE the Auditor-Controller, on behalf of the Contra Costa County Fire Protection District (District), to make a payment to the State of California Department of Health Care Services in an amount not to exceed \$2,741,498 for the Public Provider Ground Emergency Medical Transport Intergovernmental Transfer program for ambulance transports provided by the District during January 2023 through April 2023. (100% Ambulance Transport Fund)
- C.6** RATIFY the Fire District's grant application; and APPROVE and AUTHORIZE the Fire Chief, or designee, to accept grant funding from the U.S. Department of Homeland Security, Federal Emergency Management Agency, Assistance to Firefighters Grant Program in an amount not to exceed \$423,564 for the replacement of Knox Box lockboxes and associated costs. (95% Federal; 5% District match)
- C.7** ADOPT Position Adjustment Resolution No. 26118 to establish classification of Fire Control Worker Specialist (represented); and add six positions in the Contra Costa County Fire Protection District. (100% CCCFPD General Fund)

**GENERAL INFORMATION**

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony

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will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us).

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at [\(925\) 655-2000](tel:(925)655-2000).

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, [\(925\) 655-2000](tel:(925)655-2000) or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:  
[www.contracosta.ca.gov](http://www.contracosta.ca.gov)

### **DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

### **ADVISORY COMMISSION**

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, June 12, 2023, at 7:00 p.m. at their Administrative Office, 4005 Port Chicago Highway, Suite 250, Concord, CA 94520.

**AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.**

### **Glossary of Acronyms, Abbreviations, and other Terms**

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a complete list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit <https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms>.





Liberty Union High School District

**Wednesday, May 10, 2023**

**LUHSD Regular Board Meeting. Liberty Union High School District, located at 20 Oak Street, Brentwood, CA 94513. A link to the live video conference will be available below with the "video" icon at the start of the meeting on the day of the Board Meeting. Persons wishing to make a Public Comment have two options: Appear in-person to address the Board or submit a public comment by email to BoardComments@luhsd.net prior to 2:00 PM on the day of the meeting. Emailed public comments will be read aloud as time allows.**

**Liberty Union High School District  
20 Oak Street  
Brentwood, CA 94513**

### **1. NOTICES**

1.01 PUBLIC RECORDS NOTICE: Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 20 Oak Street, Brentwood, California during normal business hours.

1.02 AMERICANS with DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids, or services, in order to access the Board meeting room, access written documents being discussed at the Board meeting, or to otherwise participate in the public meetings of the District's governing board, please contact the office of the Superintendent at (925) 634-2166 x2025. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Please turn off any electronic paging device or cell phone.

1.03 TITLE IX: The Liberty Union High School District does not discriminate on the basis of race, color, national origin, sex, or disability.

### **2. CALL TO ORDER - 5:00 PM**

2.01 Roll Call

### **3. SPECIAL SESSIONS**

3.01 GENERAL PUBLIC COMMENT ON ANY CLOSED SESSION ITEM: An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments. An additional opportunity is provided later in the agenda for public comment on remaining agenda items or non-agenda items and comments during public hearing(s).

3.02 Public Comments

3.03 Closed Session

3.04 District Recognition - 6:30 PM

### **4. OPENING PROCEDURES - 7:00 PM**

4.01 Call to Order

4.02 Roll Call

4.03 Report Out of Closed Session

*Handwritten notes in blue ink:*  
Saves  
No comments

4.04 Pledge of Allegiance

4.05 The public is welcomed and encouraged to address the Liberty Union High School Board of Trustees. An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments.

4.06 Consider Agenda

4.07 Consider Approval of Regular Board Meeting Minutes of April 26, 2023

**5. COMMUNICATIONS**

5.01 Public Comments *wow*

5.02 Student Board Representatives

5.03 Staff Comments

5.04 Superintendent's Report

5.05 Board Comments

**6. RECOGNITIONS**

6.01 Recognition of La Paloma High School Student, Moises Pacheco-Leiva *NICE*

6.02 Recognition of Gateway Program Parent Volunteers, Jennifer and Aldwyn Munoz

**7. PRESENTATIONS**

7.01 Presentation of the Liberty Adult Education Program Overview

7.02 Presentation of Approval of Textbook for 30-Day Public Display - Through Women's Eyes: An American History with Documents, Fifth Edition

7.03 Presentation of the Actuarial Study of Retiree Health Liabilities prepared by Total Compensation Systems, Inc.

**8. CONSENT AGENDA**

8.01 Consider Approval of the Personnel Report No. 05 10 23

8.02 Consider Approval of Resolution 2023-06: Placement of Classified Employee on a 39-month Reemployment List

8.03 Consider Approval of Resolution 2023-07: Placement of Classified Employee on a 39-month Reemployment List

8.04 Consider Approval of Memorandum of Understanding Agreement between the Liberty Union High School District and St. Mary's College of California to provide student teaching opportunities to St. Mary's students

8.05 Consider Approval of Memorandum of Understanding Agreement between the Liberty Union High School District and St. Mary's College of California to provide internship opportunities to St. Mary's students

8.06 Consider Approval of Seven (7) Revised Course of Study Proposals for the 2023-2024 school year - Anatomy and Physiology; Applied Career Mathematics; Computer Programming; Intensified Algebra; Introduction to Auto; Peer Tutoring; Photography 1

8.07 Consider Approval of the Professional Services Agreement between McREL International and La Paloma High School

8.08 Consider Approval of the Professional Services Agreement between McREL International and Liberty Union High School District

8.09 Consider Approval of Out-of-State travel for Liberty High School Teacher to attend the annual Advanced Placement (AP) to serve as an AP Reader in Tampa, Florida - Paul Taylor



8.10 Consider Approval of Out-of-State travel for Freedom High School Teacher to attend the AP Annual Conference in Seattle, Washington - Karna Cruz

8.11 Consider Approval of Prime Contract Change Order #001 from Arntz Builders, Inc. for the New Classrooms Buildings Project

8.12 Consider Approval of Declaration of Surplus - District Office, Freedom High School and Heritage High School

8.13 Consider Approval of Warrants Issued in April 2023

8.14 Consider Action of 2022-23 Interdistrict Transfer Requests as recommended by the Superintendent

8.15 Consider Action of 2023-24 Interdistrict Transfer Requests as recommended by the Superintendent

## **9. ADMINISTRATIVE ACTION**

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9.01 Consider Approval of a Mural to be located at Liberty High School on the rear Cafeteria wall

2

9.02 Consider Approval of salary schedule increase for Liberty Adult Education Teachers effective July 1, 2023

9.03 Consider Approval of Reroofing Bid Classroom Wings 15-16 and 17-18 at the Community Education Center

9.04 Consider Approval of Change Order #07 from Goodland Landscape Construction, Inc. for the Baseball Infield and Softball Outfield Improvements at Liberty, Freedom and Heritage High Schools

9.05 Consider Approval of Actuarial Study of Retiree Health Liabilities prepared by Total Compensation Systems, Inc.

9.06 Consider Approval of the Contract with Facilitron and the Liberty Union High School District to provide an online facility request and rental management system commencing with the 2023-2024 fiscal year

## **10. POLICIES AND AMENDMENTS**

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10.01 Consider Approval of Revised Board Policies and Administrative Regulations: BP 4141.6/4241.6 - Concerted Action Work Stoppage; AR 4141.6 - Concerted Action Work Stoppage; BP 4218 - Classified Dismissal Suspension Disciplinary Action; AR 4218 - Classified Dismissal Suspension Disciplinary Action

10.02 First Reading of Revised Board Policies and Administrative Regulations: AR 6020 - Parent Involvement; AR 6115 - Ceremonies and Observances; AR 6142.8 - Comprehensive Health Education; BP 6143 - Courses of Study; AR 6143 - Courses of Study; BP 6146.1 - High School Graduation Requirements

## **11. DISCUSSION**

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11.01 The Board will have the opportunity to discuss topics for future agendas.

## **12. SPECIAL SESSION(S) CONTINUED**

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12.01 Closed Session

12.02 Open Session

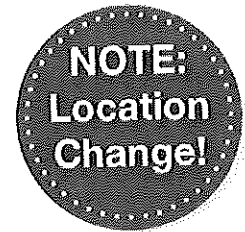
## **13. ADJOURNMENT**

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13.01 Meeting Adjourned



**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
“Airport Clubhouse”  
200 Buchanan Field Rd  
Concord, CA 94520**



**Thursday, May 11, 2023, 10:00 a.m.**

*The public may attend this meeting in person at the above location.  
The public also may attend this meeting remotely via Zoom or call-in.  
Login information and call-in information is provided below.*

*The Aviation Advisory Committee (AAC) will provide reasonable accommodations for persons with disabilities who plan to attend its scheduled meetings. Call the Director of Airports Office at (844) 359-8687 at least 24 hours in advance. Any disclosable public records related to this meeting are available for public inspection at the Director of Airports Office, 550 Sally Ride Drive, Concord, during normal business hours.*

**SIGN IN WITH THESE ZOOM INSTRUCTIONS:**

- No registration is required
- Access via Zoom is available using the following link:  
<https://us06web.zoom.us/j/95439755558?pwd=ZklkZkdNbk8wcjlCOHMxdEJodmlWZz09>
- Follow the prompts to open Zoom and enable computer video and audio.
- Meeting ID: **954 3975 5558**
- To call in from mobile or landline phone (audio only, no video), call the following number and enter the meeting ID above: **1 669 900 6833**.

Persons who wish to address the Aviation Advisory Committee during public comment on matters within the jurisdiction of the Aviation Advisory Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing “#2” on their phone.

All public comments will be limited to 2 minutes.

For assistance in advance of the meeting with remote access contact Airports staff at (925) 681-4200 or email [airport.team@airport.cccounty.us](mailto:airport.team@airport.cccounty.us).

Public comments may also be submitted before the meeting via email at [airport.team@airport.cccounty.us](mailto:airport.team@airport.cccounty.us). Comments submitted by email will be included in the record of the meeting but will not be read aloud during the meeting.

1. Roll Call
2. Public Comment Period *None*
3. Approval of the Aviation Advisory Committee's March 9, 2023, Meeting Minutes
4. Consider Consent Items
  - a. Accept relevant Board Orders (March and April 2023)
  - b. Accept the Airport Noise & Statistics Report for February and March 2023
5. Discussion/Action Items
  - a. Brown Act Updates 2023
  - b. Schedule AAC Meeting at Byron *TBD*
  - c. AAC Officer Election for Chair, Vice-Chair, and Secretary for the next Annual Term
  - d. Review and Discuss Development Projects:
    - i. Terminal Building, Buchanan Field Airport
    - ii. Buchanan Field Airport Security Project Update
    - iii. Fire Station 9 Update
  - e. X-Wing Update
  - f. Subcommittee Report on Habitat Management Land (HML) Solicitation
  - g. Update to Proposed Wind Turbines adjacent to C83
  - h. Winter Storm Update
6. Future Agenda Items
7. Adjourn

Next AAC Meeting is scheduled for July 13, at 10:00 am

Next Airport Committee Meeting: June 14, 2023, at 4:00 pm





Liberty Union High School District

**Wednesday, May 24, 2023**

**LUHSD Regular Board Meeting. Liberty Union High School District, located at 20 Oak Street, Brentwood, CA 94513. A link to the live video conference will be available below with the "video" icon at the start of the meeting on the day of the Board Meeting. Persons wishing to make a Public Comment have two options: Appear in-person to address the Board or submit a public comment by email to BoardComments@luhsd.net prior to 2:00 PM on the day of the meeting. Emailed public comments will be read aloud as time allows.**

**Liberty Union High School District  
20 Oak Street  
Brentwood, CA 94513**

## **1. NOTICES**

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1.01 PUBLIC RECORDS NOTICE: Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 20 Oak Street, Brentwood, California during normal business hours.

1.02 AMERICANS with DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids, or services, in order to access the Board meeting room, access written documents being discussed at the Board meeting, or to otherwise participate in the public meetings of the District's governing board, please contact the office of the Superintendent at (925) 634-2166 x2025. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Please turn off any electronic paging device or cell phone.

1.03 TITLE IX: The Liberty Union High School District does not discriminate on the basis of race, color, national origin, sex, or disability.

## **2. CALL TO ORDER - 5:00 PM**

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2.01 Roll Call

## **3. SPECIAL SESSIONS**

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3.01 GENERAL PUBLIC COMMENT ON ANY CLOSED SESSION ITEM: An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments. An additional opportunity is provided later in the agenda for public comment on remaining agenda items or non-agenda items and comments during public hearing(s).

3.02 Public Comments

3.03 Closed Session - Review Panel Recommendations: Student A, Student B & Student C

3.04 Open Session

3.05 Closed Session

3.06 District Recognition - 6:15 PM

## **4. OPENING PROCEDURES - 7:00 PM**

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4.01 Call to Order

*START*

4.02 Roll Call

4.03 Report Out of Closed Session

4.04 Pledge of Allegiance

4.05 The public is welcomed and encouraged to address the Liberty Union High School Board of Trustees. An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments.

4.06 Consider Agenda

4.07 Consider Approval of Regular Board Meeting Minutes of May 10, 2023

## 5. COMMUNICATIONS

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5.01 Public Comments

5.02 Student Board Representatives

5.03 Staff Comments

5.04 Superintendent's Report

5.05 Board Comments

## 6. OVERNIGHT FIELD TRIPS

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6.01 Consider Approval of Heritage High School's Cheer/Stunt Team to travel to Manteca, California

## 7. PRESENTATIONS

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7.01 Presentation of Resolution 2023-08: Regarding Developer Fees

## 8. PUBLIC HEARINGS

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8.01 Conduct Public Hearing for the Adoption of Resolution 2023-08: Board of Trustees of the Liberty Union High School District Approving the School Facility Needs Analysis, Adoption of Alternative School Facility Fees in Compliance with Government Code Sections 65995.5, 65995.6 and 65995.7

## 9. CONSENT AGENDA

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9.01 Consider Approval of the Personnel Report No. 05 24 23

9.02 Consider Approval of Extra Duty Stipends - Spring 2023

9.03 Consider Approval of Special Education Transition program in partnership with the Department of Rehabilitation offering students paid work experience through Liberty High School, Oakley Grocery Outlet, Freedom High School, Independence High School and Aim High Childcare

9.04 Consider Approval of a Short Form Service Contract with Bay Area Communication Access

9.05 Consider Approval of a Short Form Service Contract with Intellitext, LLC.

9.06 Consider Approval of a Short Form Service Contract with Embrace DBA: Embrace Mental Health

9.07 Consider Approval of an Individual Service Agreement with J&R Associates LLC, DBA: Discovery Education Specialist

9.08 Consider Approval of an Individual Service Agreement for outside Transportation Services with Pawar Transportation, LLC.

9.09 Consider Approval of an Individual Service Agreement with Positive Behavior Supports Corp.



- 9.10 Consider Approval of a Short Form Service Contract with Professional Tutors of America
- 9.11 Consider Approval of an Individual Service Agreement for outside Transportation Services with Alternative Logistics Technologies Holding, Inc. DBA: EverDriven Technologies, LLC
- 9.12 Consider Approval of a Short Form Service Contract with Lindamood-Bell Learning Processes
- 9.13 Consider Approval of an Individual Service Agreement with The Bylund Clinic
- 9.14 Consider Approval of the Service Agreement between Imagine Learning (Edgenuity) and Liberty Union High School District
- 9.15 Consider Approval of one (1) Textbook that has been on 30-day Public Display - Entrepreneurship, Third Edition 2023
- 9.16 Consider Approval of Declaration of Surplus - Liberty , Freedom and Heritage Library Books
- 9.17 Consider Approval of the Contract with the Contra Costa County Office of Education and the Liberty Union High School District
- 9.18 Consider Approval of Liberty High School's Boys Golf team to travel to Rohnert Park, California
- 9.19 Consider Approval of Liberty High School's Girls STUNT Team to travel to La Crescenta, California
- 9.20 Consider Approval of the Service Contract between 'Family Purpose' and Freedom High School
- 9.21 Consider Approval of the Service Contract between 'One Day at a Time' and Freedom High School
- 9.22 Consider Approval of Liberty Adult Education WASC (Western Association of Schools and Colleges) Mid-Cycle Report
- 9.23 Consider Action of 2023-24 Interdistrict Transfer Requests as recommended by the Superintendent

## **10. ADMINISTRATIVE ACTION**

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- 10.01 Consider Approval of the Service Agreement between Instructure (Mastery Connect) and Liberty Union High School District
- 10.02 Consider Approval of Adoption of Resolution 2023-08: Board of Trustees of the Liberty Union High School District Approving the School Facilities Needs Analysis, Adoption of Alternative School Facility Fees in Compliance with Government Code Sections 65995.5, 65995.6 and 65995.7
- 10.03 Consider Approval of the Contract from Commercial Energy for Fiscal Year 2023 - 2024 with the Liberty Union High School District

## **11. POLICIES AND AMENDMENTS**

---

- 11.01 Consider Approval of Revised Board Policies and Administrative Regulations: AR 6020 - Parent Involvement; AR 6115 - Ceremonies and Observances; AR 6142.8 - Comprehensive Health Education; BP 6143 - Courses of Study; AR 6143 - Courses of Study; BP 6146.1 - High School Graduation Requirements

## **12. DISCUSSION**

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- 12.01 The Board will have the opportunity to discuss topics for future agendas.

## **13. SPECIAL SESSION(S) CONTINUED**

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- 13.01 Closed Session
- 13.02 Open Session

## **14. ADJOURNMENT**

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- 14.01 Meeting Adjourned



# CERTIFICATE OF COMPLETION

Anti-Harassment Training for Supervisors and Managers - California (SB1343/AB1825)

**Ashley Porter**

has completed the online training and passed the examination for the 2-hour California Anti-Harassment Training for Supervisors and Managers training course (SB1343/AB1825). [Record ID #355581439] Town of Discovery Bay Community Services District



Victoria Zambrano, SVP of Content & Communications

Vector Solutions  
Two Urban Centre  
4890 West Kennedy Boulevard  
Suite 300, Tampa, FL 33609  
866.546.1212

**May 31, 2023**

Date of Completion



As an IACET Accredited Provider,  
Vector Solutions offers CEUs for its  
programs that qualify under the  
ANSI/IACET Standard

