



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



PLATINUM LEVEL

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

**MINUTES OF THE REGULAR MEETING
 OF THE STANDING INTERNAL OPERATIONS COMMITTEE
 OF THE TOWN OF DISCOVERY BAY
 Wednesday, December 7, 2022
 3:30 P.M. – 4:30 P.M.**

NOTICE
Coronavirus COVID-19

Internal Operations Committee Members
Chair Michael Callahan
Vice-Chair Carolyn Graham

A. ROLL CALL

1. Meeting called to order 3:30 p.m.
2. 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. DRAFT MINUTES TO BE APPROVED

1. Approve DRAFT minutes of October 5, 2022, Internal Operations Committee Meeting.

Vice-Chair Graham made a Motion to Approve the October 5, 2022, Draft Minutes.
 Chair Callahan second.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

None.

E. DISCUSSION ITEMS

1. Discuss ADA Accessibility Statement.

Presented by General Manager, Dina Breistein.

- Staff would like to post an ADA Accessibility Statement on the Town website for those who are hearing, speech, or visually impaired.
- Staff will work with legal counsel on a final draft of the ADA Accessibility Statement.

Committee agrees to have Staff move forward with the ADA Accessibility Statement.

F. FUTURE DISCUSSION/AGENDA ITEMS

None.

G. ADJOURNMENT

1. Adjourned at 3:35p.m. to the next Standing Internal Operations Committee meeting on February 1, 2023, 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."