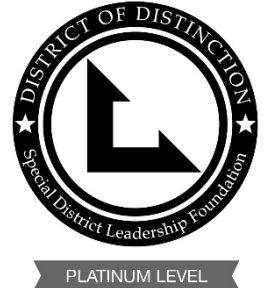




TOWN OF DISCOVERY BAY

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 SPECIAL ANNUAL BOARD PLANNING MEETING
OF THE TOWN OF DISCOVERY BAY
THURSDAY, MARCH 4, 2021
SPECIAL BOARD PLANNING MEETING – 4:00 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 Committee Chambers will be closed to the public.

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

TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (866) 848-2216
CONFERENCE ID **5193676302#**

Download Agenda Packet and Materials at www.todb.ca.gov/

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 4:00 p.m. – By President Bryon Gutow.
2. Roll Call – All present with the exception of Finance Manager Julie Carter. Director Ashley Porter participating via teleconference.

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

None.

C. PRESENTATION, DISCUSSION, AND ACTION ITEMS

1. Review of Mission, Vision, Values and Goals.
General Manager Mike Davies verified Board Member's term dates for accuracy. The District's mission, vision, goals and values were reviewed.
Director Carolyn Graham suggested reviewing the District's Mission, Vision, Goals and Values and adding wording for inclusion and diversity.
2. Looking Back 2020 Year Review.
Updates were provided for projects in each quarter of 2020.
Director Carolyn Graham asked for clarification on SB998.
 - a. Primary Issues
 - b. AccomplishmentsGeneral Manager Mike Davies provided a presentation to the Board to highlight issues and accomplishments for the year 2020.
The town has a Platinum District of Distinction. There are only 12 Districts in the state that hold that title. The presentation displayed the Resolutions passed each quarter, awards and recognitions.
General Manager Mike Davies commented on the employees hired by the District in 2020. He gave a brief update on how they have been doing and their accomplishments. He addressed past and future retirees. He recapped that there were technology updates at the District.
Vice President Kevin Graves asked about anomalies with the UV system.

Water and Wastewater Manager Aaron Goldsworthy advised there have not been any violations.

General Manager Mike Davies spoke about Director Ashley Porter, Director Michael Callahan and Director Carolyn Graham joining the Board in the fourth quarter.

General Manager Mike Davies emphasized that 2020 had an aggressive list of accomplishments in Town of Discovery Bay history and it was all done while in a historic pandemic. He thanked the staff and the Board for their hard work during a difficult time.

President Bryon Gutow asked about the storm drain project at Well 4A.

Water and Wastewater Manager Aaron Goldsworthy advised that this project is currently being worked on.

There was discussion about current projects such as zone study to help determine budgets for each zone.

Looking Forward 2021

c. Key Issues and Projects

There was discussion about current projects such as zone study to help determine budgets for each zone.

Director Carolyn Graham asked if there is help in funding the Denitrification Project.

General Manager Mike Davies advised funds can come from bonds, funding for government financing or loans. Once the bids for the Denitrification Project are received, further discussion about funding will be addressed.

General Manager Mike Davies spoke about contracting a firm to assist in filtering candidates to replace General Manager Mike Davies.

d. Key Planning Efforts

President Bryon Gutow asked about landscaping efforts on Discovery Bay Blvd.

General Manager Mike Davies spoke about the retirement of Administrative Assistant Carol McCool in June. There will be a few modifications to the job description.

General Manager Mike Davies touched on projects for Water and Wastewater, Parks and Landscape and Financing that are planned for 2022.

D. ADJOURNMENT

Adjourned at 4:48 p.m. to the next Regular meeting on March 17, 2021 beginning at 7:00 p.m. at the Community Center.

"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."

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