



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Bill Mayer • Director Ashley Porter

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, October 7, 2020
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. Oath of Office for Appointed Board Member.
4. 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 DRAFT minutes of September 16, 2020 Regular Board of Director's meeting.
2. Approve DRAFT minutes of September 23, 2020 Special Board of Director's meeting.
3. Approve DRAFT minutes of October 1, 2020 Special Board of Director's meeting.
4. Approve Register of District Invoices.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Mike Sheafer, Special District Risk Management Authority, Presentation of 2020 Earl F. Sayre Excellence in Safety Award for the Property/Liability Program – Large Member Category

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

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Establish an Updated and Restated Employee Personnel Manual and Approve Resolution No. 2020-21.

H. MANAGER'S REPORT

1. Landscape Update.

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

1. Standing Committee Reports.
 - a. Finance Committee Meeting (Committee Member Bill Mayer and Ashley Porter) October 7, 2020.
 - b. Internal Communications Committee Meeting (Committee Member Kevin Graves and Ashley Porter) October 7, 2020.
 - c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer) October 7, 2020.
2. Other Reportable Items.

K. CORRESPONDENCE RECEIVED (Information Only)

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

1. Adjourn to the next regular meeting of October 21, 2020 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."