



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Monday March 13, 2017
STANDING FINANCE COMMITTEE REGULAR MEETING 10:00 A.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Finance Standing Committee Board Members

*Chair Bill Mayer
Vice-Chair Robert Leete*

A. ROLL CALL

1. Call business meeting to order 10:00 a.m. – By General Manager Davies
2. Roll Call – All Present

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

None

C. APPROVED MINUTES

None

D. DISCUSSION ITEMS

1. Establish Bylaws for the Finance Standing Committee
 - Bylaws established
2. Discuss Committee Calendar and set Finance Standing Committee meeting dates
 - Finance Standing Committee meeting scheduled quarterly, as needed on a Monday beginning at 10:00 a.m.
3. Establish Finance Standing Committee Chair and Vice-Chair
 - Finance Standing Committee Chair and Vice-Chair established – Bill Mayer Chair, Robert Leete Vice-Chair.
4. Discuss the upcoming budget calendar for the Fiscal Year 17-18, 18-19 budget adoption
There was discussion regarding the budget calendar (all meetings will be on a Wednesday)
 - April 26th – Committee meeting at 3:30 p.m.
 - May 10th – If there are any changes from the April 26th meeting at 3:30 p.m.
 - May 17th – Roll out Budget to the Board for review
 - May 24th – Budget Workshop – with all staff for review
 - June 7th – Budget presentation to the Board
 - June 21st – Budget adoption (Public Hearing)
5. Discuss Water Meter Completion Project
There was discussion regarding the Water Meter Project –
 - Phase I on the project - 1s and 2s are complete and will be going back to the 3s, which are more complex installations.

There was a request for several of the addresses of the complex installations. The discussion continued regarding the Water Meter “opt out” program and the additional expense; which would be a separate line item on the billing statement. The discussion continued regarding the completion date for the Water Meter Project and staff is working on the timeline in order to accurately charge on property tax bills.

There was discussion regarding the Denitrification Project and that was discussed at the CIP meeting with staff; the item will be brought to the Board within the Budget Presentation.

The discussion continued regarding the Master Plan and the need to review. The Master Plan is budgeted for Wastewater, Water, and considering for Parks and Recreation; possibly have an RFP for the Master Plan.

There was a request for Budget vs. Actual report at the next committee meeting or a board meeting.

Tentative date for the next Finance Committee meeting is scheduled for Monday, June 12, 2017 at 10:00 a.m.

E. FUTURE DISCUSSION/AGENDA ITEMS

None

F. ADJOURNMENT

1. The meeting adjourned at 10:33 a.m. to the next Standing Finance Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-22-17

<http://www.todb.ca.gov/agendas-minutes>