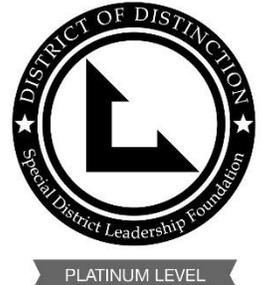




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

**NOTICE CALL, AND AGENDA
OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
TUESDAY JULY 12, 2022, 6:00 P.M.**

NOTICE
Coronavirus COVID-19

In response to the current proclaimed State of Emergency, indoor masking requirements, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors will take all actions necessary to carry out the intent and purpose of AB 361, including, ensuring that the Directors and meeting attendees may continue to have the option to access and participate in this public meeting by teleconference to avoid imminent risks to the health or safety of the Directors and meeting attendees.

To accommodate the public during this period of time, 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 or in person.

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

TO ATTEND BY WEBINAR:

Please register for the Special Meeting by: *(Copy and paste into your browser the registration URL. You will then be directed to download the webinar to your device and register with LogMeIn, Inc.)*

Registration URL: <https://attendee.gotowebinar.com/register/2762245212709273872>
Webinar ID# 840-416-971

After registering, you will receive a confirmation email containing information about joining the webinar by computer or by phone.

For listen only mode dial: +1 (415) 930-5321 ID# 911-787-244

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

SPECIAL MEETING 6:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 6:00 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. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding Approval of Resolution No. 2022-27 Related to the November 8, 2022 Election for the Board of Directors.

D. ADJOURNMENT

1. Adjourn to the next Regular Meeting of the Board of Directors on July 20, 2022, 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"

STAFF REPORT

Meeting Date

July 12, 2022

Prepared By: Dina Breitstein, General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action Regarding Approval of Resolution No. 2022-27 Related to the November 8, 2022 Election for the Board of Directors.

Recommended Action

Approve draft Resolution No. 2022-27 ordering the Board of Directors elections on November 8, 2022 and direct the General Manager to provide these documents to the Contra Costa County Clerk/Recorder-Elections Department by July 13, 2022.

Executive Summary:

The Town of Discovery Bay Community Services District Board is comprised of five elected seats, three of which expire on December 1, 2022. Board President Kevin Graves and Directors Bryon Gutow and Ashley Porter occupy four-year terms that expire this year. The election for these seats will be held on November 8, 2022.

The District is required to adopt a resolution that orders the election and specifies that the election be consolidated and whether the candidates or the district will pay for the candidate statements.

As in previous District elections, the draft resolution specifies that candidates will pay for their statements. A 250-word limit is identified along with an estimated statement cost of \$353.76. Word limits may be higher if approved by the District and included in the Resolution. Word limits over 250 may have double the cost. The 250-word limit is the standard provided by the County Office of Elections. The Board may decide to have the District pay for the candidate statement.

The Resolution as approved will be forwarded to the County Elections Department by July 13, 2022.

Attachments

Resolution No. 2022-27

AGENDA ITEM: C1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2022-27

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
ORDERING SPECIFICATIONS OF THE ELECTION ORDER**

WHEREAS, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

WHEREAS, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for the actual costs incurred by the county elections official in conducting the election for that district; and

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; may estimate the cost; and determine whether the costs be paid in advance; and

WHEREAS, Elections Code Section 12112 requires the election official of the principal county to publish a notice of the election once in a newspaper of general circulation in the District.

NOW, THEREFORE, IT IS RESOLVED AND ORDERED that an election be held within the territory included in this district on the 8th day of November, 2022, for the purpose of electing members to the Board of Directors of said District in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on Tuesday, **the 8th day of November 2022**. The purpose of the election is to choose members of the Board of Directors for the following seats:

<u>Town of Discovery Bay</u>	<u>Term of Office</u>
Board of Director	12/2/2022 to 12/4/2026
Board of Director	12/2/2022 to 12/4/2026
Board of Director	12/2/2022 to 12/4/2026

2. The District has determined that the Candidate will pay for the Candidate's Statement. As a

condition of having the Candidate's Statement published, the candidate shall pay the costs at the time of filing. The District hereby estimates the cost for a candidate statement as the following: \$353.76.

3. The District directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. This Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the district, pursuant to Elections Code 10400.
5. The district will reimburse the county for the actual cost incurred by the county elections official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.
6. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held, and to the Board of Supervisors.
7. THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Director _____

Seconded by Director _____ at a Special Board Meeting on this day of July 12, 2022, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

DATED: _____

DISTRICT SECRETARY
Town of Discovery Bay CSD