



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**NOTICE OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday July 7, 2021  
REGULAR MEETING 7:00 P.M.**

**NOTICE  
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-08-21, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board will hold public meetings via teleconferencing as Board Chambers remain closed to the public.

To accommodate the public during this period of time that the District Board's meetings will be held via teleconferencing, 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. 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 June 16, 2021, Regular Board of Directors DRAFT Meeting minutes.
2. Approve Register of District Invoices.
3. Approval of Board Member attendance at the Conference of the California Special District Association (CSDA) Annual Conference – Monterey- August 30 to September 2, 2021.
4. Approve Contracting with Croce, Sanguinetti & Vander Veen to Perform the Town of Discovery Bay's Independent Audit for Fiscal Year 2020-21.
5. Authorize General Manager to execute the contract for Janitorial Services for the Town of Discovery Bay.

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

1. Assembly Member Jim Frazier, District 11.

2. Supervisor Diane Burgis, District III Report.
3. Sheriff's Office Report.
4. CHP Report.
5. East Contra Costa Fire Protection District Report.

**E. PRESENTATIONS**

1. Distribution of Annual Water Quality Report/Consumer Confidence Report for 2020.

**F. BUSINESS AND ACTION ITEMS**

1. Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2021-2022; continue collection of assessments on County Tax Roll and Adoption of Resolution No. 2021-12.
2. Discussion and Possible Action Regarding the Facility and Parks Rental Fee Schedule Revisions.

**G. MANAGER'S REPORT**

**H. GENERAL MANAGER'S REPORT**

**I. DIRECTOR REPORTS**

1. Standing Committee Reports.
  - a. Communications Committee Meeting (Committee Members Carolyn Graham and Michael Callahan) July 7, 2021.
  - b. Parks and Recreation Committee Meeting (Committee Members Bryon Gutow and Ashley Porter) July 7, 2021.
  - c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter) July 7, 2021.
2. Other Reportable Items.

**J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

1. Report LUHSD Regular Board Meeting – June 9, 2021 – Vice President Kevin Graves.
2. Report ECCFPD Regular Board Meeting – June 9, 2021 – Vice President Kevin Graves.

**K. CORRESPONDENCE RECEIVED**

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

1. Adjourn to the regular meeting on July 21, 2021, 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."