



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday, February 19, 2025 7:00 P.M.

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order 7:00 p.m.
2. Director Belcher led the Pledge of Allegiance.
3. Roll Call was taken, and all members were present.

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

- Richard Palmer – Richard mentioned the landscaping on Discovery Point island. He wants the public to have input on the decision-making process.
- Steve – Steve had concerns about the proposed apartment building.
- Kirk Lawrence – Kirk stated that no EIR was required for the apartment building. He posted a synopsis of the last Board of Directors meeting on Nextdoor.

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 Regular Board of Directors DRAFT Meeting minutes from February 5, 2025.
2. Monthly Disbursement Report – January 2025.
3. Accept \$6,000 Donation from Veolia North America to the Community Center.

Vice President Gutow made a motion to approve the Consent Calendar.
Director Graves seconded.
Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0.

D. PRESENTATIONS

1. Veolia.

Presented by Veolia Project Manager Anthony Harper.

- 571 safe working days.
- All wells are active.
- Hydrant flushing is in progress.
- Valve exercising is in progress.
- There were no water quality complaints in January.
- All Lift Stations are active.
- Presentation included a slide with the SL Rat (Sewer Line Rapid Assessment Tool) mapping of collection system.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Establish an Ad-Hoc Building Construction Oversight Committee to Extend Through the Duration of the New District Office Building Project.

Presented by General Manager Dina Breitstein.

- The Town of Discovery Bay is constructing a new Administration Office Building.
- A team is necessary to effectively manage the project to ensure its successful completion.
- The three components necessary are a design and construction team, construction manager, and an oversight committee.
- The Oversight Committee will be responsible for reviewing and recommending any future building needs to the Board of Directors.

Public comment:

- Brian Elliott – Brian had questions about the building project. Legal counsel informed speaker about the rules of the Brown Act. He was instructed to look on the website for information from prior meetings.
- Kirk Lawrence – Kirk recommended having residents on the Ad Hoc committee.

Director Belcher stated she would like to be considered for the Ad Hoc committee.

Director Porter gave background on the history of the Administrative Office Building.

Director Graves stated this meeting will only be held as needed if at all.

Director Graves made a motion to accept staff recommendation to establish the ad-hoc Building Construction Oversight Committee through the duration of the new District Office Building Project; and establish Director Kevin Graves and Director Ashley Porter to sit on the ad-hoc Construction Management Oversight Committee for the duration of the new District Office Building Project.

Director Porter seconded.

Vote: Motion carried – AYES: 4- Graham, Gutow, Graves, Porter, NOES: 1 - Belcher, ABSTAINED: 0, ABSENT: 0.

2. Discussion and Possible Action to Approve Resolution Number 2025-02 Contra Costa County Local Hazard Mitigation Plan.

Presented by General Manager Dina Breitstein.

- The Contra Costa County Office of Emergency Services (OES) leads the update of the Local Hazard Mitigation Plan (LHMP).
- This plan serves as a guide for the county to become more resilient to the impacts of natural, human-caused, and technological hazards.
- Since January 2023, The Town of Discovery Bay Staff have been collaborating with the Contra Costa County Hazard Mitigation Planning Team to aid in the development of the County-Wide Local Hazard Mitigation Planning process.
- Local governments, including special districts, seeking plan approval are responsible for participating in the planning process and meeting all requirements.

Public comment:

- Kirk Lawrence – Kirk commented on the cost of the plan and asked about the benefit.

Vice-President Gutow and President Graham asked General Manager Breitstein to comment on the plan.

General Manager Breitstein stated it took many hours over the last two years to complete. She stated the Town needed to complete their portion in order to qualify for FEMA funding. Each one of the 39 towns, cities and special districts in Contra Costa County must submit for any of them to get any FEMA funding.

Director Graves made a motion to Approve Resolution Number 2025-02 Contra Costa County Local Hazard Mitigation Plan.

Director Belcher seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0.

F. MANAGER'S REPORT

None.

G. GENERAL MANAGER'S REPORT

None.

H. DIRECTOR REPORTS

None.

I. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Aviation Advisory Committee – January 9, 2025 (Director Kevin Graves).
2. CCSDA – January 27, 2025 (Director Carolyn Graham).

J. CORRESPONDENCE

None.

K. LEGAL REPORT

Legal Counsel is working with staff to prepare for the Board Workshop.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

1. Adjourned at 7:45p.m. to the next Regular Meeting of the Board of Directors on March 5, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.