



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

**MINUTES OF THE REGULAR MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, April 3, 2024 4:30 P.M.**

Finance Committee Members

Chair Carolyn Graham
Vice-Chair Ashley Porter

A. ROLL CALL

1. Called business meeting to order 4:30 p.m.
2. Roll Call was taken, and all members were present.

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

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Special Finance DRAFT Meeting Minutes of February 21, 2023.

Vice-Chair Porter made a Motion to Approve the February 21, 2024 Special Draft Meeting Minutes.

Chair Graham seconded.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

1. Town Overlay Assessment/Town HOA.

Assistant General Manager Allan Cantando introduced Tim Seufert with NBS.

- NBS presented an overview of potential assessment districts.
- NBS helps various districts throughout California bring in revenues for projects.
- Revenue tools include Community Facilities District (CFD), “Special” Parcel Tax, Special/Benefit Assessment Districts, and property-related fees.

Committee decided to table this item for now.

2. Fiscal Year 2024 Financial Results Through February 2024.

Presented by Finance Manager Margaret Moggia.

- Water: Revenues are below budget. This is partially attributed to the SEC Collections not yet being received.
- Water: Expenses are below budgeted amount. Facility maintenance costs were lower than anticipated.

- Wastewater: Revenues are below budget. This is partially attributed to the SEC Collections not yet being received.
- Wastewater: Expenses are below budgeted amount.
- Zone 8: Community Center class fees are higher than budgeted amount.
- Landscape: Expenses came in below budgeted amount.
- Zone 9: Expenses are lower than budgeted amount.
- Ongoing Water Projects: Marina, Newport and Willow Filter Repair, Well 8.
- Ongoing Wastewater Projects: Diffuser, Denitrification.
- Ongoing Landscape Projects: Cornell Park, Clipper Drive.
- 2024 Finance Activities include Budget Workshop, Zone 9 Assessment, Water and Wastewater Rate Study, and updating of Financial Policies.

E. UPDATES

None.

F. DISCUSSION

None.

G. FUTURE DISCUSSION/AGENDA ITEMS

None.

H. ADJOURNMENT

1. Adjourned at 5:18p.m. to the next Standing Finance Committee meeting on June 5, 2024, at the Community Center located at 1601 Discovery Bay Boulevard.