



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday April 5, 2023, 7:00 P.M.

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

REMOTE TELECONFERENCE LOCATION:
174 Bundel Ave.
Fort Leavenworth, KS 66027

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

TO ATTEND BY ZOOM WEBINAR: <https://us06web.zoom.us/j/85454370841>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 854 5437 0841

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 Regular Board of Directors DRAFT Meeting minutes from March 15, 2023.
2. Approve Special Board Planning DRAFT Meeting Minutes from March 16, 2023.
3. Approve Register of District Invoices.
4. Direct Herwit Engineering to prepare the 2023-2024 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2023-11.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.

2. Assembly Member Lori Wilson's Office Report.
3. Sheriff's Office Report.
4. CHP Report.
5. ~~Contra Costa Fire Report~~ (Assignment by Con Fire Pending).
6. Congressman Josh Harder's Office Report.

E. MUNICIPAL ADVISORY COUNCIL

F. PRESENTATIONS

1. California Class, a local government investment pool.

G. UPDATES

1. Recreation Update.

H. DISCUSSION AND POSSIBLE ACTION

I. MANAGER'S REPORT

1. Update on the implementation of Slick Text, the District's text messaging service.

J. GENERAL MANAGER'S REPORT

1. All God's Children Christian School Construction Project through May 2023.
2. Manager Training April 24-26, 2023.
3. Coffee with the GM May 2023.

K. DIRECTOR REPORTS

1. Standing Committee Reports.
 - a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) April 5, 2023.
 - b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) April 5, 2023.
 - c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) April 5, 2023.
2. Ad-Hoc Committee Reports.
 - a. Building Committee (Committee Members Kevin Graves and Bryon Gutow) March 31, 2023.
 - b. Municipal Advisory Committee "MAC" (Committee Members Ashley Porter and Kevin Graves).

L. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Contra Costa County Aviation Advisory Committee meeting – March 8, 2023 (Director Kevin Graves).
2. Confire Meeting – March 21, 2023 (Director Carolyn Graham).

M. CORRESPONDENCE

N. LEGAL REPORT

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

1. Adjourn to the next Regular Meeting of the Board of Directors on April 19, 2023, 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.”

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A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 15, 2023, 7:00 P.M.**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order at 7:01 p.m.
2. Director Gutow led 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)

There were two public speakers.

- First Speaker requested that the light on top of the pole in the community center parking lot be dimmed as to not affect traffic.
- Second speaker had questions about the proposed high-density housing. President Porter informed him that updates will be given during the MAC updates at the first meeting of each month.

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 March 1, 2023.
2. Approve Register of District Invoices.

Director Graves made a Motion to Approve the Consent Calendar.
Vice President Callahan seconded.

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

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

E. MUNICIPAL ADVISORY COUNCIL

F. PRESENTATIONS

1. SMS Community Alerts

Presented by Assistant General Manager, Allan Cantando.

- This system will allow alerts to be sent out to the citizens in the community who decide to “opt-in” to the service.
- Alert System will be rolling out March 15, 2023.
- The Town will be divided into five zones.
- Residents can select to receive notifications from more than one zone.

Public Comment:

- Speaker suggested adding an additional zone for CHP notifications.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Fiscal Year 2021-2022 Audited Financial Statements.

Presented by Finance Manager, Julie Carter.

- Financial Transactions Reports were transmitted to the state prior to the January 31, 2023, deadline.

Pauline Sanguinetti of Croce, Sanguinetti, and Vander Veen presented audited financial statements.

- The Town is current with all reporting and filings.
- Total Investment in Capital Assets was \$16,430,022.
- Total assets were \$93,190,637.
- Total net position was \$52,029,632.

Director Graves made a Motion to Approve Fiscal Year 2021-2022 Audited Financial Statements.
Director Graham seconded.

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

2. Discussion and Possible Action to Approve the 2023 Parks and Recreation Public Event Calendar.

Presented by Parks and Recreation Supervisor, Monica Gallo.

- There are approximately ten reoccurring events each year.

Vice President Callahan made a Motion to Approve the 2023 Parks and Recreation Public Event Calendar.

Director Graham seconded.

Director Gutow recused himself because he is a member of the Lions Club.

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

3. Discussion and Possible Action to Approve the Park and Recreation 2023 Program, Activities, and Event Fee Waivers.

- General Manager has the discretion to waive fees. Proposed fees to be waived total \$2895.00.
- There was Board discussion regarding the Lions Club historically donating a portion of the proceeds.

Director Graves made a Motion to Approve the Park and Recreation 2023 Program, Activities, and Event Fee Waivers.

Vice President Callahan seconded.

Director Gutow recused himself because he is a member of the Lions Club.

Vote: Motion carried – AYES: 3-Porter, Callahan, Graves NOES: 1-Graham, ABSTAINED: 1-Gutow, ABSENT: 0

H. MANAGER'S REPORT

1. Landscape Update.

Presented by Parks and Landscape Manager, Bill Engelman.

- Clipper Drive: Rain has slowed progress.
- Prop 68: RFP set to go out for Cornell Basketball Court.

- Ravenswood: Concrete fence near Slifer Park will be finished in next week.
- Bill Engelman will meet with County regarding projects in Special Zones.
- Staff is working with an electrician to address the lighting at the front entrance.
- Missing street signs are being replaced.

I. GENERAL MANAGER’S REPORT

Presented by General Manager, Dina Breitstein.

- Flooding was observed at both Plant 2 and the Community Center due to recent rains.
- There was no substantial damage to report at either site due to the weather.

J. DIRECTOR REPORTS

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Director Carolyn Graham – Training Reports.
 - a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on February 28, 2023.
 - b. Completion of state mandated “Local Agency Ethics” (AB1234) on February 27, 2023.

L. CORRESPONDENCE

1. Summary of Adopted Amendment to Ordinance NO. 7 – Contra Costa Times.
2. LAFCO Special District Election Committee.

M. LEGAL REPORT

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT

1. Meeting adjourned at 8:00p.m. to the next Regular Meeting of the Board of Directors on April 5, 2023, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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MINUTES OF THE SPECIAL ANNUAL BOARD PLANNING MEETING OF THE TOWN OF DISCOVERY BAY THURSDAY, MARCH 16, 2023 SPECIAL BOARD PLANNING MEETING - 4:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Business meeting called to order at 4:00 p.m.
2. Roll Call was taken, and all members were present except for President Porter who will be arriving late.

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

C. PRESENTATION, DISCUSSION, AND ACTION ITEMS

Presented by General Manager, Dina Breitstein.

1. Review of Mission, Vision, Values and Goals

- The Board made no revisions or additions.

2. Looking Back 2022 Year Review

Q1 Accomplishments – Parks and Landscaping

- Passed final inspection for Pool Construction.
- Large Dog Park repairs.
- Passed final Inspection for pool equipment TUFF shed.
- Installed synthetic turf at pool area.
- New Door installation.
- Recreation Activity Guide.
- American Red Cross Blood Drive.

Q1 Accomplishments – Administration

- Migrated Website from Digital Deployment to Streamline.
- Capacity and Connection Project – Kickoff.

Q1 Accomplishments – Water

- Capacity and Connection Fee Study.
- Traffic Control Plan for Waterline Replacement Project – DB Blvd.

Q1 Accomplishments – Wastewater

- Capacity and Connection Fee Study.
- Denitrification.
- Digest Pond Repair.
- Cattail Removal Plan & Future Mitigation.
- Dredge Replacement.

Q1 Accomplishments – Finance

- Completed Connection and Capacity Rate Study – Feb 2022
- Annual Financial Audit and Financials accepted – March 2022

Q2 Accomplishments – Parks and Landscaping

- Resurface Tennis Court #4, 5, 6.
- Golf Cart Parking.
- Outdoor security cameras at pool area.
- Hire Community Center Part-time staff.
- Recreation Activity Guide.
- Pool Opening after being closed for 3 years.
- Resurface Tennis Courts #1, 2, 3.
- Movies in the Park.
- American Red Cross Blood Drive.

Q2 Accomplishments – Administration

- New Office Building Kick Off Meetings.
- Emergency Texting Project Research Project.

Q2 Accomplishments – Water

- DB Blvd & Edgeview Pipeline Replacement Project. General Manager Dina Breitstein stated what a great job W.R. Forde did with the project.
- Newport Filter Modification.
- Water Quality Level Reporting by Well.

Q2 Accomplishments – Wastewater

- Defining the Needed Materials for Diffuser Repair Project.
- Ox Ditch Temporary Rotor & Rotor Replacement.

Q2 Accomplishments – Finance

- Town Treasury-Funds were transferred in April 2022, staff have been paying all District's expenses directly. This switch resulted in both cost and time savings for the Town.
- New Bonds issued in May 2022 for the following projects:
 - Denitrification Project – \$13M
 - Well 8 - \$5M

Q3 Accomplishments – Parks and Landscaping

- Submit Prop 68 Per Capita Grant – Cornell Park.
- Flick N' Float – First time doing a social media live feed.
- Movies in the Park.
- Aquatics Programming Continues.

Q3 Accomplishments – Administration

- Establish Ad-hoc Committee for New District Office Building.

President Ashley Porter arrived at 4:09p.m.

Q3 Accomplishments – Water

- Well 8 CEQA.
- LSCE Water CIP Development & Funding Assistance.
- Water CIP Financial Planning & Project Implementation.
- LSCE Grant Funding Assistance – Director Graves questioned the status and timeline of the grants.
- LSCE Engineering Services for Willow Water Treatment Plant Filter #1 Project and Filter Pre-purchase.
- Back up Water Supply Discussion and Future Planning.

Q3 Accomplishments – Wastewater

- BSK Geotechnical Services for Denitrification and Master Plan Upgrades.
- Pump Station W Repair Project Planning.
- Vac Truck – GM Breitstein stated how useful this will be for Town projects in the future.
- Clipper Drive/Newport Bridge Pipe Replacement Project Planning.

Q3 Accomplishments – Finance

- Bond Refunding (refinancing).
- Refunded 2012 Bonds on 9/1/2022, (call date was 12/1/2022).
- \$11.68M at 3.54%.
- \$1 million in savings to Town over next 20 years.

Q4 Accomplishments – Parks and Landscaping

- Recreation Activity Guide.
- Start Clipper Revitalization Project.
- Zumba in the Park.
- Aquatics Programming Continues.
- Electrical Panel Replaced at Community Center Tennis Fence.
- New fencing in front of Community Center.

Q4 Accomplishments – Water

- Edgeview Pipeline Replacement Project – Completed
- Discovery Bay Blvd Pipeline Replacement Project – Completed

Q4 Accomplishments – Wastewater

- Clipper Drive/Newport Bridge Pipeline Replacement – This was done with Veolia and W.R. Forde. GM Breitstein and Water and Wastewater Manager Aaron Goldsworthy were both pleased with the outcome of this project.

Q4 Accomplishments – Finance

- California Class - District Fund Investments.
- Moving District Funds from BAC to Five Star Bank – Staff is pleased with the move.
- Investment Policy.
- Information Regarding Hofmann Fund Balance.
- EOY Financials Presentation June 2022, July-August 2022.

There were three staffing changes in 2022.

- Kelly Rajala was promoted to Board Clerk.
- Allan Cantando joined the Administration team as Assistant General Manager.
- Shane Denny joined the Water/Wastewater team as Water Tech I.

There are three staffing changes so far in 2023.

- Lori Cozart joined the Administration and Finance Team as Office Assistant.
- Lesley Marable assumed Accounting Project Analyst position responsibilities.
- Facilities Maintenance Technician Position – Status: Requested
 - The new position will be for maintenance of buildings.

2022 - Awards and Recognition

- Director Graves – Thank you for your Service Recognition as 2022 Board President.

3. Looking Forward 2023

2023 – Parks and Landscaping Projects

- Preparing to hire summer staff at community center.
- Pool opening & Extending Aquatics Programming.
- Prop 68 Per Capita Grant at Cornell Park Projects – Request for Bids on April 5, 2023.
- Continue Clipper Revitalization.
- Ravenswood Fence Repairs.
- Slifer Park Basketball Courts Resurfacing.
- New Regatta Neighborhood Sign.
- New Regatta Park Playground Structure.

- Movies in the Park.
- Flick N Float.
- Indoor Programming Continues.
- Wallball - Boy Scouts of America will be completing this as an Eagle Scout project.

2023 – Water and Wastewater Projects

- Complete Denitrification Project.
- Marina Underwater Crossing.
- Well 8 Design and RFP/Bid process.
- Water Pipeline Replacement Project – Planning
- Filter Replacement – Willow Lake Water Treatment Plant
- Newport & Sandpoint Underwater Crossing (WATER MAIN UPGRADE FROM Newport to Willow).
- Research Secondary Water Source – Staff has reached out to surrounding districts.
- Security – Emphasis will be on both physical and cyber security.
- Asset Management & GIS Controls – GM Breitstein would like to focus on this to aid in future planning.
- Inventory Control System.
- District Office Building.

2023 – Finance Projects

- California Class and Rick Wood with CSDA will be presenting in the future.

Board Member Input:

Director Graves wanted to clarify that the rate study is being moved up to accommodate the Pipeline Project.

GM Breitstein stated AGM Cantando is stepping-up to address safety. Training is taking place again with the end of Covid restrictions.

Break was taken at 4:31p.m.

Return from break at 4:35p.m.

4. Legal Review and Updates

Presented by Andy Pinasco, Legal Counsel.

- General Brown Act Review
 - Exceptions include the Ad Hoc Committee, Special Advisory Groups and Public Employees.
 - Examples of serial meetings include spoken hub, social media, and email correspondence.
- Teleconference (all versions)
 - Audio, video, or both connecting locations.
 - A quorum participates from within the jurisdiction.
 - All locations comply with the Brown Act.
 - The notice and agenda identify the location.
 - Both locations are posted and accessible to the public.
 - AB 361 – State of Emergency.
 - AB 2449 – Just Cause or Emergency Circumstances.
- Social Media Best Practices and Issues
 - Board members cannot use social media to discuss among themselves “business of a specific nature that is within the subject matter jurisdiction of the legislative body.”
 - Board can use social media to communicate with the public.
 - Board members cannot post on discussions by other members.
 - Boards cannot weigh in with “likes” or emojis.

d. Committees (purpose and legal issues)

- All committees must comply with the Brown Act unless it is advisory, AND includes only Board members, AND includes less than a quorum, AND does not have continuing subject matter jurisdiction, AND is not a meeting on a fixed schedule set by the Board.

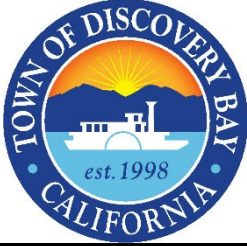
D. ADJOURNMENT

Meeting adjourned at 5:32p.m to the Next Regular Board of Director's Meeting, April 5, 2023, beginning at 7:00p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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DRAFT



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2023

Prepared By: Julie Carter, Finance Manager & Lesley Marable, Accountant
Submitted By: Dina Breitstein, General Manager

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 713,143.27

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2022/2023

AGENDA ITEM: C3

Request for Authorization to Pay Invoices
For The Meeting On April 5, 2023
Town of Discovery Bay CSD
Fiscal Year 7/22 - 6/23

Veolia Water North America	\$201,436.93
J.W. Backhoe & Construction, Inc.	\$109,149.77
Pacific Gas & Electric	\$96,175.81
W.R. Forde Associates, Inc.	\$46,745.49
Luhdorff & Scalmanini	\$46,641.39
Loprest Division of WRT	\$46,490.63
Town of Discovery Bay CSD	\$37,838.50
San Joaquin County Office Of Ed	\$19,804.50
U.S. Bank Corporate Payment System	\$19,063.15
Neumiller & Beardslee	\$15,673.00
Badger Meter	\$13,291.79
SiteOne Landscape Supply, LLC	\$9,127.40
WorleyParsons Group, Inc.	\$8,699.00
Mt Diablo Resource Recovery	\$7,805.96
Precision IT Consulting	\$6,080.08
Aetypic, Inc.	\$3,925.00
Bob Harkrader & Sons Trucking, Inc.	\$3,550.41
Freedom Mailing Service, Inc	\$3,483.41
Janitorial Plus	\$3,090.00
BSK Associates	\$2,785.75
Univar Solutions USA Inc.	\$1,642.85
Water Utility Refund Customers	\$1,560.66
National Aquatic Services, Inc.	\$1,400.00
Watersavers Irrigation Inc.	\$1,148.10
Verizon Wireless	\$1,142.39
Herc Rentals Inc.	\$804.59
Ricoh USA, Inc	\$715.43
Karrie Hebert	\$671.25
Herwit Engineering	\$630.00
ODP Office Solutions, LLC	\$598.31
Pacific Display, Inc.	\$597.08
ULINE	\$429.66
Kevin Graves	\$210.43
UniFirst Corporation	\$202.77
Discovery Pest Control	\$143.44
Denalect Alarm Company	\$111.00
Alhambra	\$81.88
Bay Area News Group	\$67.50
County Of Contra Costa, Dept of Info Tec	\$61.00
Cintas	\$49.96
FasTrak Invoice Processing Dept.	\$17.00

\$713,143.27



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2023

Prepared By: Julie Carter, Finance Manager and Allan Cantando, Assistant General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Direct Herwit Engineering to prepare the 2023-2024 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2023-11.

Recommended Action

Adopt Resolution No. 2023-11 authorizing the Assessment review of the Ravenswood Improvement District Landscape and Lighting Zone #9, and direct Herwit Engineering to prepare the Engineer's Assessment Report.

Executive Summary

As part of the annual assessment process for the Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9, the Board must approve and direct an Engineer's Assessment Report to be prepared. This approval must be by Resolution.

Since its inception, the Engineer's assessment reports have been drafted and prepared by Herwit Engineering (Hewit). Due to their in-depth knowledge of the zone and access to historical data, staff recommends approving Resolution 2023-11, which directs Herwit to prepare the 2023-2024 Annual Assessment Report for Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9.

Hewit Engineering would perform this work under the current contract with the Town for an amount not to exceed \$1800.00

Fiscal Impact:

Amount Requested \$1800
Sufficient Budgeted Funds Available?: YES
Prog/Fund # 9/2310 Category: Operating Expenses

Previous Relevant Board Actions for This Item

None

Attachments

Resolution 2023-11

AGENDA ITEM: C4



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2023-11

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
REGARDING THE ANNUAL ASSESSMENT
OF THE RAVENSWOOD IMPROVEMENT DISTRICT
LANDSCAPE AND LIGHTING ZONE #9**

WHEREAS, the Board of Directors of the Town of Discovery Bay CSD, pursuant to a will-serve letter with the developer of that subdivision known as Ravenswood, has formed a landscaping, park, lighting and open space district, known as Ravenswood Improvement District — DB L&L Zone #9, for the purpose of providing for the operation and maintenance of landscaping, parks, streetlights and open space installed in said subdivision by developer; and

WHEREAS, the Board of Directors now desires to levy the annual assessment for Fiscal Year 2023-2024 for such district.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY DOES HEREBY RESOLVE AS FOLLOWS:

1. The Board of Directors of the Town of Discovery Bay Community Services District, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, parks, streetlights, and open space in the subdivision 8710 known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.
4. HERWIT Engineering is hereby ordered to prepare a report for annual assessment for the assessment district in accordance with Article 4, of Chapter 1, of Part 2, of Division 15 (commencing with § 22565), of the California Streets and Highways Code, and to file it with the Secretary of the Board of Directors of the Town of Discovery Bay Community Services District.
5. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 5th DAY OF APRIL 2023.

Ashley Porter
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at this regular meeting held on April 5, 2023, by the following vote of the Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dina Breitstein
Board Secretary



**California Special
Districts Association**
Districts Stronger Together

California Special Districts Association (CSDA)

California CLASS – Investments Program for Districts

NEIL MCCORMICK, CEO

RICK WOOD, FINANCE & ADMINISTRATION DIRECTOR

March 22, 2023

Focus on Finance

California CLASS – Investment Pool

CSDA Member Benefit Programs
Save Time & Money



New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

California CLASS Partnership

- California Special Districts Association (CSDA)
- League of California Cities (Cal Cities)
- California CLASS sponsorship approved by both Governing Boards



**California Special
Districts Association**
Districts Stronger Together



NM

Focus on Finance

California CLASS – Investment Pool

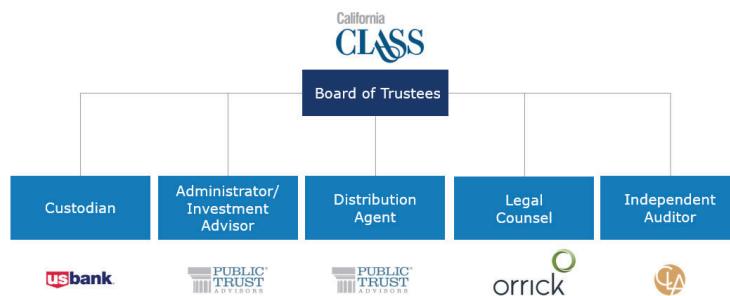
CSDA Member Benefit Programs
Save Time & Money



New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

California CLASS Oversight



California CLASS Board of Trustees

Ryan Clausnitzer, Vice-Chair
General Manager
Alameda County Mosquito Abatement District

George Harris
Director of Finance
City of Lancaster

Margaret Moggia
Executive Manager of Finance
West Basin Municipal Water District

Christina Turner, Chair
City Manager
City of Morgan Hill

Parker Hunt
Treasurer/Tax Collector
Tehama County

NM

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California CLASS – Investment Pool

CSDA Member Benefit Programs
Save Time & Money



New Value-Added Member Benefit

Directed by Your Peers

California CLASS is supervised by a Board of Trustees comprised of eligible Participants of the program. The Board has the power to administer California CLASS and its affairs. The California CLASS Board enters into contracts and agreements on behalf of the program.

Any California public agency as defined in California Government Code Section 53600 can participate in California CLASS.

Who Can Participate?



State Agencies



Counties



Public Districts



Cities



Public Corporations



Regional Transportation Commissions



County Boards of Education



County Superintendents of Schools

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California CLASS – Investment Pool

CSDA Member Benefit Programs

Save Time & Money



New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)



Convenient and User-Friendly Cash Management Solutions Designed for California Special Districts

California CLASS provides Participants the following benefits:

- ✓ Robust and modern transaction portal
- ✓ Dedicated client service team equally committed to all public agencies
- ✓ Portfolios managed in accordance with California Government Code
- ✓ Transparent governance by Board of Trustees
- ✓ Portfolios marked-to-market with net asset value and yields posted to website daily

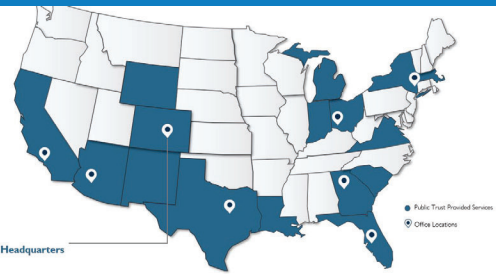
Fund Option	Prime	Enhanced Cash
Portfolio Type	Prime-style fund	Enhanced cash
Purpose	Operating Funds	Strategic Reserves
Rating	'AAAm'	'AAAf/S1'
Min/Max Investment	None	None
Withdrawals	Unlimited	Unlimited
Investment Horizon	Day-to-Day	12-18 Months
Liquidity	Same-Day	Next-Day
WAM	≤60 days	90-200 days
Net Asset Value (NAV)	Stable \$1.00 per share	Variable \$10.00 per share

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Introduction to Public Trust Advisors

- o Public Trust Advisors, LLC (Public Trust) is an SEC registered independent investment advisor headquartered in Denver, Colorado, with offices in Los Angeles, Florida, New York, Texas, Ohio, New Mexico, Georgia, Arizona, and Michigan.
- o Public Trust was founded on the fundamental principle of maintaining a single business focus of providing investment management and advisory services to government and institutional investors.
- o Public Trust is a national leader in providing customized investment advisory solutions based on the clients' unique cash flows, risk tolerances, and investment policies.
- o **Safety-first investment philosophy** that seeks to deliver superior risk adjusted returns consistently
- o The Public Trust Executive Team includes managing partners with 100+ years of combined experience and a team of professionals that are dedicated to the safety of public funds.
- o Investment Advisor and Administrator for 16 local government investment pools (LGIP's) in 10 different states.

Over \$70 Billion
Assets under management

Public agency focused

RW

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New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

LGIP Advantages

- Professional management of public funds
- Access to markets not typically available to smaller entities
- High levels of liquidity
- Institutional knowledge



Purpose

The purpose of California CLASS is to provide all California public agencies with a convenient, short-term investment opportunity carefully selected to optimize interest earnings while maximizing safety and liquidity.

California CLASS was created for all California public agencies.

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New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

Diversify and Strengthen Your Public Funds Investment Program		
✓ Sponsored by Cal Cities and CSDA	✓ Same-day liquidity for Prime fund	✓ Managed to generate a competitive daily yield
✓ Preservation of principal and access to liquidity	✓ Next-day liquidity for Enhanced Cash fund	✓ Prime fund for agency operating dollars and Enhanced Cash fund for reserves
✓ Securities marked-to-market daily	✓ No minimum balance requirements nor maximum contributions	✓ Ratings of 'AAAm' & 'AAAf/S1'

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New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

Key Features



California CLASS is built to allow public agencies to conveniently manage their investments and access reporting in a user-friendly and easy to understand manner.



No Fees*, No Minimum Balance



Unlimited Transactions



Future Dated Transactions



Participant-to-Participant Transfers



Unlimited Subaccounts

**Built to serve California public
agencies!**

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California CLASS – Investment Pool

CSDA Member Benefit Programs

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New Value-Added Member Benefit

Investment Program for Special Districts (Launched July 2022)

Benefits of Becoming a Participant

California CLASS leverages unique people, processes, and technology to maintain a low cost structure, resulting in more investment income returned back to our Participants.

Return

- Competitive daily yields
- Consistent historical performance
- Investment diversification

Liquidity

- Same-day liquidity
- Professionally managed portfolio

Convenience

- Effortless distributions to other public entities
- Easy access to all of your investments

Additional Features

Deposits by wire or ACH

Transaction and account statements provided

Dedicated Client Service representatives



Test Account

Contact

AS

California CLASS (CA-01-0000)

Total Balance As Of 11/08/21: \$1,000,000.00

OPEN A NEW SUBACCOUNT

PRIME

As of 11/08/2021

\$1,000,000.00

View →

Subaccounts

Account #	Name	Avail. Balance	Fund Name
CA-01-0000-0001	General Funds	\$497,000.00	California CLASS
CA-01-0000-0002	Operating Funds	\$503,000.00	California CLASS

View →

Please refer to the disclosure slide of this presentation for more information.

NM



If you have any questions regarding your account, please contact Client Services at (877) 930-5213.

Investor Details: Sample Account CA-01-0000

CA-01-0000

- Dashboard
- Accounts
- Transactions
- Fund Info
- On Demand Reports
- Help Center

Profile

Address

Mailing Address: 550 S. Hope Street, Suite 560
Los Angeles, CA 90071

Relationship Manager

Name: John Smith
Phone Number: (XXX) XXX-XXXX
Email Address: john.smith@californiaclass.com

Other Info

Tax ID: 00-000000
Fiscal Year End: 09/30
Entity Type: Test Account

Contacts Bank Details

Excel PDF Search:

Name	Permission
 Claire Johnson (XXX) XXX-XXXX cjohnson@abccounty.org	Authorized Signer
 Tom Bell (XXX) XXX-XXXX tbell@abccounty.org	Read Only
 Sam Taylor (XXX) XXX-XXXX staylor@abccounty.org	Authorized Signer

Please refer to the disclosure slide of this presentation for more information.



If you have any questions regarding your account, please contact Client Services at (877) 930-5213.

Withdrawal

Move funds from one of your **subaccounts** to a **pre-approved bank account**. Transactions need to be requested by 2:00 p.m. ET.

Transaction Date

From Subaccount

Transaction Amount Type **Transaction Amount**

Payment Method (Select One)

ACH

ACH withdrawals arrive at the receiving bank on the next business dat.

Wire

Withdrawals by wire arrive at the receiving bank on the same day as requested. Wires are released every hour until the cut-off time noted above.

Bank Account

Bank Memo 35 characters left

Internal Memo 255 characters left

ⓘ This information will be included in the wire instructions sent to the receiving bank. ⓘ This information will only be displayed on your transaction confirmation.

Summary

FROM SUBACCOUNT

California CLASS Prime
 CA-01-0000-4001
 Current Available Balance: \$3,945,266.23
 Current NAV: \$1.00

Dollars: \$45,647

DEPOSIT INTO

WELLS FARGO
 Account Number: 123456
 ABA: 121000248
 FFC: Sample

VERIFY →

Please refer to the disclosure slide of this presentation for more information.



CA-01-0000

- Dashboard
- Accounts
- Transactions
- Fund Info
- On Demand Reports
- Help Center

Participant-to-Participant Transfer

Move funds to another Participant's account; transactions must be requested by 2:00 p.m. ET for same-day transfer of funds. Before Participant-to-Participant transfers can be made, the recipient's subaccount **must be linked**. If you have questions or would like to make changes to your Participant-to-Participant settings, please contact Client Services.

Transaction Date

From Subaccount

To Participant(s)

Account	Amount	Internal Memo
California CLASS Prime 123 Village CA-01-0000-1234	\$ 3,000	Village sample memo
California CLASS Prime 456 School District CA-01-0000-4567	\$ 2,500	School district sample memo

Please refer to the disclosure slide of this presentation for more information.

Summary

FROM SUBACCOUNT

California CLASS Prime
 OH-01-0000-4001
 Current Available Balance: \$3,945,266.23

TO PARTICIPANT(S)

California CLASS Prime 123 Village OH-01-0000-1234 Village sample memo	\$3,000.00
California CLASS Prime 456 School District OH-01-0000-4567 School district sample memo	\$2,500.00
Transfer Total: \$5,500.00	

RW



- Dashboard
- Accounts
- Transactions
- Fund Info
- On Demand Reports
- Help Center

Fund Info

From Date To Date Custom Range

Fund

All Prime

Historical Fund Data

 Search:

As of Date	Fund Name	NAV	Shares	Fund Balance	Dividend Rate	Daily Yield	7-Day Yield	30-Day Yield	Details
02/17/2021	California CLASS Prime	\$1.000084	XX,XXX,XXX,XXX	\$XX,XXX,XXX,XXX,XX	0.000002339027	0.0854%	0.0863%	0.0863%	<input type="button" value="VIEW"/>
02/18/2021	California CLASS Prime	\$1.000131	XX,XXX,XXX,XXX	\$XX,XXX,XXX,XXX,XX	0.000000816932	0.0853%	0.0862%	0.0862%	<input type="button" value="VIEW"/>
02/19/2021	California CLASS Prime	\$1.000131	XX,XXX,XXX,XXX	\$XX,XXX,XXX,XXX,XX	0.000000816932	0.0853%	0.0862%	0.0862%	<input type="button" value="VIEW"/>

Please refer to the disclosure slide of this presentation for more information.



If you have any questions regarding your account, please contact Client Services at (877) 930-5213.

California CLASS –
Prime Fund Yield



2023 Daily Yield

California CLASS	LAIF
3/22/2023 – 4.71%	2.85%

Focus on Finance

CSDA Investment Policy Review for Districts

CSDA Member Benefit Programs
Save Time & Money

FREE Investment Policy Review & Sample



WHO CAN PARTICIPATE?

-  Counties
-  Cities
-  Special Districts
-  Joint Powers Authorities
-  Educational Entities
-  Transportation Commissions

Participation is available to any California public agency under California Government Code 66500 and 6509.7

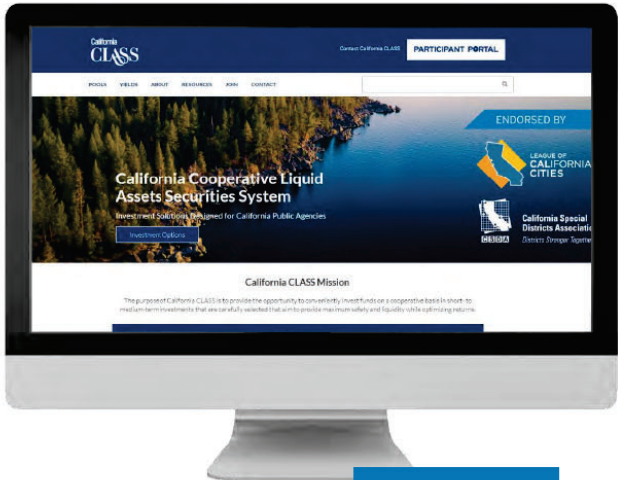
PERMISSIBLE INVESTMENTS

Investments are made in accordance with California Government Code Section 53601 and the California CLASS Investment Policies.

Permissible Investments	Prime & Enhanced Cash Portfolios
U.S. Treasury Securities	✔
Repurchase Agreements	✔
U.S. Government Agencies	✔
Certificates of Deposit	✔
Highly-Rated Commercial Paper	✔

RW

How to Join California CLASS




Scan to get started!



Under applicable California Government Code, California public agencies may invest in shares of beneficial interest issued by a joint powers authority.

- 1 Read the applicable Information Statements
- 2 Submit your completed California CLASS Registration Packet to our Client Service Team via email or fax at (877) 930-5214.
- 3 After the approval of the above documents, your public agency will receive confirmation that your account has been accepted as a California CLASS Participant.



Questions?
Thank You!

neilm@cda.net
rickw@cda.net

916.442.7887
cda.net

California
CLASS



California CLASS Registration Packet



Welcome to California CLASS

Thank you for choosing California CLASS!

We believe you have made a sound financial decision in choosing California Cooperative Liquid Assets Securities System (California CLASS). We look forward to being a trusted partner to your organization and its investment management goals and are excited to connect with you to make your investment process a positive, easy experience.

This packet contains all the materials necessary to set up your California CLASS account(s). If you have any questions about the registration process or about your California CLASS account(s), please do not hesitate to contact us. The California CLASS Client Service team can be reached any business day from 8:00 a.m. to 4:00 p.m. PT by phone at (877) 930-5213 or by email at clientservices@californiaclass.com.

Registration Procedures

To participate in California CLASS, please complete the following:

- 1) Review the Joint Exercise of Powers Agreement and the applicable Information Statements relating to the California CLASS Prime Fund and the Enhanced Cash Fund (located in the Document Center at www.californiaclass.com).
- 2) Complete the California CLASS Participant Representation Form (page 4).
- 3) Complete the Participant Registration (page 5).
- 4) Complete the Authorized Contacts Form (pages 6/7).
- 5) Should you be interested in participating in California CLASS Prime, complete the California CLASS Prime Fund Account(s) to be Established form; you may open as many accounts as you wish (page 8).
- 6) Should you be interested in participating in California CLASS Enhanced Cash, complete the California CLASS Enhanced Cash Fund Account(s) to be Established Form; you may open as many accounts as you wish (page 9).
- 7) Keep the original forms for your records and send the completed packet to the California CLASS Client Service team by fax (877) 930-5214 or by email clientservices@californiaclass.com.

Questions? Please contact us; we would love to hear from you:

California CLASS Client Service Team
T (877) 930-5213
clientservices@californiaclass.com

Through the California CLASS website, www.californiaclass.com, Participants will be regularly informed of important program information, holidays, upcoming Board meetings, Participant events, conferences, and more. Board of Trustee meetings, which are open to the public, are generally held quarterly and discuss relevant issues to the governance and operations of the California CLASS program.



Participant Representation Form

Participant Information

Entity Name (Participant) _____

Participant Representations

The undersigned Authorized Signer for the Participant hereby represents and warrants the following during the period the Participant is investing in the California CLASS Investment Program:

- The Participant is (1) a Public Agency (as defined in the Joint Exercise of Powers Agreement) and (2)(a) a political subdivision of the State of California or (b) an organization whose income is excluded from taxable gross income under Section 115 of the Internal Revenue Code, in each case, that has the authority to invest funds in its treasury in investments in accordance with Section 53601 of the California Government Code.
- The Participant is authorized to invest in the California CLASS.
- Any Authorized Signer for the Participant designated in this California CLASS Registration Packet has full power and authority to make investments for the above Participant in the California CLASS Investment Program unless the California CLASS receives written notice from the Participant otherwise.
- The Participant has reviewed and agrees to the limitations described in the Joint Exercise of Powers Agreement and the Information Statements for the Funds within the California CLASS Investment Program and acknowledges that it has been supplied with or been given access to information it requested in connection with making an investment in the California CLASS Investment Program.
- The Participant has reviewed the Investment Policies for the Funds within the California CLASS Investment Program and has determined that they are consistent with the legal and policy limitations applicable to the Participant's investments.
- The Participant has consulted with its own counsel and advisers as to all matters concerning investment in the California CLASS Investment Program.

Authorized Signer

Signature

Date

Print Name

Title

Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



Participant Registration

Entity Information

Entity Name (Participant) _____

Entity Type: City/Town County School District Special District
Other (Specify) _____

Mailing Address _____

City _____ Zip _____ County _____

Physical Address (if different than above) _____

City _____ Zip _____ County _____

Tax ID _____ Fiscal Year End Date (Month/Day) _____

California CLASS is hereby authorized to honor any telephone, faxed, or electronic request believed to be authentic for withdrawal of funds. The withdrawal proceeds can be sent only to the bank(s) indicated below unless changed by written instructions. Each Participant is responsible for notifying California CLASS of any changes to its account by filling out and sending via mail or email the Forms available on the California CLASS website.

Wires will be distributed every hour with the final distribution ending at 11:00 a.m. PT; distribution times are subject to change as needed by the California CLASS Administrator. Additionally, California CLASS must be notified of any contributions by 11:00 a.m. PT to receive same day credit. **If funds are not received by 2:00 p.m. PT, contribution orders will be voided.**

Banking Information

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both

Additional Banking Information (Optional)

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both



Authorized Contacts

Authorized Signers Can:	Read-Only Users Can:
Approve changes to the Investor Profile Update banking/contact information Transfer funds Receive account updates	Receive account updates Request "view-only" access to monthly statements and transaction confirmations

Authorized Signer

Print First and Last Name

Title

Signature Required

Phone

Email

Fax

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations



Authorized Contacts (cont.)

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations



California CLASS Prime Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



California CLASS Enhanced Cash Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

California CLASS Enhanced Cash is designed to complement the daily liquidity offered by the California CLASS Prime portfolio.

Enhanced Cash does not seek to maintain a stable net asset value (NAV) and does not offer daily liquidity. Unlike the Prime Fund, investing in Enhanced Cash introduces the potential for the reporting of unrealized and realized gains and losses.

If you have questions about which of your local government’s funds are appropriate for the California CLASS Enhanced Cash portfolio, please contact your California CLASS representative or email info@californiaclass.com.

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



Agenda

AIRPORTS COMMITTEE

March 8, 2023

4:00 P.M.

1025 Escobar St. Martinez, CA.

Conference Room 110 A&B

Remote Access Instructions are provided below

Supervisor Diane Burgis, Chair
Supervisor Ken Carlson, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS: The public may attend this meeting in person at the above location.

The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below.

HOW TO JOIN THE MEETING VIA ZOOM:

Link: <https://us06web.zoom.us/j/85804224320?pwd=czAwR1k3cG00OEpl5UnBWVIRuaGk5QT09>

HOW TO JOIN THE MEETING VIA CALL-IN:

Zoom meeting Dial-In-Number: 1 669 444 9171

Passcode: 639946

Meeting ID: 858 0422 4320

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Airport Committee during public comment on matters within the jurisdiction of the Airport Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should come to the podium when called upon. Those participating via Zoom should indicate they wish to speak by using the "raise your hand" feature in the Zoom app.

All public comments will be limited to 2 minutes per speaker.

For assistance with remote access contact: Airport Staff 925-681-4200

Public comments may also be submitted before the meeting by email at airport.team@airport.cccounty.us or by voicemail at 925-681-4200. Comments submitted by email or voicemail

will be included in the record of the meeting but will not be read or played aloud during the meeting.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Review and Approve record of meeting for December 14, 2022
4. Receive an update from the Aviation Advisory Committee Chair (Emily Barnett)
5. Update on Bay Area test Site (BATS) activity, Buchanan Field and Byron Airport

6. Discuss Byron Development Potential & Constraints (water, sewer, storm water quality)
7. Update on Airports Current Project Development
 - a. Discuss Con Fire Station 9 to Airport Property, Buchanan Field
8. Discuss Terminal/ARFF Building Development, Buchanan Field
9. The next meeting is currently scheduled for June 14, 2023
10. Adjourn

The Airports Committee will provide reasonable accommodations for persons with disabilities planning to attend Airports Committee meetings. Contact the staff person listed below at least 96 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Airports Committee less than 96 hours prior to that meeting are available for public inspection at 550 Sally Ride Drive, Concord, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Greg Baer, Airports Directors
Phone (925) 681-4200, Fax (925) 646-5731
greg.baer@airport.cccounty.us

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

SPECIAL MEETING AGENDA

March 21, 2023

1:00 P.M. Convene and call to order.

3:44

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.3 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

DISCUSSION ITEMS

- ARRIVE at hospital - transfer to bed - if to bed on call - don't leave hospital - should be 20 mins now I hear*
- D.1 ACCEPT** a report on Ambulance Patient Offload Times (APOT) at hospitals within Contra Costa County. (Lewis T. Broschard III, Fire Chief)
- D.2 ACCEPT** a report on CAL FIRE Hazard Severity Zone Maps; and **PROVIDE** direction to staff regarding a response to CAL FIRE within the public comment period. (Aaron J. McAlister, Deputy Fire Chief)
ARRIVE high hazard areas in CCC - Cal Fire
- D.3 CONSIDER** accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (No fiscal impact) (Lewis T. Broschard III, Fire Chief) *- Something other than fire truck to deal accidents - Brenwood project*
- D.4 CONSIDER** accepting a report from the Deputy Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects. (Aaron J. McAlister, Deputy Fire Chief)
- D.5 HEARING** to consider adopting Ordinance No. 2023-08, authorizing the Contra Costa County Fire Protection District to increase its emergency ambulance service fees within Emergency Response Areas 1, 2, and 5 in Contra Costa County. (Lewis T. Broschard III, Fire Chief)

6012 increase

L2

D. 6 CONSIDER Consent Items previously removed.

D. 7 PUBLIC COMMENT (2 Minutes/Speaker)

CONSENT ITEMS

C.1 APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract amendment with the California Governor's Office of Emergency Services to increase the payment limit by \$40,000 to a new payment limit of \$315,000, with no change to the term October 1, 2021 through June 30, 2024, to provide reimbursement of regional hazardous materials response training costs. (100% State)

C.2 APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a license agreement with the U.S. Department of the Navy to use a portion of the former Concord Naval Weapon Station for public safety training purposes during the period April 18, 2023 to May 31, 2024. (No fiscal impact)

C.3 ADOPT Resolution No. 2023/1 regarding salary increases for specified unrepresented classifications in the Contra Costa County Fire Protection District. (David Sanford, Chief of Labor Relations)

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

L2