



TOWN OF DISCOVERY BAY

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

**NOTICE OF THE MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, August 2, 2023, 4:30 P.M.**

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

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/82820740593>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 828 2074 0593

Download Agenda Packet and Materials at www.todb.ca.gov

Finance Committee Members

Chair Ashley Porter
Vice-Chair Carolyn Graham

A. ROLL CALL

1. Call business meeting to order 4:30 p.m.
2. 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 Committee 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 Committee for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee 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 Committee only. Any clarifying questions from the Committee must go through the Chair. Comments from the public do not necessarily reflect the viewpoint of the Committee members.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Regular Finance DRAFT Meeting minutes of June 7, 2023.

D. PRESENTATIONS

E. UPDATES

1. Update on Rate Study Kick-Off.
2. Update on Finance Manager.

F. DISCUSSION

G. FUTURE DISCUSSION/AGENDA ITEMS

H. ADJOURNMENT

1. Adjourn to the next Standing Finance Committee meeting on October 4, 2023, 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."



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**MINUTES OF THE MEETING
OF THE STANDING FINANCE COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, June 7, 2023, 4:30 P.M.**

Finance Committee Members

Chair Ashley Porter
Vice-Chair Carolyn Graham

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 Regular Finance DRAFT Meeting minutes of February 1, 2023.
2. Approve Regular Finance DRAFT Meeting minutes of April 5, 2023.

Vice-Chair Graham made a Motion to Approve the February 1, 2023 and April 5, 2023 Draft Minutes.
Chair Porter seconded.
Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

None.

E. UPDATES

1. Community Center Parking Lot Lighting Update.

Presented by Parks And Recreation Supervisor Monica Gallo.

- Staff met with two electrical contractors and one solar company.
- Both electricians stated that there would be a cost to locate underground wiring to evaluate. One electrician quoted \$1230.52 for 8 hours. A second electrician quoted a \$250 service call fee to evaluate and then a cost of \$125/hour.
- The solar company suggested attaching lights to the palm trees at each driveway entrance to the Community Center. The total cost would be approximately \$9500.00.

Staff suggested putting a pin in this project until a future date.

F. DISCUSSION

1. Discussion on Landscape Funding.

Presented by Vice-Chair Carolyn Graham.

- Landscaping receives approximately \$390,000 a year for Zone 8.
- Zone 8 includes Clipper Drive, Discovery Bay Blvd, and Medians.
- Vice-Chair Graham inquired about ways to get more funds from the County.

G. FUTURE DISCUSSION/AGENDA ITEMS

None.

H. ADJOURNMENT

1. Adjourned at 4:58p.m. to the next Standing Finance Committee meeting on August 2, 2023, at the Community Center located at 1601 Discovery Bay Boulevard.

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DRAFT