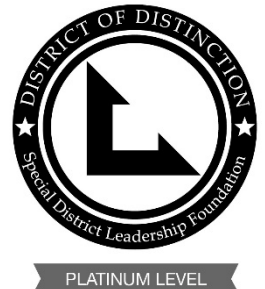




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

NOTICE OF THE REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday May 4, 2022

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order by 7:00 p.m.
2. Pledge of Allegiance led by General Manager Dina Breitstein.
3. Roll Call – four members were present; Director Graham was not present.

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

None.

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 April 20, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2022-13 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.
4. Direct Herwit Engineering to prepare the 2022-2023 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Adopting Resolution No. 2022 - 14.

Vice-President Porter made a Motion to Approve the Consent Calendar as presented.

Director Gutow second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report Presented by Dawn Morrow.
 - Public Works is fully closing a portion of Bixler Road full shutdown will be between Echo Place and Balfour and Point of Timber East of Poe Drive, June 15th – August 2nd from 7:00 am – 5:00 p.m. due to maintenance to an existing PG&E natural gas line system.
 - Michele DiMaggio, Supervising Environmental Health Specialist would like to conduct a free class on food safety and handling.

President Graves commented that the Lions Club and Chamber will be extended an invitation to attend.

2. Sheriff's Office Report Presented by Lieutenant, Mark Johnson for the month of April 2022.
 - 30 arrests for the Station House.
 - 379 calls for service for Discovery Bay.
 - 57 Reports.
 - The Boat and RV lot near the Park and Ride on Bixler, RV Storage on Newport and Delta RV Storage had over 20 catalytic converters thefts.
 - A neighbor reported hearing sawing noise at approximately 1:00 a.m. and contacted the Sheriff's Office. A suspect was found sitting in a car outside the gate, a vehicle search was done and a stolen catalytic converter was found inside the car. Officers believed there was a second person

in the lot and a drone and canine search was done for the second person but was unsuccessful. Approximately eight catalytic converters were found lying on the ground. Investigators are following up on the suspect that was caught.

- The State is cracking down on places that buy catalytic converters.
- Bixler Post Office was broken into and an individual stole the mailbox keys and opened mailboxes. The US Postal Inspector is taking the lead on this case and has a suspect.
- DUI turnover - a mother was intoxicated with her three children; CHP took the case.
- Three domestic battery arrests, one domestic battery report.
- Lieutenant Johnson saw a suspicious subject leave Safeway and made a car stop. The person that came out of the store had a bag of stolen alcohol, two other people in the car had drugs they all went to jail.
- One stolen vehicle report and recovered one stolen vehicle.
- Assault with a deadly weapon - adult son attacked his elderly mother, the mother sustained some injuries the son was arrested. Juvenile son attacked his father with a knife and was caught.
- One theft from an unlocked vehicle.
- One non-criminal death under investigation.
- Three identity thefts, two fraud cases.
- One runaway juvenile.
- Eight people arrested for methamphetamine.
- Traffic officers are back to work overtime in Discovery Bay due to traffic conditions. Modified Citizen's Police Academy for Brentwood Police Department will be held the last three Tuesdays of June and July from 6:00 pm – 8:30 p.m. President Graves stated that he would like to have the information flyer posted and advertised on Town of Discovery Bay's website.

3. CHP Report Presented by Officer, Donnie Thomas.

- Nine DUI arrest under the influence of alcohol, two under the influence of narcotics.
- DUI turnover - a mother was intoxicated with her three children; CHP Officer took the case and charged the mother with child endangerment.
- One warrant arrest, two site release arrest for misdemeanor hit and run, two site releases for unlicensed drivers, and one site release for suspended drivers' license.
- 21 speed citations, four registration, two equipment, one right-away violation, nine written warnings given, one stop sign, and one seatbelt violation.
- More enforcement will be conducted on Bixler near schools in the afternoons, also on Clipper and Newport.
- On May 23rd enforcement will be conducted in school zone areas primarily in Discovery Bay and Bryon predominately during the morning hours.
- Eight new officers are finishing training and will be on the road soon.
- Suspect that is known for predominately stealing trailers has been arrested.

4. East Contra Costa Fire Protection District Report.

None.

E. PRESENTATIONS

1. None.

F. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Date, Time, and Proposed Budget for the Town of Discovery Bay to Host the Tuesday, September 27, 2022, Discovery Bay Chamber of Commerce Mixer Event.

No public comment.

Update Provided by General Manager, Dina Breitstein.

- General Manager, Dina Breitstein is requesting Board approval to host the Discovery Bay Chamber of Commerce mixer at the Community Center patio on September 27, 2022, from 5:30 p.m. to 7:30 p.m. budget not to exceed \$1,000.

Director Gutow made a Motion to Approve the Discovery Bay Chamber of Commerce Mixer.
Vice-President Porter second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

G. MANAGER'S REPORT

None.

H. GENERAL MANAGER'S REPORT

None.

I. DIRECTOR REPORTS

1. Standing Committee Reports.

- a. Parks and Recreation Committee Meeting (Committee Members Ashley Porter and Byron Gutow). May 4, 2022.

Update Provided by Director Gutow.

- o Golf cart parking - due to Recreation Supervisor Gallo's excellent diligence the contractor is going to donate asphalt at no cost.
- o Landscape Manager will prepare Project Timeline chart.

- b. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter). May 4, 2022.

Update Provided by Vice-President Porter.

- o Update on rotors – broken rotor in ox ditch 3 is broken beyond repair. Renting floating rotors to keep the bugs alive until repairs can be done.
- o Denite Project – on schedule despite delays with material supply chain issues, will have time to test and complete project. Bonds have been approved and purchased.

2. Other Reportable Items by President Graves.

- o President Graves, Director Gutow and General Manager, Dina Breitstein are working together on an ad hoc committee for the new office building construction project. Five firms have been interviewed for needs assessment and architectural design build. Project will take approximately three years; recommendation will be coming to the Board.

J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. East Contra Costa Fire Protection District Meeting – April 13, 2022 (President Graves).

K. CORRESPONDENCE RECEIVED

L. FUTURE AGENDA ITEMS

None.

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

N. CLOSED SESSION:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS ALLOWED UNDER GOVERNMENT CODE SECTION 54956.8.

Property: A Portion of APN 008-330-057 and 008-330-017, Discovery Bay

Agency Negotiator: Dina Breitstein, General Manager

Negotiating Parties: Discovery Bay Marina

Under Negotiation: Price and Terms of Payment

O. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

No reportable action.

P. ADJOURNMENT

1. Meeting adjourned at 7:33 p.m. to the next Regular Meeting of the Board of Directors on May 18, 2022, 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."