



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday, November 20, 2024 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 Gutow 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)

- Dane Wadle of the Special District Leadership Foundation (SDLA) called in to present the District with the District of Distinction Platinum Certificate as well as Margaret Moggia with the Certified Special District Manager Certificate. Only twelve districts out of more than 2000 California special districts have the Platinum designation.

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 November 6, 2024.
2. Monthly Disbursement Report - October 2024.

Director Porter made a Motion to Approve the Consent Calendar.
Director Graham seconded.

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

D. PRESENTATIONS

1. Veolia.

Presented by Veolia Project Manager Anthony Harper.

- Safety and training topics included traffic control, hearing protection and fire protection.
- 479 safe working days.
- All wells are active.
- Well 5 is officially offline.
- Hydrant flushing will start the week after Thanksgiving.
- Lift stations are all active.
- There were no customer complaints and no sewer overflows.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Agreement for Irrigation Upgrades at Cornell Park.

Presented by Landscape Manager Monica Gallo.

- Staff has been evaluating the irrigation infrastructure.
- OneSite Landscape Supply is a distributor for HydroPoint Smart Water Management which manufactures WeatherTRAK; a line of smart irrigation controllers, flow products and cloud-based central management.

- System can reduce water costs by 25%-50% by eliminating water waste.
- Provides 24/7 leak notification.
- HydroPoint has extended a risk-free pilot controller at Cornell Park for a period of 90 days.
- Director Graves thought the system would be very useful for the Town.
- President Callahan inquired about on-going maintenance cost and if the return on investment was known.
- Vice-President Graham asked if the system would automatically shut-off during rain events.
- Director Gutow asked for clarification on the terms of the warranty.
- Director Porter asked about the cost of the trial and turn-key system.

Director Porter made a motion to approve the 90-day trial with the understanding of getting more information for the Town.

Director Graham seconded.

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

2. Discussion and Possible Action to Approve a Software License Agreement for Financial Data Software.

Presented by Finance Manager Margaret Moggia.

- District purchased Caselle in 2011.
- Staff participated in demos of two new systems.
- New Tyler system would integrate human resources, payroll, and accounts payable/receivable functions. System also has real time updates, and a repository of financial records that eliminates the need for monthly scanning.
- This item was brought to the October 2, 2024 Finance Committee meeting. Committee had concerns over the cost of the system. Staff negotiated approximately a 15% discount.
- Director Gutow asked for a comparison of the system the Town currently has versus the proposed system.

Director Porter made a motion to approve the software license agreement with Tyler Technologies Inc. for financial software implementation with one-time implementation costs of \$100,269 and annual license fee, authorize the General Manager to execute the software license with Tyler Technologies Inc. for financial software implementation and annual license fee and authorize the General Manager to execute any additional change orders for Tyler Technologies Inc., Inc. up to 15% of the implementation costs of \$100,269.

Director Graves seconded.

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

F. MANAGER'S REPORT

None.

G. GENERAL MANAGER'S REPORT

1. Workplace Violence Prevention training for staff will occur on November 21, 2024.

H. DIRECTOR REPORTS

1. Water & Wastewater Committee held a special meeting. Joshua Dean with Mobile Modular presented the new District Office building. This item will be brought to the December 4, 2024 Board of Directors meeting.
2. Proposed apartment complex on Discovery Bay Blvd.
 - Vice-President Graham spoke with planners at the County to get an update.
 - USA Properties has submitted a permit with the County. There is a 30-day review period.

I. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Con Fire – November 5, 2024 (Director Carolyn Graham).

J. CORRESPONDENCE

None.

K. LEGAL REPORT

None.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

1. Adjourned at 8:03p.m. to the next Regular Meeting of the Board of Directors on December 4, 2024 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.