



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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday November 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 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)

No Public Comment.

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 1, 2023.
2. Approve Register of District Invoices.
3. Approve the Cancellation of the January 3, 2024, Regular Board of Directors Meeting.

Vice President Callahan 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. Envision Contra Costa 2040 Public Review Draft General Plan and Climate Action Plan. Contra Costa County Dept. of Conservation & Development.

Presented by Emily Groth, Planner with the Contra Costa County Department of Conservation and Development and Will Nelson, Principal Planner with Contra Costa County.

- Plan development began in 2018.
- Draft General Plan has been released for public comment. Comments are accepted through January 31, 2024.
- Four themes are present throughout the General Plan: Sustainability, Economic Development, Environmental Justice and Community Health.
- Estimated adoption date of August 2024.

2. Veolia Presentation.

Presented by Anthony Harper, Project Manager for Veolia.

- Well 7 is still down. Repairs are set to be done in the first week of December.
- Well 5 is in standby status.

- There were zero water quality complaints.
- No hydrant flushing in October 2023.
- Lift station Y is now online.
- Conductivity is below the annual allowable average.
- There were no violations noted on the State of California Wastewater Inspection that took place earlier in the week.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Purchase and Installation of New Audio-Video Equipment for the Town of Discovery Bay Board Room.

Presented by Assistant General Manager Allan Cantando.

- Staff received three quotes for a new audio video system.
- Lowest bid was from AV Structural at \$31,250.54.

Director Graves made a motion to accept staff recommendation to approve the purchase and installation of the new audio-video (“AV”) equipment from AV Structural for the Town of Discovery Bay board room. Director Graham seconded.

Vote: Motion carried – AYES: 3 – Graves, Gutow, Graham , NOES: 2 – Porter, Callahan, ABSTAINED: 0, ABSENT: 0

2. Discussion and Possible Action to Approve the Purchase and Installation of Security Fencing at the Two Cornell Park Bathrooms.

Presented by Assistant General Manager Allan Cantando.

- The bathrooms at Cornell Park have been vandalized multiple times.
- Staff is proposing adding a fence to deter individuals from accessing the bathrooms.
- The Board stressed the need for bathrooms to be locked after hours.

Public comment:

- The speaker suggested looking into self-locking doors with timers for the facility.

Vice President Callahan made a motion to accept staff recommendation to approve the purchase of security fencing at the two Cornell Park bathrooms along with posted notice of locking of the building after hours of operation.

Director Gutow seconded.

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

3. Public Hearing. Discussion and Possible Action to Waive Second Reading and Adopt Ordinance No. 26 Amending Parking Restrictions at Cornell and Ravenswood Parks and the Discovery Bay Community Center.

Presented by Assistant General Manager Allan Cantando.

Allan Cantando opened the Public Hearing. Staff recommends waiving the second reading and adopting Ordinance No. 26 amending parking restrictions at Cornell and Ravenswood Parks and the Discovery Bay Community Center.

Vice President Callahan made a motion to accept staff recommendation to waive second reading and adopt Ordinance No. 26 amending parking restrictions at Cornell and Ravenswood Parks and the Discovery Bay Community Center.

Director Graham seconded.

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

F. MANAGER'S REPORT

1. Diffuser Update.

Presented by Anthony Harper, Project Manager with Veolia.

- In the last one to two years, the Town has been faced with a clogged, broken outfall.
- Last year the Town researched ways to remedy the situation.
- Last week, after multiple attempts, they were able to break through the blockage which was due to muscle shells.
- Veolia will continue to clean out the pipe on a more regular basis in the future.

G. GENERAL MANAGER'S REPORT

None.

H. LEGAL REPORT

None.

I. FUTURE AGENDA ITEMS

- Director Graham would like to add an item in the future addressing the soundwalls and fencing around Discovery Bay.

J. ADJOURNMENT

1. Adjourned at 8:18p.m. to the next Regular Meeting of the Board of Directors on December 6, 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."

"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."