



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-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 STANDING INTERNAL OPERATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, February 1, 2023
3:30 P.M. – 4:30 P.M.**

Internal Operations Committee Members

Michael Callahan
Kevin Graves

A. ROLL CALL

1. Business meeting called to order 3:30 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 DRAFT minutes of December 7, 2022, Internal Operations Committee Meeting.

Vice-Chair Graves made a Motion to Approve the December 7, 2022, Draft Minutes.

Chair Callahan seconded.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

None.

E. DISCUSSION ITEMS

1. Discussion Regarding Establishing Chair and Vice-Chair.

Chair will be Michael Callahan. Vice-Chair will be Kevin Graves. Positions will switch January of 2024.

2. Discussion Regarding Draft Vehicle Use Policy.

Presented by Assistant General Manager, Allan Cantando.

- Policy was last updated in 2013.
- Committee discussed the subject of drivers being additionally insured.
- Committee discussed the subject of using vehicles as cooling/heating stations.

Committee recommends bringing the item to a future Board of Directors Meeting.

3. Discussion Regarding East County Water Management Agreement.

Presented by General Manager, Dina Breitstein.

- East County Water Management proposes Amendment #2 stating that a General Manager may vote in the absence of a Board Member.

Committee recommends bringing this item to a future Board of Directors Meeting.

F. FUTURE DISCUSSION/AGENDA ITEMS

None.

G. ADJOURNMENT

1. Meeting adjourned at 3:45 p.m. to the next Standing Internal Operations Committee meeting on April 5, 2023, at the Community Center located at 1601 Discovery Bay Boulevard.

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