



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



PLATINUM LEVEL

SDLF Platinum-Level of Governance

President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday October 1, 2025 7:00 P.M.

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Director Graves 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)

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 September 17, 2025.

Director Gutow made a motion to approve the Consent Calendar.

Director Belcher seconded.

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

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
None.

2. Sheriff's Office Report.

Lt. White Presented the September 2025 report.

- There were 337 calls for service.
- There were six arrests.
- Vandalism of over \$400,000 occurred in the Century Community Development. Juvenile suspects were identified.
- Officers conducted 20 stops of e-bike riders.
- There is a Town Hall being held on October 22, 2025 at Excelsior Middle School.

3. Contra Costa County Fire Protection District Report.
None.

4. Contra Costa County Code Enforcement.
None.

E. MUNICIPAL ADVISORY COUNCIL

None.

F. PRESENTATIONS/UPDATES

None.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action on Audited Financial Statements for Fiscal Year 2024-2025 Ending June 30, 2025.

Finance Manager Margaret Moggia introduced Tiffany Fung of Clifton Larsen Allen LLP.

- The audit partner presented the results of the financial audit for the period ending June 30, 2025. Overall, the audit received a clean or unmodified audit opinion. The audit resulted in restatement of financing activity between funds and recommendation to improve internal controls around the posting of journal entries. In addition, the auditor shared there were no accounting policies by the District and no difficulties in performing the audit.

This item was presented at the Finance Committee, and committee supported bringing item to full Board of Directors for a vote.

Director Graves made a motion to accept staff recommendation.

Director Porter seconded.

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

2. Discussion and Possible Action on Sand Point Crossing Pipeline Project and Resolution No. 2025-12 Adopting CEQA Exemptions and Directing Filing of the Notice of Exemption.

Presented by Project Manager Mike Yeraka.

- The existing 8-inch underwater pipeline between Sand Point Court and Newport Lane is undersized, creating a hydraulic bottleneck when either the Willow Water Treatment Plant (WTP) or Newport WTP is offline.
- The existing pipeline under Newport Bay is proposed to be replaced with a 12-inch High Density Polyethylene (HDPE) pipeline installed via horizontal directional drilling (HDD).
- Staff is requesting the Board adopt Resolution No. 2025-12, which approves the Notice of Exemption, authorizes the project to proceed, and directs staff to file the Notice of Exemption as necessary.

This item was presented at the Water & Wastewater Committee, and committee supported bringing item to full Board of Directors for a vote.

Director Porter made a motion to accept staff recommendation.

Director Belcher seconded.

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

3. Discussion and Possible Direction Regarding Town of Discovery Bay Ballots for the Proposed Reclamation District 800 Annual Maintenance and Capital Assessment.

General Manager Dina Breitstein introduced Reclamation 800 Public Outreach Consultant Kimberly Floyd.

- Reclamation District 800 is proposing a new annual property assessment to fund flood protection, water circulation, drainage, and bay access services within the Byron Tract, which includes Discovery Bay.
- The proposed assessment is projected to generate \$1.57 million annually beginning in FY 2026–27.
- If approved, the new assessments will appear on property tax bills starting in fall 2026 and will fund levee maintenance, water circulation projects, drainage improvements, and bay access facilities.

Public Comment:

- The speaker stated that FEMA would require residents to obtain flood insurance if levees are not maintained.

Director Graves made a motion to vote “Yes” on all 30 ballots.

Director Porter seconded.

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

H. MANAGER’S REPORT

None.

I. GENERAL MANAGER’S REPORT

None.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

a. Finance Committee Meeting (Committee Members Kevin Graves and Ashley Porter) October 1, 2025.

- The committee discussed the bi-monthly finance report and audit item that was presented at the Board of Directors meeting.

b. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Carolyn Graham) October 1, 2025.

- The committee discussed the Sand Point Crossing Pipeline Project.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

L. CORRESPONDENCE

1. Contra Costa County Public Works Department – July 15, 2025.

2. Contra Costa County Department of Conservation and Development – July 24, 2025.

3. Contra Costa County Office of Supervisor Diane Burgis – September 19, 2025.

M. LEGAL REPORT

None.

N. FUTURE AGENDA ITEMS

None.

O. ADJOURNMENT

1. Adjourned at 7:36p.m. to the next Regular Meeting of the Board of Directors on October 15, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505.