



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



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

### MINUTES OF A SPECIAL BUDGET MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Thursday, May 16, 2024 3:00 P.M.

#### SPECIAL MEETING 3:00 P.M.

##### A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order 3:00 p.m.
2. Director Graves let the Pledge of Allegiance.
3. Roll Call was taken, and all members were present with the exception of President Callahan who was absent.

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

1. Speaker mentioned it was difficult to distinguish between zones and funds while reading the budget documents.

##### C. BUSINESS AND ACTION ITEMS

1. Discussion Regarding Fiscal Year 2024-25 Proposed Operating Capital and Revenue Budgets.

Presented by Finance Manager Margaret Moggia.

- The District is facing increasing operational costs and capital expenditures.
- Rate study has been postponed due in part to a potential 2024 ballot initiative.
- There were several position changes that have been added to the budget. Creation of a Recreation Programs Coordinator and Landscape Coordinator. A Senior Account Clerk position will replace Accountant.
- Operating expenses include consultants, contract operations, facility maintenance, utilities, debt service, administrative costs.
- District provides service to three County Zones which are fully reimbursed by Contra Costa County.
- Zone 8 – estimated increase on Ad Valorem (Secured Property Tax).
- Annual debt service is \$539K for Water and \$1.79M for Wastewater.
- FY 2024-2025 Water CIP: Complete Well 8, Complete Marina UW Crossing Admin. Building and Mainline Pipeline.
- FY 2024-2025 Wastewater CIP: Admin. building, equipment purchases, security at WWTP.
- FY 2024-2025 Zone 8 CIP: Discovery Bay Entrance Sign, Community Center upgrades, Cornell Park play structure.
- FY 2024-2025 Zone 9 CIP: Ravenswood Park splash pad, landscape enhancements on Poe Dr.
- Final Draft of the budget will go to the Finance Committee on June 5, 2024.
- Public Hearing and consideration for Budget Adoption is scheduled for the June 19, 2024 Board of Directors Meeting.

Public Comment:

- The speaker inquired about the funding sources for the new administration building.

##### D. ADJOURNMENT

1. Adjourned at 4:41p.m. to the next Regular Meeting of the Board of Directors on June 5, 2024 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.