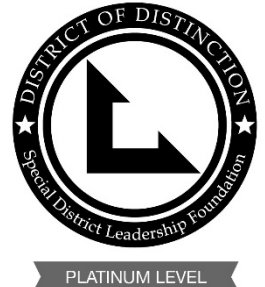




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, December 17, 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. Vice President Gutow led the Pledge of Allegiance.
3. Roll Call was taken and all members were present with the exception of President Graham who was absent.

B. RECOGNITION

1. Award Presented to Board President Carolyn Graham.

Item was skipped due to President Graham's absence.

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

None.

D. 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 19, 2025.
2. Monthly Disbursement Report – November 2025.
3. Approve Board and Management Attendance at the 2026 Annual Discovery Bay Chamber of Commerce State of the Town Event.
4. Approve the Storage Space Lease Agreement between the Town of Discovery Bay and the Discovery Bay Lions Club.
5. Elect Board Officers for Calendar Year 2026 – Bryon Gutow President and Kevin Graves Vice-President.

Vice President Graves made a motion to approve the Consent Calendar.

Director Belcher seconded.

Vote: Motion carried – AYES: 4 – Gutow, Graves, Porter, Belcher, NOES: 0, ABSTAINED: 0,

ABSENT:1 – Graham.

E. MUNICIPAL ADVISORY COUNCIL

1. Discussion and Possible Recommendation to Contra Costa County on Agency Comment Request CDDP25-03033.

Presented by Assistant General Manager Stephen Griswold.

- Applicant requests a deviation to the P-1 standards of CDDP80-03016 to allow a 10'6" aggregate side yard setback (where 15 feet is the minimum required) to rebuild an existing deck like-for-like to meet new building requirements.

Vice President Graves made a motion that the Board have no comment on this item.

Director Porter seconded.

Vote: Motion carried – AYES: 4 – Gutow, Graves, Porter, Belcher, NOES: 0, ABSTAINED: 0,

ABSENT:1 – Graham.

F. PRESENTATIONS

1. Veolia Presentation.

Presented by Veolia Project Manager Anthony Harper.

- Data was presented for October and November 2025.
- 882 safe working days through November 2025.
- Well 5 will be officially abandoned on December 19, 2025.
- Willow WTP Filters A and C are offline. Filter 1 was built in anticipation of the end of media life of filters A and C.
- Zero customer complaints.
- Zero sewer overflows.

G. DISCUSSION AND POSSIBLE ACTION

None.

H. MANAGER'S REPORT

None.

I. GENERAL MANAGER'S REPORT

Presented by General Manager Dina Breitstein.

- Managers had a very productive Managers Retreat in early December.
- GM Breitstein wished the Board and public a safe and happy holiday season.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

a. SPECIAL Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Carolyn Graham) December 17, 2025.

- Veolia gave a maintenance update on the SL Rat testing that was conducted.

b. Administration Office Building Ad Hoc Committee Meeting (Committee Members Kevin Graves and Ashley Porter) December 15, 2025.

- The committee discussed permitting delays and new Board Room audio visual design plan.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

L. CORRESPONDENCE

None.

M. LEGAL REPORT

None.

N. FUTURE AGENDA ITEMS

None.

O. ADJOURNMENT

1. Adjourned at 7:23p.m. to the next Regular Meeting of the Board of Directors on January 21, 2026 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505.

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