



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**RESOLUTION 2022-07A**

**RESOLUTION OF THE TOWN OF DISCOVERY BAY BOARD OF DIRECTORS  
ESTABLISHING A DISTRICT OFFICE PLANNING AD HOC COMMITTEE TO  
DEVELOP OPTIONS FOR ACQUIRING OR BUILDING A FUTURE DISTRICT  
OFFICE**

**WHEREAS**, the Town of Discovery Bay Community Services District (the “Town”) Board of Directors (the “Board”) has acknowledged that the Town’s current District Office located at 1800 Willow Lake Road, Discovery Bay, California (the “District Office”) needs to be moved to a different site in the future; and


**WHEREAS**, Section 2, of Article IV of the Town’s Bylaws provides that the Board may establish Ad Hoc Committees that may become necessary from time to time by Resolution of the Board; and

**WHEREAS**, the Town’s Board desires to form an ad hoc committee to provide input to and work collaboratively with the Town’s staff in developing options, a staff report, and committee recommendation related to options for acquiring or building a future District Office for the entire Board to consider.

**NOW THEREFORE, BE IT RESOLVED, BY THE TOWN OF DISCOVERY BAY BOARD OF DIRECTORS, AS FOLLOWS:**


1. **Recitals**. The above recitals are true and correct and incorporated herein by reference.
2. **District Office Planning Ad Hoc Committee**. In accordance with Section 2, of Article IV of the Town of Discovery Bay Community Services District Bylaws, the Town’s Board of Directors hereby establishes the District Office Planning Ad Hoc Committee to carry out the following efforts:
  - a. The title of the committee shall be the “District Office Planning Ad Hoc Committee”.
  - b. The District Office Planning Ad Hoc Committee shall be an ad hoc committee comprised of no more than two (2) members of the Board, the General Manager, and assisted by Town staff that may be required to carry out the functions of the District Office Planning Ad Hoc Committee.
  - c. The members of the District Office Ad Hoc Committee shall be Board President Kevin Graves and Director Bryon Gutow. The members of the District Office Planning Ad Hoc Committee shall select a Chairperson.

- d. The District Office Planning Ad Hoc Committee shall conduct itself consistent with all applicable Policies of the Town, and in accordance with California law.
  - e. The scope of the District Office Planning Ad Hoc Committee functions shall include the following:
    - i) Investigate and develop options to be considered by the entire Town Board of Directors for acquiring or building a future District Office.
    - ii) Provide recommendations and input regarding options for acquiring or building a future District Office in collaboration with Town staff in furtherance of formulating a staff report and Committee recommendation for the entire Board to consider.
  - f. No other power of the Town's Board of Directors, whether express or implied, is delegated to the District Office Planning Ad Hoc Committee.
  - g. The District Office Planning Ad Hoc Committee shall meet as necessary to carry out its purpose and shall dissolve automatically by December 31, 2022, unless otherwise extended or dissolved by the Board prior thereto.
3. **No Invalidation of Prior Lawful Actions.** Adoption of this Resolution shall not be construed as to invalidate any prior lawful action taken by any previously existing committee of the Town, nor any subsequent lawful action taken by the Board thereupon.
4. **Effective Date.** The provisions of this Resolution shall take effect immediately upon adoption.

  
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Kevin Graves  
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on March 2, 2022, by the following vote of the Board:

AYES: 5  
NOES: 0  
ABSENT: 0  
ABSTAIN: 0

  
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Dina Breitstein  
Board Secretary