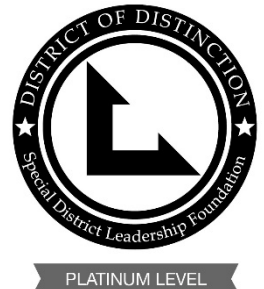




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

**NOTICE OF THE MEETING
OF THE COMMUNICATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday July 6, 2022, 3:30 P.M.**

**NOTICE
Coronavirus COVID-19**

In response to the current proclaimed State of Emergency, indoor masking requirements, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors will take all actions necessary to carry out the intent and purpose of AB 361, including, ensuring that the Directors and meeting attendees may continue to have the option to access and participate in this public meeting by teleconference to avoid imminent risks to the health or safety of the Directors and meeting attendees.

To accommodate the public during this period of time, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically or in person.

TO ATTEND IN PERSON: The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard.

TO ATTEND BY WEBINAR:

Please register for the Communications Committee by: (Copy and paste into your browser the registration URL. You will then be directed to download the webinar to your device and register with LogMeIn, Inc.)

Registration URL: <https://attendee.gotowebinar.com/register/412361264950610447>
Webinar ID# 452-230-139

After registering, you will receive a confirmation email containing information about joining the webinar by computer or by phone.

For listen only mode dial: +1 (631) 992-3221 ID# 365-579-153

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

Communications Committee Board Members

*Chair Carolyn Graham
Vice-Chair Michael Callahan*

A. ROLL CALL

1. Call business meeting to order 3:30 p.m.
2. Roll Call.

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

During Public Comments, the public may address the Committee on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Committee for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Committee only. Any clarifying questions

from the Committee must go through the Chair. Comments from the public do not necessarily reflect the viewpoint of the Committee.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Communications Committee DRAFT Meeting minutes from March 2, 2022.

D. PRESENTATIONS

1. None.

E. COMMUNICATIONS UPDATE

1. Supervisor Burgis Sponsored Food Safety Class – July 16, 2022, at the Community Center.

F. DISCUSSION ITEMS

1. Townhall Event Recap.
2. Chamber of Commerce Points of Interest Pamphlet.
3. Viewership Statistics for Town's Website & Social Media.
4. Board Letter to Supervisor Regarding Assistance with Transient Occupancy Problems.
5. Future "By the Pool" Board Meeting.

G. FUTURE AGENDA ITEMS

H. ADJOURNMENT

1. Adjourn to the next Standing Communications Committee meeting on September 7, 2022, at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

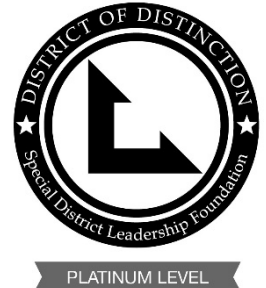
"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

MINUTES OF THE REGULAR MEETING OF THE COMMUNICATIONS COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday March 2, 2022, 3:30 P.M.

Communications Committee Board Members

*Chair Carolyn Graham
Vice-Chair Michael Callahan*

A. ROLL CALL

1. Call business meeting to order 3:30 p.m. – By Vice Chair Callahan
2. Roll Call – All present. Chair Graham attended telephonically.

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

None.

C. DRAFT MINUTES TO BE APPROVED

1. November 3, 2021 Communications Committee DRAFT meeting minutes – Approved.

D. PRESENTATIONS

None.

E. COMMUNICATIONS UPDATE

None.

F. DISCUSSION ITEMS

1. Meet the General Manager Invite Agencies to Join (Coffee at Callahan's).
General Manager Breitstein will send an invitation to Fire Dept, Sheriff Dept, and other local agencies to join her for a casual 'Meet the GM' event. General dates in April 2022 were provided to the Committee. No date is set at this time for this event.
2. Discussion Regarding Hosting a Chamber Mixer Event at the Community Center.
General Manager Breitstein reported to the Committee that she attended her first Discovery Bay Chamber of Commerce meeting last week. GM Breitstein asked the Committee to bring this matter back to the Board at a later time to request a budget to host a Chamber Mixer event at the Community Center. Event will be held outdoors in the courtyard with some light refreshments. Tentative date of September 27, 2022 has been calendared to host this event. GM Breitstein also reported that she officially joined the Discovery Bay Lion's Club.

G. FUTURE DISCUSSION/AGENDA ITEMS

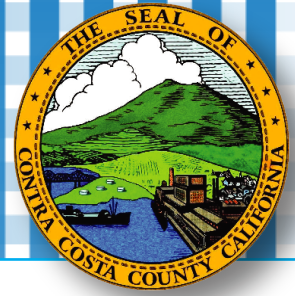
None.

H. ADJOURNMENT

1. The meeting adjourned at 3:38pm to the next Standing Communications Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

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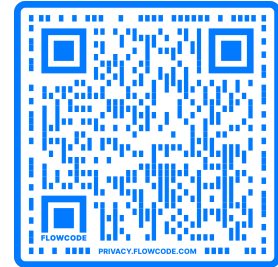
HOSTING A FOOD FUNDRAISER? FEEDING THE COMMUNITY?



Learn how to host your food event safely.

FREE CLASS!

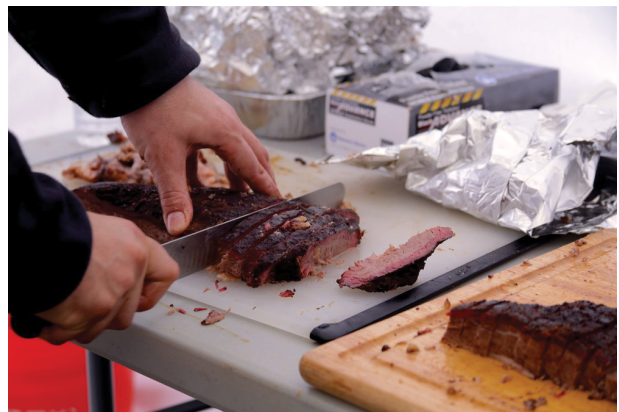
Discovery Bay Community Center
1601 Discovery Bay Blvd. Discovery Bay, Ca.
July 16, 2022 - 10:00 AM



In this seminar, we will discuss:

- Do we need a permit for our event?
- Overview of food vendor requirements
- Event coordinator responsibilities
- How to label your booth
- Sanitation requirements
- Inspection and permits
- Application process
- Are fees required?
- Where can we find the forms?
- What if we call it a "Private Event"?

Register for event at:
shorturl.at/uDW69



For More Information:
Dawn.Morrow@bos.cccounty.us
925-655-2330