



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**NOTICE OF THE REGULAR MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
WEDNESDAY, APRIL 19, 2017
STANDING PARKS AND RECREATION COMMITTEE REGULAR MEETING 3:30 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Parks and Recreation Committee Members

*Chair Chris Steele
Vice-Chair Bill Pease*

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 Committee's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time that item is before the Committee for consideration. Any person wishing to speak must come up to the designated location. There will be no dialog between the Committee and the commenter. Clarifying questions must go through the Committee.

C. APPROVED MINUTES

1. February 15, 2017 Parks and Recreation DRAFT meeting minutes.

D. DISCUSSION ITEMS

1. Revised language for Policy 013 Park and Facility Usage and Rental related to the Insurance in section III. Reservation Requirements.
2. Discussion regarding repair or replacement of the Ravenswood Play Structure.
3. Discussion regarding removal and replacement of the Split Rail Fencing at Cornell Park.
4. Discussion regarding the purchase and installation of the Containment Building for Pool Chemicals.
5. Update related to various recreation classes, participation and revenue.
6. Discussion regarding the Community Center Swimming Pool; leak solution, update on heater and filter system cover.
7. Discussion regarding an update related to Red Cross Training.
8. Discussion regarding the Landscape Zone transfer plan from Contra Costa County to the Town of Discovery Bay.
9. Discussion regarding the current and planned Capital projects for each District.
10. Discussion regarding the maintenance and improvement projects for Highway 4 frontage, Discovery Bay Boulevard entrance, and Clipper Drive.

E. FUTURE DISCUSSION/AGENDA ITEMS

F. ADJOURNMENT

1. Adjourn to the next Standing Parks and Recreation Committee meeting 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 twenty-four 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."



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President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
WEDNESDAY, FEBRUARY 15, 2017
STANDING PARKS AND RECREATION COMMITTEE REGULAR
MEETING 3:30 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Parks and Recreation Standing Committee Board Members

*Chair Chris Steele
Vice-Chair Bill Pease*

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 3:30 P.M. – by Chair Steele
2. Roll Call – All Present

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

None

C. APPROVED MINUTES

None

D. DISCUSSION ITEMS

1. Set Parks and Recreation Standing Committee meeting dates
 - Parks and Recreation Committee meeting scheduled for the third Wednesday of every other month beginning at 3:30 p.m.
2. Establish Bylaws for the Parks and Recreation Standing Committee
 - Parks and Recreation Committee Bylaws established
 - Parks and Recreation Standing Committee Chair and Vice-Chair established for 2017 – Chair Steele and Vice-Chair Pease
3. 2017 Aquatics Programming/Planning Review
There was discussion regarding the 2017 Aquatics Programming/Planning regarding safety, hiring a Swimming Pool Supervisor, recruiting plan for hiring a full service staff.
4. Community Garden Revitalization
There was discussion related to establishing a garden for the Community Center.
5. 2017 Calendar of Community Centers Review
There was discussion regarding the 2017 calendar for the large events. Comments made related to charging for events, law enforcement for parking and signage. Other groups renting the facility take care of the logistics (traffic, parking, and alcohol permit). There was discussion regarding a concession stand for Friday Night Movies in the Park and possibly a fundraising event for the River Otters.

Update regarding the Community Center Pool related to:

- Pool is compliant with Health Department Standards
- Shed installed this year for storage for the swim team and for the pool furniture
- ADA Chair purchased for the pool

6. Explore revenue for light and landscaping improvements
There was discussion regarding the deterioration of light poles and the need for replacement. Suggestion is to complete the Budget and have the Finance Committee work on the type of funding for lighting. There is also an issue with tracking specific items and part of the problem is the software that is used in the Finance Department.

General Manager stated to schedule a meeting with finance to obtain more efficient reporting and separating the Community Center costs.

The discussion continued regarding the lighting replacement and to establish a Master Plan once the Budget is complete.

7. Discuss Committee Calendar
The February 15th staff report from the regular board meeting agenda packet was provided related to the Parks and Recreation Calendar. There was discussion regarding those groups that were "Grandfathered" in and to eventually/sometime in the future, charge those groups for the use of the Community Center.

E. FUTURE DISCUSSION/AGENDA ITEMS

- River Otters to be self-sustaining by 2018 – complete their 501C
- Pet (Dog) adoption on a Saturday and to possibly use the Community Center or Cornell Park

There was discussion regarding the Dog Park at the Community Center and the possibilities of a Dog Park on the West Side of Town.

F. ADJOURNMENT

1. The meeting adjourned at 4:32 p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 02-27-17

<http://www.todb.ca.gov/agendas-minutes>