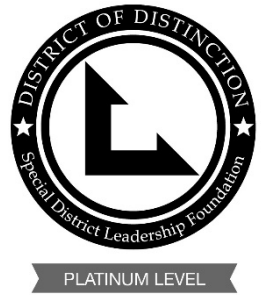




TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Platinum-Level of Governance

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

**NOTICE OF THE REGULAR MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, September 6, 2023, 4:30 P.M.**

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

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

TO ATTEND BY ZOOM WEBINAR: <https://us06web.zoom.us/j/83080753986>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 830 8075 3986

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

Parks and Recreation Committee Members

Chair Bryon Gutow

Vice-Chair Michael Callahan

A. ROLL CALL

1. Call business meeting to order 4:30 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 members.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Parks and Recreation DRAFT Meeting minutes of July 5, 2023.

D. PRESENTATIONS

E. UPDATES

1. Cornell Park Projects.

F. DISCUSSION

1. Discuss Cornell Park Bathrooms.
2. Discuss Uplighting at Discovery Bay Boulevard at Highway 4.
3. Discuss Community Center Parking Lot Issues.
4. Discuss Resurfacing of Cornell Park Tennis Courts, Wall Ball Court, and Slifer Park Basketball Court.
5. Discuss the Purchase of a Sit-Down Lawn Mower.
6. Discuss Paws on Parade.

G. FUTURE DISCUSSION/AGENDA ITEMS

H. ADJOURNMENT

1. Adjourn to the next Standing Parks and Recreation Committee meeting on November 1, 2023, 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



PLATINUM LEVEL

SDLF Platinum-Level of Governance

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

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday, July 5, 2023, 4:30 P.M.

Parks and Recreation Committee Members

Chair Bryon Gutow

Vice-Chair Michael Callahan

A. ROLL CALL

1. Called business meeting to order 4:30 p.m.
2. Roll Call was taken, and all members were present.

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

- The speaker wanted to re-mark lines on the tennis courts. He would like this as a future agenda item.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Parks and Recreation DRAFT Meeting minutes of May 3, 2023.

Vice-Chair Callahan made a motion to approve the Parks and Recreation DRAFT Meeting minutes of May 3, 2023.

Chair Gutow seconded the motion.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED: 0, ABSENT: 0.

D. PRESENTATIONS

None.

E. UPDATES

1. Lighting at the Entrance of Discovery Bay Boulevard Update.

Presented by Assistant General Manager Allan Cantando.

- The uplighting at the entrance to Discovery Bay needs replacing. Two quotes were received. Project was quoted at approximately \$12,000- \$13,000.
- There are challenges in replacement due to old electrical wiring.
- Staff is awaiting a third quote.

2. Wall Ball Update.

Presented by Assistant General Manager Allan Cantando.

- The Eagle Scouts will begin construction on July 15th.

Public Comment:

- The first speaker asked what type of wood will be used in the project. He stated he had people that were willing to contribute funds to the project.
- The second speaker requested to place both tennis and pickleball lines on the wall.

Chair Gutow inquired about the work being done by the Corps on Clipper Drive. He had concerns about the lack of activity. Staff already had plans to address this matter with the Corps.

Chair Gutow requested additional updates. AGM Cantando listed the updates that will be mentioned at the Board of Directors Meeting:

- Townwide palm tree trimming.
- Backflow replacement at Regatta Park.
- Regatta Park playground installation is complete.
- Regatta sign at Regatta and Bixler got permitted through the County.
- Cornell Park work is ongoing.
- Conservation Corps will have two crews working on weeds and streetscape.
- Path from Newport to Safeway will be worked on in the next few days.
- Concrete fencing in Zone 9.

F. DISCUSSION

1. Discussion of Installation of Shade Cover at Community Center Pickleball Court.

Presented by Assistant General Manager Allan Cantando.

- The Pickleball Club would like to install a shade cover at the Pickleball Courts. Shade structure would match the existing shade cover at the site.
- The Pickleball Club will pay for the majority of the project. The Town would cover the additional monies needed to cover prevailing wage.
- Town share would be approximately \$2400.00.
- The Pickleball Club plans to cover the cost of repairs in the future.
- Committee would like to see the project brought to a future Board of Directors Meeting.

Public Comment:

- The first speaker stated she was tired of having to set up the pop-ups at the courts.
- The second speaker questioned why the Boy Scouts can do projects without the same restrictions as the Pickleball Club. Question was referred to legal counsel Andy Pinasco who was attending the meeting online. There was audio difficulty and Legal Counsel Pinasco was unable to answer. General Manager Breitstein will talk with him after the meeting and get an explanation to the Pickleball Club.

G. FUTURE DISCUSSION/AGENDA ITEMS

None.

H. ADJOURNMENT

1. Meeting adjourned at 4:58p.m. to the next Standing Parks and Recreation Committee meeting on September 6, 2023, 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."

















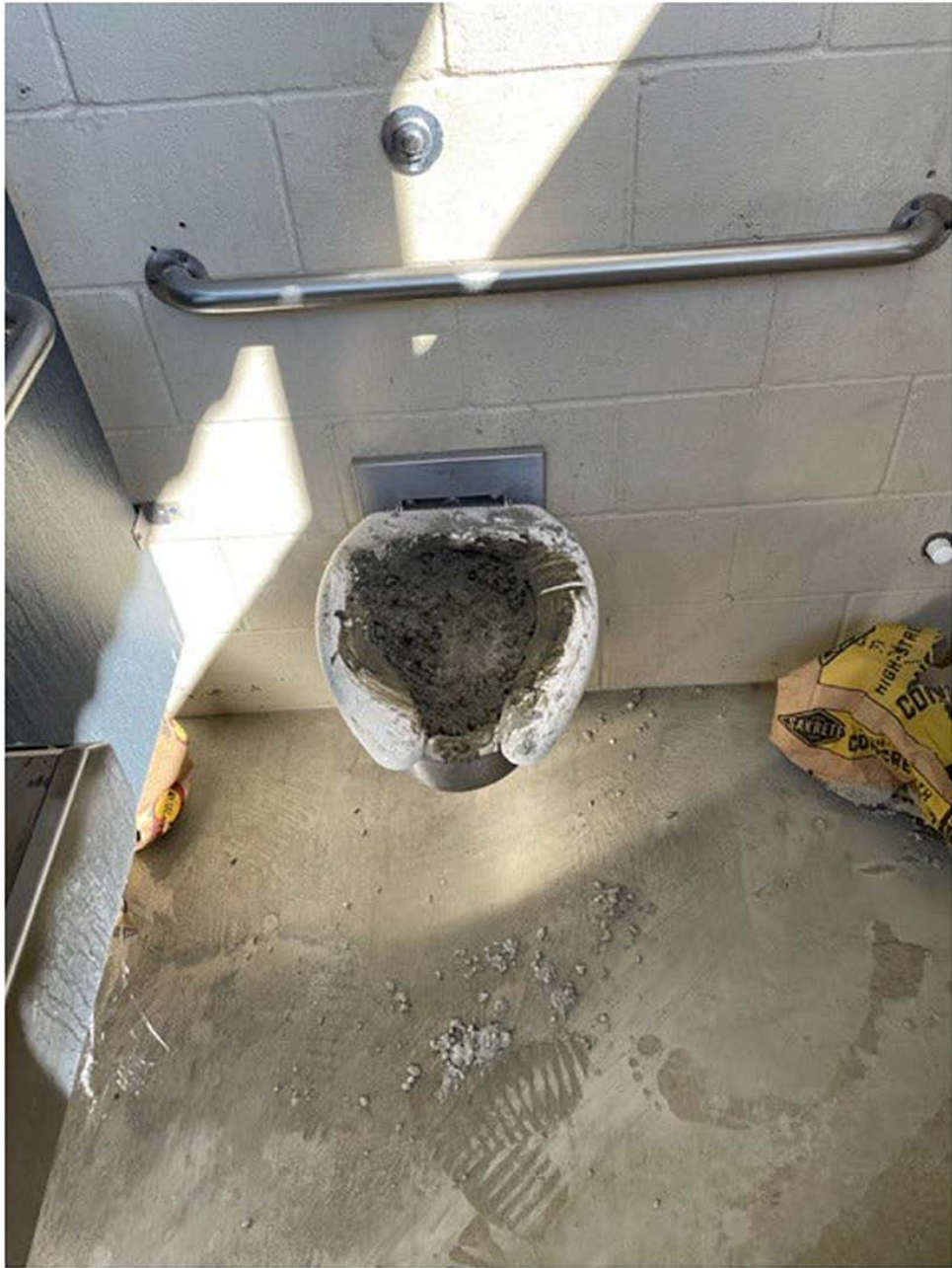


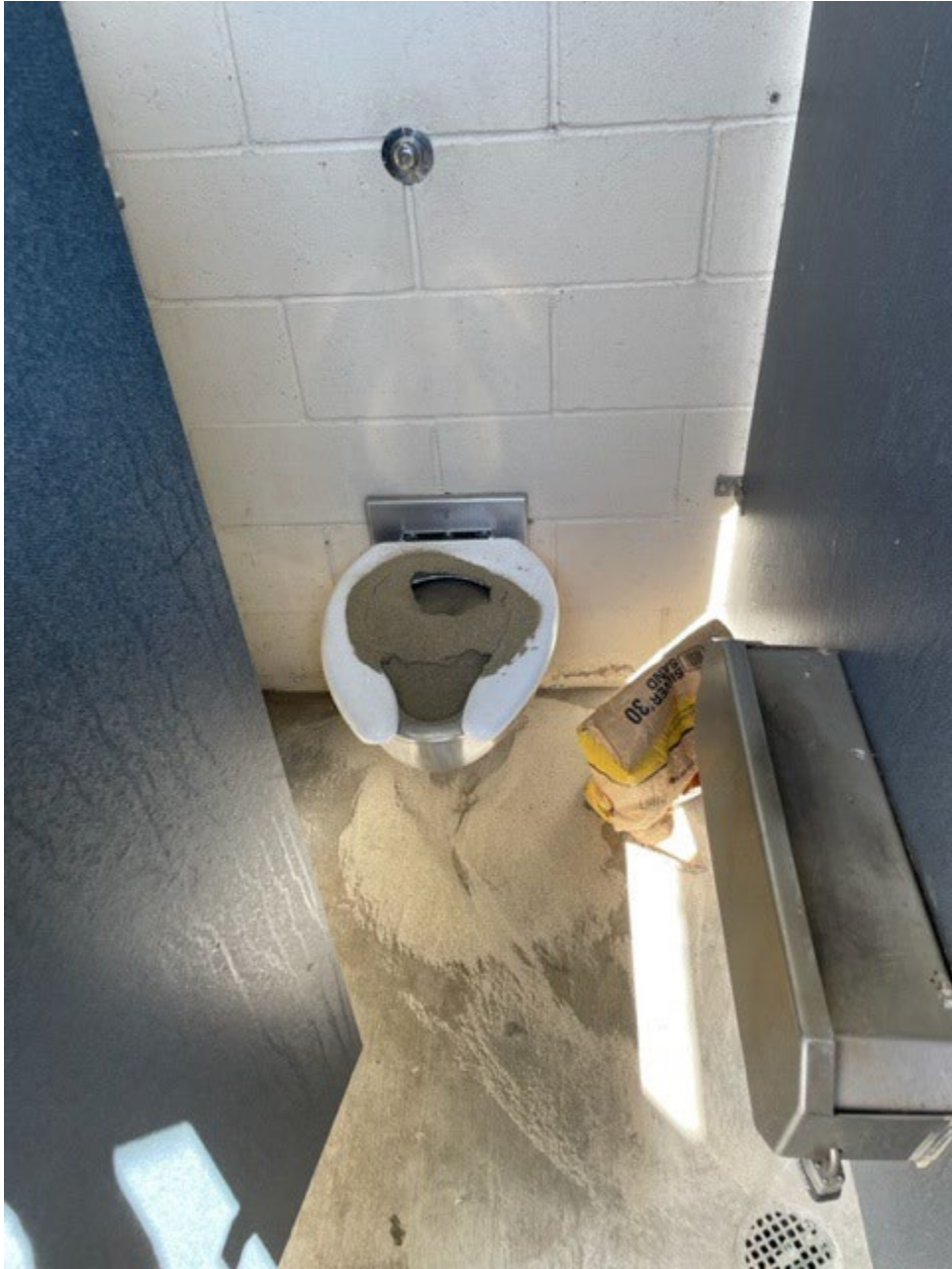




















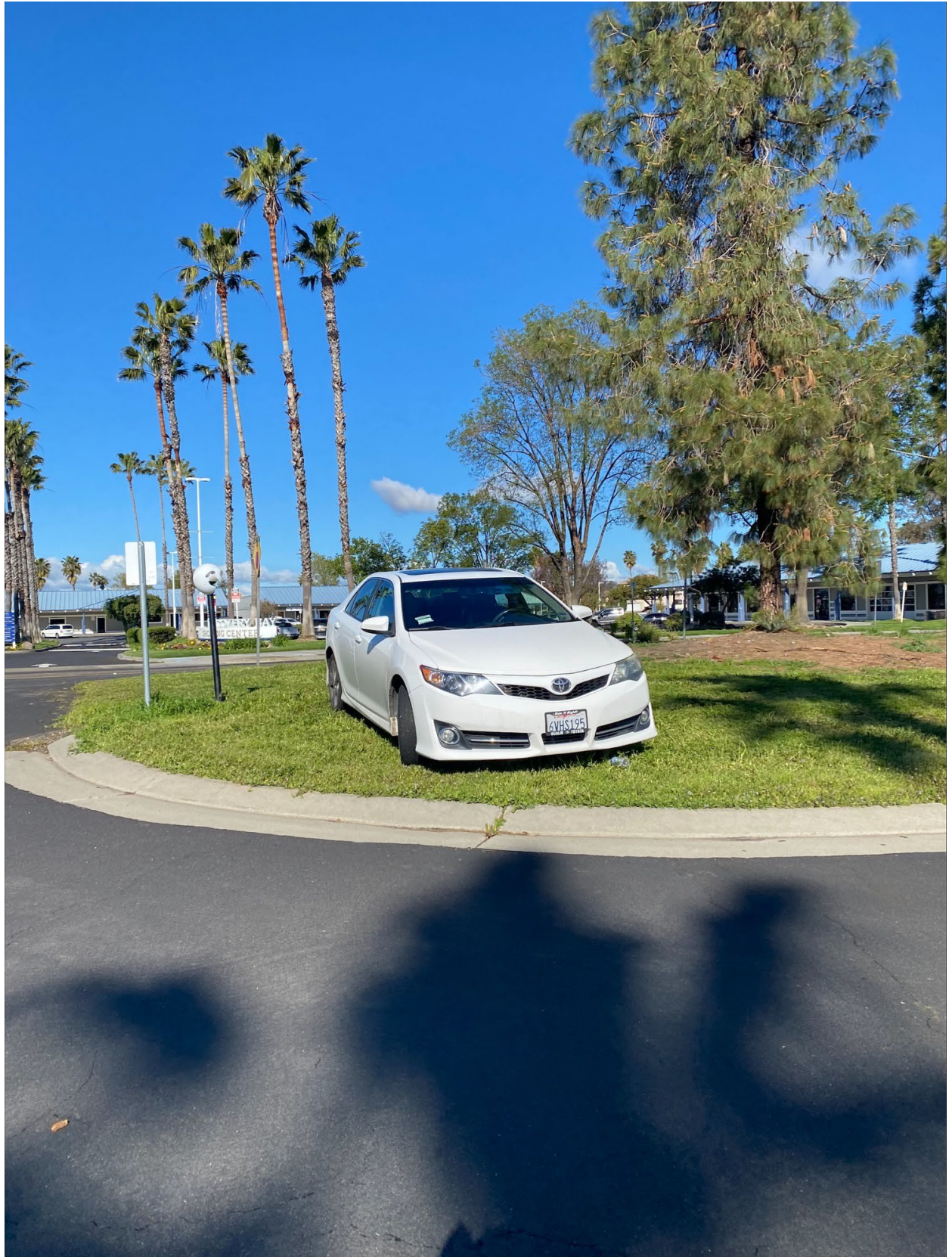














Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date
September 6, 2023

Prepared By: Bill Engelman, Parks and Landscape Manager and Monica Gallo, Recreations Supervisor
Submitted By: Dina Breitstein, General Manager

Agenda Title:

Discussion and Possible Feedback Regarding the Purchase of a New Lawn Mower for the Parks and Landscape Department.

Recommended Action:

Recommend to the Board of Directors to Authorize the General Manager to execute the purchase/sale agreement with Pape Machinery for a new lawn mower for the Parks and Landscape Department.

Executive Summary:

The Parks and Landscape Department has two lawnmowers in its fleet. The District replaced a mower in June of 2015. Though almost ten years old, this mower is currently working fine. The second mower is the oldest in the fleet and no longer functions efficiently or effectively. The constant repairs have become more costly, and the downtime is adversely affecting the work of the landscaping staff. The landscape and maintenance staff have remarkably kept the mower going far beyond its expected lifespan.

Staff requested multiple quotes for the mower and investigated other purchasing options, such as Omnia Partners Group & Cooperative Purchasing. Only two companies responded with quotes, and Omnia had no mower options. The two quotes are attached to this staff report.

Belkorp AG \$20,322.60 plus 15% contingency for sales tax, freight, set up, and MDF.
Pape Machinery \$15,084.4 plus 15% contingency for sales tax, freight, set up, and MDF.

Staff requests the purchase of a new John Deere 72-inch deck mower as a replacement for the old mower.

It is recommended that the Parks and Recreation Committee take the following action:

Recommend to the Board of Directors to Authorize the General Manager to execute the purchase/sale agreement with Pape Machinery for a new lawn mower for the Parks and Landscape Department.

Previous Relevant Board Actions for This Item

Attachments

1. Two quotes

AGENDA ITEM: F5



Selling Equipment

Quote Id: 29481788

| JOHN DEERE Z994R Diesel Commercial ZTrak | | | | |
|---|---|------------|---------------------|-----------------------|
| Hours: | | | | Suggested List |
| Stock Number: | | | | \$ 26,903.28 |
| | | | | Selling Price |
| | | | | \$ 20,322.60 |
| Code | Description | Qty | Unit | Extended |
| 2545TC | Z994R Diesel Commercial ZTrak | 1 | \$ 21,839.00 | \$ 22,930.95 |
| Standard Options - Per Unit | | | | |
| 001A | United States and Canada | 1 | \$ 0.00 | \$ 0.00 |
| 1037 | 24x12x12 Pneumatic Turf Tire for 72" Decks | 1 | \$ 0.00 | \$ 0.00 |
| 1506 | 72 In. 7 IRON PRO™ Side Discharge Mower Deck | 1 | \$ 787.50 | \$ 787.50 |
| 2093 | Fully Adjustable Suspension Seat with Armrests (24" High Back) | 1 | \$ 0.00 | \$ 0.00 |
| Standard Options Total | | | | \$ 787.50 |
| Dealer Attachments | | | | |
| TCB10951 | Mulch Kit (1828.8-mm (72-in.) 7-Iron, 7-Iron II and 7-Iron PRO) | 1 | \$ 501.38 | \$ 501.38 |
| LPA11548 | Sun Canopy | 1 | \$ 198.74 | \$ 198.74 |
| Dealer Attachments Total | | | | \$ 700.12 |
| Value Added Services Total | | | | \$ 0.00 |
| Other Charges | | | | |
| | Freight | 1 | \$ 1,800.00 | \$ 1,800.00 |
| | Setup | 1 | \$ 600.00 | \$ 600.00 |
| | MDF | 1 | \$ 84.71 | \$ 84.71 |
| Other Charges Total | | | | \$ 2,484.71 |
| Suggested Price | | | | \$ 26,903.28 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ -6,580.68 | \$ -6,580.68 |
| Total Selling Price | | | | \$ 20,322.60 |



JOHN DEERE

Selling Equipment

Quote Id: 29519235

Customer Name:

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Pape Machinery, Inc.
793 North 1st Street
Dixon, CA 95620
707-678-2395
agdixon@papemachinery.com

JOHN DEERE Z994R Diesel Commercial ZTrak

Hours:

Stock Number:

Contract: CA L&G 4-07-51-0019A (PG 5F CG 22)

Price Effective Date: February 28, 2020

Selling Price *

\$ 13,960.42

* Price per item - includes Fees and Non-contract items

| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
|--|---|-----|---------------------|-----------|--------------------|---------------------|-------------------------|
| 2545TC | Z994R Diesel Commercial ZTrak | 1 | \$ 18,129.00 | 28.00 | \$ 5,076.12 | \$ 13,052.88 | \$ 13,052.88 |
| Standard Options - Per Unit | | | | | | | |
| 001A | United States and Canada | 1 | \$ 0.00 | 28.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 1037 | 24x12x12 Pneumatic Turf Tire for 72" Decks | 1 | \$ 0.00 | 28.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 1506 | 72 In. 7 IRON PRO™ Side Discharge Mower Deck | 1 | \$ 810.00 | 28.00 | \$ 226.80 | \$ 583.20 | \$ 583.20 |
| 2093 | Fully Adjustable Suspension Seat with Armrests (24" High Back) | 1 | \$ 0.00 | 28.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Standard Options Total | | | \$ 810.00 | | \$ 226.80 | \$ 583.20 | \$ 583.20 |
| Dealer Attachments/Non-Contract/Open Market | | | | | | | |
| TCB10951 | Mulch Kit (1828.8-mm (72-in.) 7-Iron, 7-Iron II and 7-Iron PRO) | 1 | \$ 450.47 | 28.00 | \$ 126.13 | \$ 324.34 | \$ 324.34 |
| Dealer Attachments Total | | | \$ 450.47 | | \$ 126.13 | \$ 324.34 | \$ 324.34 |
| Value Added Services | | | | | | | |
| | PowerGard Protection Plan | 1 | \$ 1,124.00 | | | \$ 1,124.00 | \$ 1,124.00 |
| Value Added Services Total | | | \$ 1,124.00 | | | \$ 1,124.00 | \$ 1,124.00 |
| Total Selling Price | | | \$ 19,389.47 | | \$ 5,429.05 | \$ 13,960.42 | \$ 15,084.42 |