



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



SDLF Platinum-Level of Governance

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

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday, March 6, 2024 4:30 P.M.

Parks and Recreation Committee Members

Chair Michael Callahan

Vice-Chair Bryon Gutow

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)

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve SPECIAL Parks and Recreation DRAFT Meeting minutes of January 17, 2024.

Vice-Chair Gutow made a motion to approve the Parks and Recreation DRAFT meeting minutes of January 17, 2024.

Chair Callahan seconded the motion.

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

D. UPDATES

1. Wall Update.

Presented by Assistant General Manager Allan Cantando.

- The retaining wall at the Community Center is failing.
- Project Manager Mike Yeraka evaluated the situation.
- Staff is getting three quotes to repair the wall.
- RFP is not needed since this project is an emergency repair.

2. Tow Truck Parking Update.

Presented by Assistant General Manager Allan Cantando.

- General Manager has signed a contract with Arrowhead Tow.
- Signage and warnings will be implemented before towing begins.
- Vice-Chair Gutow inquired about removing the roundabout in the parking lot.

3. Parks & Landscape Update.

Presented by Presented by Landscape Manager Monica Gallo.

- The patio project had a delay due to rain. Once dry enough, synthetic turf and boulders will be installed.
- Town purchased a new John Deere mower.
- Clipper Drive bollard lighting has been purchased. Staff is getting installation quotes.
- The Conservation Corps. has started streetscape work on Highway 4 west of Bixler.
- Poe Drive has been cleaned up.
- Beginning March 11, Community Center hours will be extended to 7:30p.m.
- Staff is starting to hire the summer aquatic staff.
- The Town has the Zone 35 pathway lighting and will schedule installation in the future.
- All products have been ordered for the Prop 68 Clipper Drive Project. Once the grounds dry out, they will schedule installation.

E. DISCUSSION

1. Discussion and Possible Feedback on the Park and Recreation 2024 Program, Activities, and Event Fee Waivers.

Presented by Landscape Manager Monica Gallo.

- Staff requests waiving the fees for the Scouts of America, Annual Easter Egg Hunt and Summer Jam concerts as has been done in years past.
- Committee recommends bringing the item to the Board of Directors for approval.

2. Discussion and Possible Feedback on the 2024 Parks and Recreation Public Event Calendar.

Presented by Landscape Manager Monica Gallo.

- Community Center opened in 2014.
- Activities have grown each year.
- Staff has a proposed Public Even Calendar for 2024.
- Committee recommends bringing the item to the Board of Directors for approval.

3. Discussion and Possible Feedback Regarding the Security of the Cornell Bathroom Project.

Presented by Assistant General Manager Allan Cantando.

- In November 2023, the Board approved security fencing for the bathrooms at Cornell Park.
- At that time, the Board tasked Staff with researching solutions for locking the facility.
- Staff received quotes for installing electrical locks in amounts upwards of \$24,000.
- Total project costs would then be over \$51,000.
- Committee asked staff to work on possible solutions for locking the bathrooms.

E. FUTURE DISCUSSION/AGENDA ITEMS

- Cornell Park bathrooms.
- Changing Chair and Vice-Chair designations.
- Ribbon cutting at Clipper Drive.
- Adding Pickleball lines on tennis courts.

F. ADJOURNMENT

1. Adjourned at 5:21p.m. to the next Standing Parks and Recreation Committee meeting on May 1, 2024, at the Community Center located at 1601 Discovery Bay Boulevard.