



TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT

***COMMUNITY CENTER  
AGENDA PACKET***

For the Meeting of Monday  
February 25, 2013

7:00 P.M. Meeting

District Office  
1800 Willow Lake Road



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Ray Tetreault • Vice-President – Mark Simon • Director – Kevin Graves • Director – Bill Pease • Director – Chris Steele

**NOTICE OF THE MEETING  
OF THE COMMUNITY CENTER COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Monday, February 25, 2013  
COMMUNITY CENTER MEETING 7:00 P.M.  
1800 Willow Lake Road, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**Community Center Committee Members  
Kevin Graves, Chair; Chris Steele, Vice-Chair; Diane Alexander, Paul Emmett, Jim Mattison**

**COMMUNITY CENTER MEETING 7:00 P.M.**

**A. ROLL CALL**

1. Call business meeting to order 7:00 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 and speak from the podium. There will be no dialog between the Committee and the commenter. Any clarifying questions from the Committee must go through the Chair.

**C. APPROVE MINUTES**

1. DRAFT Minutes of previous Community Center meeting dated February 11, 2013

**D. PRESENTATIONS**

1. Current Community Center Status of Repairs and Upgrades

**E. NEW BUSINESS AND ACTION ITEMS**

1. Refine Mission Statement
2. Location for the Garden Club at the Community Center
3. Marketing Effects (Current and into the Future)
4. Committee Assignment Schedule
5. Financial Incentives for Membership

**F. FUTURE AGENDA ITEMS**

**G. ADJOURNMENT**

1. Adjourn to the next Community Center Committee meeting at 1800 Willow Lake Road Located behind the Delta Community Presbyterian Church

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"Materials related to an item on the Agenda submitted to the Town of Discovery Bay CSD 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

President – Ray Tetreault • Vice-President – Mark Simon • Director – Kevin Graves • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE MEETING  
OF THE COMMUNITY CENTER COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Monday, February 11, 2013  
COMMUNITY CENTER MEETING 7:00 P.M.  
1800 Willow Lake Road, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**Community Center Committee Members**  
Kevin Graves, Chair; Chris Steele, Vice-Chair; Diane Alexander, Paul Emmett, Jim Mattison

## **COMMUNITY CENTER MEETING 7:00 P.M.**

### **A. ROLL CALL**

Call business meeting to order – 7:00 p.m. by Chair Graves  
Roll Call – All Present

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

There was one Public Comment Speaker.

### **C. APPROVE MINUTES**

1. **DRAFT Minutes of previous Community Center meeting dated February 4, 2013**  
**Motion by:** Vice-Chair Steele to approve the previous minutes  
**Second by:** Committee Member Mattison  
**Vote:** Motion Carried – AYES: 5, NOES: 0

### **D. PRESENTATIONS**

1. **EZ Facility Software Program Presentation**  
**General Manager Howard** – Provided details of item D-1.  
**Parks and Landscape Manager Perez** – Provided additional details of item D-1. There was discussion between the Parks and Landscape Manager and the Board. There were three Public Comment Speakers.

### **E. NEW BUSINESS AND ACTION ITEMS**

1. **Mission Statement Discussion**  
**General Manager Howard** – Provided details of item E-1. There was discussion between the General Manager and the Board. There was one Public Comment Speaker

2. **Schedule of Closure for Cleaning of Building**  
**General Manager Howard** – Provided details of item E-2.  
**Parks and Landscape Manager Perez** – Provided additional details of item E-2. There was discussion between the Parks and Landscape Manager, the General Manager, and the Board. There were two Public Comment Speakers.

3. **2013 Earth Day Program Update**  
**Parks and Landscape Manager Perez** – Provided details of item E-3. There was discussion between the Parks and Landscape Manager, the General Manager, and the Board. There were three Public Comment Speakers.

4. **Future Programming Opportunities**  
**General Manager** – Provided details of item E-4. There was discussion between the General Manager and the Board. There were five Public Comment Speakers.

5. **Consideration of Committee Assignments**  
**Committee Member Mattison** – Provided details of item E-5. There was discussion between the General Manager and the Board.

**F. FUTURE AGENDA ITEMS**

1. Refine Mission Statement
2. Location for the Garden Club at the Community Center
3. Financial Incentives for Membership

**G. ADJOURNMENT**

The meeting adjourned at 8:48 p.m. to the next Community Center Committee meeting on February 25, 2013 at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 02.12.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>

DRAFT