



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Robert Leete • Director – Bill Mayer

**MINUTES OF THE REGULAR MEETING
OF THE COMMUNICATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, March 4, 2020
STANDING COMMUNICATIONS COMMITTEE REGULAR MEETING
3:30 P.M. – 4:30 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Communications Committee Board Members

*Chair Bill Pease
Vice-Chair Bryon Gutow*

A. ROLL CALL

1. Call business meeting to order 3:32 p.m.
2. Roll Call. All Present

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 by filling out a comment form. The public will be called to comment in the order the comment forms are received. 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 view point of the Committee members.

C. DRAFT MINUTES TO BE APPROVED

1. November 6, 2019 Communications Committee DRAFT meeting minutes.

D. DISCUSSION ITEMS

1. Discussion Regarding Google Analytics Comparison Report - Previous Year to Current Year. Administrative Assistant, Yesenia Monarrez discussed traffic on todb.ca.gov. Using Google Analytics allows the Town to see who is viewing its website, from where they are viewing it and for how long, among many other informative facts. This helps the Town see what the public is interested in.
2. Discussion Regarding Town Phone System. Assistant General Manager, Dina Breitstein discussed the possible purchase of a new phone system for the Town. The new phone system will reduce cost to the Town while simultaneously save the Town roughly \$11,000.00 a year. Upon considering the Town's needs, Jive, Vonage and Ring Central were each reviewed and assessed. Jive was the company that met all the requirements of the district.

E. FUTURE DISCUSSION/AGENDA ITEMS

None

F. ADJOURNMENT

1. The meeting adjourned at 3:41 p.m. to the next Standing Communications 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 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."