



# 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

**NOTICE OF THE REGULAR MEETING  
OF THE PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, July 1, 2020  
STANDING PARKS AND RECREATION COMMITTEE REGULAR  
MEETING 4:30 P.M. – 5:30 P.M.**

**NOTICE  
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:**  
Toll-Free Dial-In Number: (866)848-2216  
**CONFERENCE CODE: 5193676302**  
To view the Agenda and Presentation Materials go to  
Agenda Packet and Materials at: [www.todb.ca.gov/](http://www.todb.ca.gov/)

**Parks and Recreation Committee Board Members**

*Chair Kevin Graves  
Vice-Chair Bryon Gutow*

**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 Board 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 Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board 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 Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

**C. DRAFT MINUTES TO BE APPROVED**

1. Approve DRAFT minutes of May 6, 2020 Standing Parks and Recreation Committee meeting.

**D. DISCUSSION ITEMS**

1. Discussion Regarding Community Center Facebook Page Update.
2. Discussion Regarding COVID – 19 Reopening Update.
3. Discussion Regarding Poe Street Dryscape Update.
4. Discussion Regarding Pickleball Court Update.

**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 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."



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

**MINUTES OF THE REGULAR MEETING  
OF THE PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, May 6, 2020  
STANDING PARKS AND RECREATION COMMITTEE REGULAR  
MEETING 4:30 P.M. – 5:30 P.M.  
Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

## **NOTICE** **Coronavirus COVID-19**

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Toll-Free Dial-In Number: (866)848-2216  
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### **Parks and Recreation Committee Board Members**

*Chair Kevin Graves  
Vice-Chair Bryon Gutow*

#### **A. ROLL CALL**

1. Call business meeting to order 4:30 P.M. – By Chair Graves
2. Roll Call – All Present

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

None.

#### **C. DRAFT MINUTES TO BE APPROVED**

1. March 4, 2020 Parks and Recreation DRAFT meeting minutes.  
Motion by Chair Gutow to approve the Draft Minutes noted in Agenda C.  
Second by Chair Graves.

#### **D. DISCUSSION ITEMS**

1. Discussion Regarding Landscape Update for Parks and Streetscapes.  
Parks and Landscape Manager, Bill Engelman provided update on landscape maintenance he and the landscape team have been focusing on. He also expressed interest in beginning several heavier landscaping projects throughout the Town. He would like to construct a strategy to redesign Discovery Bay streets. Primarily, Parks and Landscape Manager Engelman would like to construct a layout in a quiet area to introduce a model for other locations.  
Chair Graves expressed support and interest in finding an appropriate location for any model. He also

expressed interest in possibly inviting the public to look at the area proposed for improvement. Chair Gutow expressed gratitude for hard work and noticeable improvements throughout the Town. Chair Gutow expressed support to proceed with renovations in landscaping improvements. Town General Manager requested an update of cost and projected expense to present to the Board as part of the planning process.

Chair Graves spoke of the possibility to use Hoffman funds for Zone 8 landscaping enhancements.

**2. Discussion Regarding Park & Recreation Update.**

Town General Manager, Mike Davies gave an update on the continued closure of some parks. Recreation Programs Supervisor, Monica Gallo provided an update on how social distancing has affected recreational activities. Some whom had signed up for classes at the Community Center have been issued credit vouchers for future classes or have provided refunds. Also, an update was given on slight easing of social distancing regulations at parks. Recreation Programs Supervisor Gallo stated that although social distancing guidelines have become marginally modified, some activities continue to be discouraged. A list of allowed activities with gathering modifications was addressed.

**E. FUTURE DISCUSSION/AGENDA ITEMS**

**F. ADJOURNMENT**

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