



# TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • Director - Ray Tetreault

---

**MINUTES OF THE REGULAR MEETING OF  
THE COMMUNICATIONS COMMITTEE  
OF THE TOWN OF DISCOVERY BAY CSD  
Wednesday August 10, 2011  
1800 Willow Lake Road, Discovery Bay, California  
REGULAR MEETING 5:00 P.M.  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

## **Communications Committee Members**

**Kevin Graves, Chair; Chris Steele, Vice-Chair; Amanda Dove; Jennifer Mixon; Chris Middleton**

### **A. ROLL CALL**

1. The meeting was called to order at 5:03 p.m. by Board President Graves  
Committee members Mixon and Steele arrived at 5:06 pm.

### **B. Public Comments**

There were no Public Comments

### **C. DISCUSSION ABOUT EXISTING AND POTENTIAL FUTURE METHODS OF COMMUNICATION**

1. Social Media Opportunities
2. Options for the CSD to disseminate public information
3. Use of Town of Discovery Bay Website

General Manager Howard and Committee members Dove and Middleton previewed the CSD possible Face Book and Twitter Pages.

The Committee discussed possible locations for a Community Message Board, and would like to see what the possible costs may be as well as any issues relative to Contra Costa County's sign ordinance restrictions.

Staff will return with cost estimates, possible locations, and sample policies relative to signs and their application in local government.

### **D. SET COMMITTEE CALENDAR**

The next committee meeting was set for Wednesday September 7, 2011 at 5:15 pm.

### **E. FUTURE DISCUSSION/AGENDA ITEMS**

The topic of "Newsletters", would like to be added to the next Committee agenda for discussion and consideration.

### **F. ADJOURNMENT**

The meeting was adjourned at 5:55 pm.