



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



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

**MINUTES OF THE REGULAR MEETING
OF THE COMMUNICATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, September 4, 2019
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 3:30 p.m. – By Chair Pease.
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. May 1, 2019 Communications Committee DRAFT Special meeting minutes – Approved.

D. DISCUSSION ITEMS

1. Discussion Regarding Electronic Message Board Policy.

General Manager Davies – Provided an update regarding the approval of the Electronic Message Board Policy, requirements for use, message board is operational and uploading creative messages. There was discussion regarding the requirements for the application fee of \$50.00 (cost recovery and staff involvement for processing request), other events posted on the message board, and that the application fee is reasonable. The discussion continued regarding training for the message board for creative messaging.

General Manager Davies – Stated that staff will look into the training and videos related to streamlining the process of uploading messages to the message board. The discussion continued regarding staff training for the message board.

Public Comment Regarding:

- Blood Drive request, fee waiver and current messages on the Message Board.

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.

//cmc – 09-05-19

<http://www.todb.ca.gov/agendas-minutes>