



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

**NOTICE OF THE SPECIAL MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, August 6, 2025, 3:30 P.M.**

TO ATTEND IN PERSON: The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505.

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

TO ATTEND BY ZOOM WEBINAR: <https://us06web.zoom.us/j/83080753986>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 830 8075 3986

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

Parks and Recreation Committee Members

Chair Bryon Gutow

Vice-Chair Carolyn Graham

A. ROLL CALL

1. Call business meeting to order at 3:30 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 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. 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 viewpoint of the Committee members.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Parks and Recreation DRAFT Meeting minutes of May 7, 2025.

D. UPDATES

E. DISCUSSION

1. Discussion and Possible Recommendation to Award a Contract to Saviano Co. for the Conversion of Tennis Courts #1 & #2 into Six Pickleball Courts at the Community Center.

E. FUTURE DISCUSSION/AGENDA ITEMS

F. ADJOURNMENT

1. Adjourn to the next Standing Parks and Recreation Committee meeting on September 3, 2025 at the Community Center located at 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505.

"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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PLATINUM LEVEL

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President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday, May 7, 2025, 4:30 P.M.

Parks and Recreation Committee Members

Chair Bryon Gutow

Vice-Chair Carolyn Graham

A. ROLL CALL

1. Call business meeting to order 4:30 p.m.
2. Roll Call was taken, and all members were present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit) None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Parks and Recreation DRAFT Meeting minutes of March 5, 2025.

Vice-Chair Graham made a motion to approve the Parks and Recreation DRAFT meeting minutes of March 5, 2025.

Chair Gutow seconded the motion.

Vote: Motion Carried – AYES: 2, NOES: 0, ABSTAINED:0, ABSENT: 0.

D. UPDATES

1. Parks and Recreation Updates.

Presented by Parks and Landscape Manager Monica Gallo.

- Clipper Drive: Landscaping is complete. Blue flags along Clipper Drive are irrigation markers.
- Zone 57: Park dedication money has been used for a new playground at Regatta Park.
- Zone 61: Vandalism at Slifer Park has been cleaned up. Park & Ride area is scheduled for an asphalt slurry in 2027.
- Zone 8: Fencing around playground has been removed at Cornell Park. WeatherTrak pilot program ended. Item will be presented at the May 21st Board of Directors Meeting.
- Zone 9: Splash Pad is open from 11:00am-7:00pm daily. Jensen Landscaping replaced plants that had died. Ravenswood Park concrete fencing is failing. Staff is removing sections as they fail.
- Zone 35: Bollard lighting will be installed on the pathway to Safeway.
- Community Center: Lap swim is open for the season. Water aerobics is ongoing. Mermaid School and Flick 'n Float will return this season. Pool punch pass is no longer offered, only drop in or season pass will be available.

E. DISCUSSION

None.

E. FUTURE DISCUSSION/AGENDA ITEMS

None.

F. ADJOURNMENT

1. Adjourned at 5:24p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

DRAFT



Town of Discovery Bay

“A Community Services District”

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation to Award a Contract to Saviano Co. for the Conversion of Tennis Courts #1 & #2 into Six Pickleball Courts at the Community Center.

Meeting Date: August 6, 2025

Prepared By: Monica Gallo, Landscape Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Recommend that the Board of Directors award a contract to Saviano Co. for the conversion of Tennis Courts #1 and #2 at the Community Center into six pickleball courts, in the amount of \$159,000, plus a 15% contingency, for a total not-to-exceed amount of \$182,850.

EXECUTIVE SUMMARY:

On July 17, 2024, staff presented, and the Board of Directors approved a request from Discovery Bay Recreation & Sports, Inc. (DBRS) to convert Tennis Courts #1 & #2 at the Community Center into six pickleball courts. For context, the Town previously converted Tennis Courts #3 and #4 into six pickleball courts in July 2020.

Following that action, staff prepared and sent a Notice of Invitation to Bid (NIB) to 16 vendors, including the Builders Exchanges in addition to posting the NIB and associated documents on the Town’s website. A total of nine vendors requested bid documents with two completed bids being received by the Town at the bid opening on July 29, 2025, at 10:00am.

Completed Bid(s) Received Included:

Company	Base Bid	Alternate A *
Saviano Co.	\$159,000	\$15,000
Silicon Valley Paving	\$188,000	\$2,600

**Alternate A: Included Poly-Cap, a type of protective fence cap, specifically designed for chain-link fences, particularly used to divide multiple pickleball courts.*

Following the competitive bidding process, staff reviewed all proposals received and determined that the lowest responsive and responsible bid was submitted by Saviano Co. This bid represents the best overall value to the Town based on cost, scope, and contractor qualifications, excluding the Alternate A option.

A cost breakdown for the project is provided below:

Project Cost	Amount
Bid Price	\$159,000
15% contingency	\$23,850
Total Price	\$182,850

Funding	Amount
Discovery Bay Recreation & Sports Inc.	\$120,000
District Funding: Zone 8-Community Center Fees	\$62,850
Total Funding	\$182,850

Prior to signing any agreement, DBRS will donate \$120,000 to the Town of Discovery Bay for this court conversion project. Staff recommend that the Board of Directors authorize the use of additional one-time Zone 8 Community Center Fees funding in the amount of \$62,850 in order to complete the project as detailed above.

This recommendation for funding is based on several factors including:

- 1) Significant recreational and community value the new pickleball courts will bring to residents.
- 2) Potential for increased rental revenue from organized play, tournaments, and private play.
- 3) Cost Savings – Even without this conversion, Tennis Courts #1 and #2 are nearing the end of their useful life and would soon require resurfacing. Converting the courts at this time addresses both community demand and existing infrastructure needs—effectively achieving two objectives with one investment.

FISCAL IMPACT:

Estimated one-time cost to the district would be \$62,850 from Zone 8-Community Center Fees.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

July 17, 2024 – Discussion and Possible Feedback Regarding Discovery Bay Recreation and Sports (DBRS) Pickleball Proposal for Court Conversion. Board Approved Project 5-0.

ATTACHMENTS:

None.