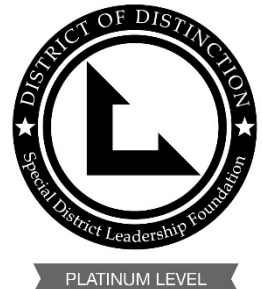




**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*  
**SDLF Platinum-Level of Governance**



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

**MINUTES OF THE SPECIAL MEETING  
 OF THE PARKS AND RECREATION COMMITTEE  
 OF THE TOWN OF DISCOVERY BAY  
 Wednesday January 19, 2022, 5:30 P.M.**

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

In response to the current proclaimed State of Emergency, indoor masking requirements, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors will take all actions necessary to carry out the intent and purpose of AB 361, including, ensuring that the Directors and meeting attendees may continue to have the option to access and participate in this public meeting by teleconference to avoid imminent risks to the health or safety of the Directors and meeting attendees.

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 WEBINAR:**

**Please register for the meeting at:** *(Copy and paste the registration URL into your browser. You will then be directed to download the webinar to your device and register with LogMeIn, Inc.)*

**Registration URL:** <https://attendee.gotowebinar.com/register/7796634073876576016>  
**Webinar ID#** 409-026-723

**After registering, you will receive a confirmation email containing information about joining the webinar by computer or by phone.**

**For listen only mode dial:** (631) 992-3221 **ID#** 617-715-123

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

**Parks and Recreation Committee Board Members**

*Chair Bryon Gutow  
 Vice-Chair Ashely Porter*

**A. ROLL CALL**

1. Call business meeting to order 3:30 p.m. – By Chair Gutow.
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. None.

**D. PRESENTATIONS**

1. None.

## **E. DISCUSSION ITEMS**

### **1. Discussion Regarding Willow Lake Island Design Ideas.**

Park and Landscape Manager Engelman presented his design idea for Willow Lake Island to turn it into usable park space for the public. The approximate total cost of this project is between \$85,000 - \$120,000 depending on the materials used and amenities chosen.

Chair Gutow and Vice-Chair Porter like the design idea presented and agree the cost seems reasonable.

Chair Gutow appreciates the shade structure ideas and meditation space but is on the fence regarding implementing space for games due to the close proximity of Cornell Park.

General Manager Breitstein commented that a discussion needs to be had about how to finance the project; Item can be brought to the Finance Committee.

General Manager Breitstein question: Would you like us to bring it to the next Finance Committee meeting?

Chair Gutow answered affirmatively.

Vice-Chair Porter concurred.

### **2. Discussion Regarding the Community Swim Price Increase.**

Recreation Programs Supervisor Gallo presented an update on the pool project and was happy to report the Town is ahead of schedule for the 2022 aquatic season. In 8 years, the Town has never increased the community swim price, but we're now offering a larger pool and it's a good time to revisit the fee schedule. Current Fee Schedule: \$3 per person for general admission all day with in/out privileges, \$2 per person for non-swimmers, children 2 years and under enter free; Season Passes offered at \$35 per individual, \$125 per family of four with the ability to add additional members for \$24 each; or \$20 for a 10 Card Punch Pass Proposed Fee Schedule: \$5 per person for general admission, \$3 general admission for non-swimmers, continuing children 2 and under for free; Season Passes \$45 per individual, \$160 per family of four with each additional member being \$38 each; \$35 for 10 Card Punch Pass.

Chair Gutow question: Is there any data on how many per category have been sold in the past?

Recreation Programs Supervisor Gallo response: The individual season pass seems to be the least popular and the most common item sold is the 10 Card Punch Pass.

Recreation Programs Supervisor Gallo inquired how the Board felt about the minimal increase in general swimmer admission from \$3 to \$5.

Chair Gutow question: Has there ever been pushback from the public on the current prices? Expressed that the proposed rates are reasonable.

Recreation Programs Supervisor Gallo response: There has never been pushback from the public for the current price of admission.

Vice-Chair Porter question: How many general admissions would we need to sell to break-even / offset operational costs for one day? Supports increasing swim prices but wants to ensure it is a sufficient increase to cover costs and not have to raise them again in the near future.

Recreation Programs Supervisor Gallo consulted Finance Manager Carter who stated quite a few would need to be sold just to cover the cost of 2-3 lifeguard salaries for one day. Let the record show the pool design was never intended to break even when previously budgeted because it is designed and intended as a community gathering place. However, calculations will be completed and presented as requested.

General Manager Breitstein question: What are other community pools charging?

Recreation Programs Supervisor Gallo responded that Brentwood charges \$8 general admission to their community pool.

Chair Gutow question: Has the hiring process for lifeguards begun?

Recreation Programs Supervisor Gallo stated the community center staff have posted fliers at the community center gate and doors, as well as Facebook and Instagram. Recreation Programs Supervisor Gallo reached out to Callahan's Coffee and Cones and they've volunteered to post the flier for lifeguards in their store's front window. Recreation Programs Supervisor Gallo has also developed a relationship with the Byron School District Superintendent and he's been sent the flier to distribute in the newsletter to families. The Liberty High School Swim Coach has agreed to also spread the word to all three schools: Heritage, Freedom, and Liberty. Fliers will also be distributed at the Oakley Youth Fair this year.

### **3. Discussion Regarding the Cornell Park Bathroom Graffiti.**

Parks and Landscape Manager Engelman discussed the ongoing issue with graffiti and vandalism occurring at the Cornell Park bathrooms. In the past four months the bathrooms have been entirely repainted three times due to graffiti. The last occurrence also included vandalism with Christmas trees stuffed into toilets and pumpkins smashed into urinals. Graffiti is the biggest issue at hand. Parks and Landscape Manager Engelman presented possible options for solution: (A) get rid of the bathrooms, (B) enclose them entirely and keep them locked only opening them for certain events, (C) status quo. There is a coating that could be used to diminish damage but that will still require staff labor if graffiti continues to occur; this is a consistent issue that is negatively affecting the budget overall.

The Park and Recreation Committee would like to see numbers presented for options (A) and (B), plus what the impact has been financially over the past 6 months.

4. Discussion Regarding the Community Center Activities Guide.

Recreation Programs Supervisor Gallo confirmed the Community Center's Activities Guide is complete for February through May 2022 and will be posted on the Town's website, Facebook page, and Instagram. Specific programs will be further promoted through the use of fliers. The Community Guide also includes information on the Town's dog park(s) and the need for lifeguards. In April 2022, Safety Training Pros will be hosting a blended lifeguard learning class at the Town's pool to train people who want to become a lifeguard.

**F. FUTURE DISCUSSION / AGENDA ITEMS**

1. None

**G. ADJOURNMENT**

1. Adjourned at 5:58 p.m. to the next Park & 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."