



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE REGULAR MEETING
OF THE STANDING INTERNAL OPERATIONS COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, April 5, 2023
3:30 P.M.**

Internal Operations Committee Members

Chair Michael Callahan
Vice-Chair Kevin Graves

A. ROLL CALL

1. Business meeting called to order at 3:30 p.m.
2. Roll Call was taken. All members were present with Vice-Chair Kevin Graves attending remotely from Fort Leavenworth, Kansas.

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

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve DRAFT minutes of February 1, 2023, Internal Operations Committee Meeting.

Vice-Chair Graves made a Motion to Approve the February 1, 2023 Draft Minutes.

Chair Callahan seconded.

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

D. PRESENTATIONS

1. Driver Safety Score Card.

Presented by Assistant General Manager Allan Cantando.

- Eight Town vehicles are monitored for speeding, harsh breaking, harsh cornering, idling and seatbelt use.
- Vehicles also have geo-fencing technology.
- Chair Callahan asked if the Town receives any “good driver” discounts on insurance. AGM Cantando will investigate this.

E. DISCUSSION ITEMS

1. Parks and Recreation Code of Conduct Policy.

Presented by Assistant General Manager Allan Cantando.

- The policy will address issues that staff has historically had with the public using the Town facilities.
- The policy will be posted in several locations around the facilities.

2. Website Policy – Policy 10.

Presented by Assistant General Manager Allan Cantando.

- The website policy was last updated in 2010.
- No major changes were made to the existing policy.

F. FUTURE DISCUSSION/AGENDA ITEMS

None.

G. ADJOURNMENT

1. Adjourned at 3:43p.m. to the next Standing Internal Operations Committee meeting on June 7, 2023, at the Community Center located at 1601 Discovery Bay Boulevard.

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