



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



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

NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday May 3, 2023, 7:00 P.M.

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

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/85454370841>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 854 5437 0841

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

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance.
3. 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 Board 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 Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board 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 Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from April 19, 2023.
2. Approve Register of District Invoices.
3. Approve Board President to sign a letter of recognition for Pacific Coast Water Rescue.
4. Approve Resolution No. 2023-14 Accepting a Grant Deed for Well 8.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
2. Assembly Member Lori Wilson's Office Report.
3. Sheriff's Office Report.
4. CHP Report.
5. ~~Contra Costa Fire Report~~ (Assignment by Con Fire Pending).
6. Congressman Josh Harder's Office Report.

E. MUNICIPAL ADVISORY COUNCIL

F. PRESENTATIONS

G. UPDATES

H. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Investing Funds in The California CLASS Public Investment Program for Districts.
2. Discussion and Possible Action to Approve the Purchase and Installation of Fencing / Gating at the Community Center.
3. Discussion and Possible Action to Adopt Resolution 2023-12 Establishing a Code of Conduct Policy for The Town of Discovery Bay Community Services District (CSD).
4. Discussion and Possible Action to Rescind Resolution 2010-14 and Adopt Resolution 2023-13 Establishing the Revised Website Policy for The Town of Discovery Bay Community Services District (CSD).

I. MANAGER'S REPORT

1. Discovery Bay Activities Guide – Summer 2023.
2. Crane Truck Update.

J. GENERAL MANAGER'S REPORT

K. DIRECTOR REPORTS

1. Standing Committee Reports.
 - a. Communications Committee Meeting (Committee Members Carolyn Graham and Bryon Gutow) May 3, 2023.
 - b. Parks & Recreation Committee Meeting (Committee Members Michael Callahan and Bryon Gutow) May 3, 2023.
 - c. Water & Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin Graves) May 3, 2023.

L. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. LUHSD – April 12, 2023 (Director Kevin Graves).
2. Contra Costa County Code Enforcement – April 27, 2023 (Director Bryon Gutow).
3. President Ashley Porter Training Report - Completion of state mandated "Local Agency Ethics" (AB1234) on April 18, 2023.

M. CORRESPONDENCE

1. Lafco – April 17, 2023.

N. LEGAL REPORT

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

1. Adjourn to the next Regular Meeting of the Board of Directors on May 17, 2023, beginning at 7:00 p.m. 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."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-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 BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 19, 2023, 7:00 P.M.**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Director Gutow led the Pledge of Allegiance.
3. 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. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from April 5, 2023.
2. Approve Register of District Invoices.
3. Approve Board President to sign and submit a Letter of Support for Assembly Bill 557.

Director Graves made a Motion to Approve the Consent Calendar.

Director Gutow seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

None.

E. MUNICIPAL ADVISORY COUNCIL

None.

F. PRESENTATIONS

1. Veolia Presentation.

Presented by Anthony Harper, Project Manager for Veolia.

- Veolia had 4,963 safe working days.
- All water wells are active.
- All lift stations are active.
- Lift Station D control panel replacement will begin soon.

G. UPDATES

1. Landscape Update.

Presented by Parks and Landscape Manger Bill Engelman.

- All panels have been installed on Clipper Drive.
- Ravenswood fence replacement continues.
- Small enhancements are planned at the end of Keats Ct.
- An electrician repaired the splashpad.

H. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Award Contract for the Resurfacing of the Two Basketball Courts at Cornell Park.

Presented by Parks and Landscape Manger Bill Engelman.

- The low bid of \$49,500 was from Saviano.

Director Graves made a Motion to Award Contract for the Resurfacing of the Two Basketball Courts at Cornell Park.

Vice President Callahan seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

I. MANAGER'S REPORT

Presented by Water and Wastewater Manager Aaron Goldsworthy.

- Staff located a crane truck available for purchase at a cost of \$90,000. The amount budgeted for the truck was \$100,000.

J. GENERAL MANAGER'S REPORT

Presented by General Manager Dina Breitstein.

- All managers will be off site April 24-26th for training.

K. DIRECTOR REPORTS

1. Ad-hoc Committee Reports.
 - a. Building Committee (Committee Members Kevin Graves & Bryon Gutow) April 10, 2023.

Presented by Director Kevin Graves.

- Ad Hoc Building Committee met on April 10, 2023. The committee will be bringing architectural estimates and plans to a May 2023 Board of Directors Meeting.

L. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

M. CORRESPONDENCE

1. Lafco – April 4, 2023.
2. Diablo Water District – April 5, 2023.

N. LEGAL REPORT

None.

O. FUTURE AGENDA ITEMS

None.

P. ADJOURNMENT

1. Meeting adjourned at 7:20p.m.to the next Regular Meeting of the Board of Directors on May 3, 2023, beginning at 7:00 p.m. 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."

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DRAFT



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

May 3, 2023

Prepared By: Allan Cantando, Assistant General Manager & Lesley Marable, Accountant
Submitted By: Dina Breitstein, General Manager

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 362,097.72

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2022/2023

AGENDA ITEM: C2

Request for Authorization to Pay Invoices
For The Meeting On May 3, 2023
Town of Discovery Bay CSD
Fiscal Year 7/22 - 6/23

Pacific Gas & Electric	\$91,490.28
Brax Company, Inc	\$90,000.00
Luhdorff & Scalmanini	\$87,290.19
Town of Discovery Bay CSD	\$34,229.64
Veolia Water North America	\$19,910.63
J.W. Backhoe & Construction, Inc.	\$11,218.30
Badger Meter	\$4,561.13
BSK Associates	\$4,239.50
Freedom Mailing Service, Inc	\$3,538.64
Lucas Electrical Inc.	\$2,650.00
BrightView Landscape Services, Inc.	\$2,310.00
Univar Solutions USA Inc.	\$1,775.83
Bob Harkrader & Sons Trucking, Inc.	\$1,624.90
Watersavers Irrigation Inc.	\$1,352.23
ODP Office Solutions, LLC	\$1,275.75
Karina Dugand	\$911.25
Lincoln Aquatics	\$898.84
BACWA	\$859.00
Bay Area Air Quality Mgmt. District	\$488.00
Concentra	\$347.00
Utility Refund Customers	\$223.73
Belkorp AG	\$166.66
UniFirst Corporation	\$140.70
Alhambra	\$128.83
Backflow Distributors, Inc.	\$121.35
United Rentals, Inc.	\$120.53
Upper Case Printing, Inc.	\$115.83
Contra Costa Health Services	\$60.00
Verizon Wireless	\$25.02
UPS	\$23.96

\$362,097.72



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

May 7, 2023

Pacific Coast Water Rescue
Attn: John Garza, USCG Master
www.pcwrcaptainservices.com

USCG Master John Garza:

On behalf of the Board of Directors of the Town of Discovery Bay Community Services District, I extend to the Pacific Coast Water Rescue (“PCWR”) our appreciation and recognition of the outstanding service your members have provided to the Discovery Bay boating and recreational water use community.

Founded in 2012, the Pacific Coast Water Rescue Team, consisting of over 20 members (mostly off-duty Fire, EMS and local mariners), have provided thousands of hours and participated in over 100 community events and training sessions. Training programs include CPR, Safe Power Boat Handling, USLA Swim Test and Training, USCG Captains License Classes and USCG Auxiliary Training and Recruitment. Pacific Coast Water Rescue has also trained and started water rescue programs with the following local agencies:

- Rio Vista Fire
- Isleton Fire
- Woodbridge Fire
- River Delta Fire
- Suisun Fire

Since 2018 PCWR has provided Certified State Fire and NASBLA approved courses for over 300 firefighters on the Delta Region from Napa City, Benicia, Suisun, Fairfield, Rio Vista, Isleton, River Delta, and Sac Area agencies.

We congratulate Pacific Coast Water Rescue on your exemplary record of dedicated safety and rescue services to Discovery Bay. We wish you much success as Pacific Coast Water Rescue officially changes to “Pacific Coast Captain Services.”

Sincerely,

Ashley Porter
President Discovery Bay Board of Directors



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

May 3, 2023

Prepared By: Mike Yeraka, Projects Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action to Approve Resolution No. 2023-14 Accepting a Grant Deed for Well 8.

Recommended Action

Adopt Resolution 2023-14 Accepting Grant Deed and Certificate of Acceptance for the Well 8 Parcel.

Executive Summary

In order to purchase the land needed to construct Well 8, it will be necessary for the Town to accept the Grant Deed from PULTE HOME COMPANY, LLC. In order to accept and record the Grant Deed, it will be necessary for the Board to adopt the attached Resolution No 2023-14.

There are no costs associated with recording the easement agreement with the County and the purchase price for the Well 8 parcel is \$150,000.

Specific Board Action:

It is recommended that the Board take the following Action:

Adopt Resolution 2023-14 Accepting Grant Deed and Certificate of Acceptance for the Well 8 Parcel.

Fiscal Impact:

Amount Requested: \$150,000
Sufficient Budgeted Funds Available?: Yes
Prog/Fund # Category: TBD

Previous Relevant Board Actions for This Item

The Board approved a total of \$4.9 million through FY 22/23 for Well 8 during approval of the FY 19/20 Budget at the June 19, 2019, Board Meeting.

Attachments

1. Resolution 2023-14
2. Certificate of Acceptance
3. Draft of Grant Deed

AGENDA ITEM: C4



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2023-14

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
ACCEPTANCE OF GRANT DEED AND CERTIFICATE OF ACCEPTANCE
(Well 8)**

WHEREAS, PULTE HOME COMPANY, LLC (“Grantor”) will be executing a Grant Deed (“Grant Deed”) granting Parcel E of Subdivision 9527 consisting of a portion of real property (APN 004-510-001) located in Discovery Bay, California to the Town of Discovery Bay Community Services District (“Town”), a draft of which is attached hereto as “Exhibit A;”

WHEREAS, pursuant to Government Code Section 27281, all deeds conveying any interest in real property to a governmental agency shall not be accepted for recordation without the consent of the grantee as evidenced by its Certificate of Acceptance.

NOW, THEREFORE, IT IS RESOLVED by the Board of Directors of the Town that the Grant Deed, once finalized and executed by Grantor, is hereby accepted by and on behalf of the Town, and that the Town’s General Manager is hereby authorized to execute the Certificate of Acceptance on behalf of the Town;

IT IS FURTHER RESOLVED that the Secretary for the Town is hereby instructed to affix the Town Seal and record the above mentioned Grant Deed and Certificate of Acceptance together with a copy of this Resolution in the office of the County Recorder of Contra Costa County, California.

PASSED AND ADOPTED this 3rd day of May 2023, by the following vote of the Board of Directors, to wit:

ASHLEY PORTER
President, Board of Directors

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on May 3rd , 2023 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dina Breitstein
Board Secretary

CERTIFICATE OF ACCEPTANCE

This is to certify that the Grant Deed for Parcel E of Subdivision 9527 from PULTE HOME COMPANY, LLC, a Michigan limited liability company, to TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT, a community services district formed under the laws of California, is hereby accepted by authority granted in Resolution 2023-14 of the Board of the Town of Discovery Bay Community Services District adopted on May 3, 2023, and the grantee consents to recordation thereof by its duly authorized officer.

Dated: _____ 2023

By: _____

Dina Breitstein
General Manager for the Town
Town of Discovery Bay Community Services District

Exhibit A

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO,
AND MAIL TAX STATEMENTS TO:

Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505
Attn: General Manager

(Above Space for Recorder's Use Only)

Grant Deed

THE UNDERSIGNED GRANTOR DECLARES

DOCUMENTARY TRANSFER TAX IS \$_____

- County of Contra Costa Unincorporated area
- Consideration and value is less than \$100,
- Computed on full value of the interest or property conveyed, or is
- Computed on full value less the value of liens or encumbrances remaining at time of sale.

FOR VALUABLE CONSIDERATION, receipt of which is acknowledged, PULTE HOME COMPANY, LLC a Michigan limited liability company, hereby grants to TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT, a political subdivision of the State of California, the following described real property (the "**Property**") located in the unincorporated area of the County of Contra Costa, State of California:

See Exhibit A attached hereto and incorporated herein by this reference.

SUBJECT TO:

1. Non-delinquent taxes and assessments; and
2. All covenants, conditions, restrictions, easements, reservations, rights and other matters of record, and all matters which would be visible or discoverable from a surface inspection of the Property or which an accurate survey of the Property would disclose

[SIGNATURES ON FOLLOWING PAGE(S)]



DATED: _____, 202__

PULTE HOME COMPANY, LLC,
a Michigan limited liability company

By: _____

Name: _____

Title: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____



EXHIBIT A TO GRANT DEED

Legal Description

Real property in the unincorporated area of the County of Contra Costa, State of California, described as follows:

Parcel E of Subdivision 9527 which recorded on _____ day of _____, 202__, at _____M, in Book _____ of Maps at Pages ____ through _____, under Series No. _____, Official Records of Contra Costa County, California.





Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

May 3, 2023

Prepared By: Dina Breitstein, General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title: Discussion and Possible Action to Approve Investing Funds in The California CLASS Public Investment Program for Districts.

Recommended Action:

It is recommended that the Board take the following action:

1. Authorize the General Manager to execute all contracts with California CLASS Public Investment Program for Districts.
2. Authorize the General Manager or designee to invest District funds into California CLASS Public Investment Program in accordance with the District's Investment Policy.

Executive Summary:

At the April 5, 2023, Board of Directors meeting, CSDA Finance & Administration Director Rick Wood presented to the Board the California CLASS Public Investment Program. The presentation provided background on California CLASS, its formation, its Board of Directors and their positions within their Special District, member benefits, investment safety, ease of participant use, estimated percent interest earnings/daily yields, and key features of the investment pool. The investment program was launched in California in July 2022.

Synopsis of California CLASS Public Investment Pool:

What is California CLASS?

The California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option created via a joint exercise of powers agreement by and among California public agencies. California CLASS provides California public agencies with a convenient method for investing in high-quality, short- to medium-term securities carefully selected to optimize interest earnings while maximizing safety and liquidity. The California CLASS Prime and Enhanced Cash Funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that governs the investment of public funds.

California CLASS strives to minimize risk by managing its portfolios in a manner that prioritizes principal preservation and only invests in securities that are permitted pursuant to the laws of the state of California and the California CLASS Investment Policies.

Who Can Participate?

Participation in California CLASS is open to all public agencies in the state of California that have the authority to invest their treasury funds. According to California Government Code 6500, the federal government or any federal department or agency, this state, another state or any state department or agency, a county, county board of education, county superintendent of schools, city, public corporation, public district, or regional transportation commission of the State of California or another state, or any joint powers authority formed pursuant to this article [Article 1 of the Joint Exercise of Powers Act] by any of these agencies can participate in California CLASS. Additionally, according to Section 6509.7, a nonprofit corporation whose membership is confined to public agencies or public officials may also participate.

Directed by Your Peers

California CLASS is supervised by a Board of Trustees comprised of eligible program participants. The Board has the power to administer California CLASS and its affairs. The California CLASS Board enters into contracts and agreements on behalf of the program. As defined in California Government Code Section 53600, any California public agency can participate in California CLASS.

The management of California CLASS is under the direction of a Board of Trustees comprised of eligible program participants. The Board of Trustees has appointed Public Trust Advisors, LLC to serve as the Investment Advisor and Administrator of the program and has appointed U.S. Bank as the Custodian.

Focus on Finance and Safety

Public Trust Advisors, LLC (Public Trust) is an SEC-registered independent investment advisor headquartered in Denver, Colorado. It was founded on the fundamental principle of maintaining a single business focus of providing investment management and advisory services to government and institutional investors. Public Trust is a national leader in providing customized investment advisory solutions based on the client's unique cash flows, risk tolerance, and investment policies. They believe in safety-first investment philosophy that seeks to deliver consistent superior risk-adjusted returns. With 100+ years of combined experience, the trust advises and administers investments for 16 local government investment pools in 10 states.

Investment Program & Current Yield/Interest Earning

California CLASS aims to provide all California public agencies with a convenient, short-term investment opportunity carefully selected to optimize interest earnings while maximizing safety and liquidity. The current prime fund yield as of March 2023 is 4.71%. For comparison, LAIF is at 2.85%.

Staff Recommends that the Board take the following action:

1. Authorize the General Manager to execute all contracts with California CLASS Public Investment Program for Districts.
2. Authorize the General Manager or the designee to invest District funds into California CLASS Public Investment Program in accordance with the District's Investment Policy.

Previous Relevant Board Actions for This Item

California CLASS presentation at the April 5, 2023, Board of Directors Meeting.

Attachments

1. California CLASS Registration Packet
2. Investment Policy

AGENDA ITEM: H1

California
CLASS



California CLASS Registration Packet



Welcome to California CLASS

Thank you for choosing California CLASS!

We believe you have made a sound financial decision in choosing California Cooperative Liquid Assets Securities System (California CLASS). We look forward to being a trusted partner to your organization and its investment management goals and are excited to connect with you to make your investment process a positive, easy experience.

This packet contains all the materials necessary to set up your California CLASS account(s). If you have any questions about the registration process or about your California CLASS account(s), please do not hesitate to contact us. The California CLASS Client Service team can be reached any business day from 8:00 a.m. to 4:00 p.m. PT by phone at (877) 930-5213 or by email at clientservices@californiaclass.com.

Registration Procedures

To participate in California CLASS, please complete the following:

- 1) Review the Joint Exercise of Powers Agreement and the applicable Information Statements relating to the California CLASS Prime Fund and the Enhanced Cash Fund (located in the Document Center at www.californiaclass.com).
- 2) Complete the California CLASS Participant Representation Form (page 4).
- 3) Complete the Participant Registration (page 5).
- 4) Complete the Authorized Contacts Form (pages 6/7).
- 5) Should you be interested in participating in California CLASS Prime, complete the California CLASS Prime Fund Account(s) to be Established form; you may open as many accounts as you wish (page 8).
- 6) Should you be interested in participating in California CLASS Enhanced Cash, complete the California CLASS Enhanced Cash Fund Account(s) to be Established Form; you may open as many accounts as you wish (page 9).
- 7) Keep the original forms for your records and send the completed packet to the California CLASS Client Service team by fax (877) 930-5214 or by email clientservices@californiaclass.com.

Questions? Please contact us; we would love to hear from you:

California CLASS Client Service Team
T (877) 930-5213
clientservices@californiaclass.com

Through the California CLASS website, www.californiaclass.com, Participants will be regularly informed of important program information, holidays, upcoming Board meetings, Participant events, conferences, and more. Board of Trustee meetings, which are open to the public, are generally held quarterly and discuss relevant issues to the governance and operations of the California CLASS program.



Participant Representation Form

Participant Information

Entity Name (Participant) _____

Participant Representations

The undersigned Authorized Signer for the Participant hereby represents and warrants the following during the period the Participant is investing in the California CLASS Investment Program:

- The Participant is (1) a Public Agency (as defined in the Joint Exercise of Powers Agreement) and (2)(a) a political subdivision of the State of California or (b) an organization whose income is excluded from taxable gross income under Section 115 of the Internal Revenue Code, in each case, that has the authority to invest funds in its treasury in investments in accordance with Section 53601 of the California Government Code.
- The Participant is authorized to invest in the California CLASS.
- Any Authorized Signer for the Participant designated in this California CLASS Registration Packet has full power and authority to make investments for the above Participant in the California CLASS Investment Program unless the California CLASS receives written notice from the Participant otherwise.
- The Participant has reviewed and agrees to the limitations described in the Joint Exercise of Powers Agreement and the Information Statements for the Funds within the California CLASS Investment Program and acknowledges that it has been supplied with or been given access to information it requested in connection with making an investment in the California CLASS Investment Program.
- The Participant has reviewed the Investment Policies for the Funds within the California CLASS Investment Program and has determined that they are consistent with the legal and policy limitations applicable to the Participant's investments.
- The Participant has consulted with its own counsel and advisers as to all matters concerning investment in the California CLASS Investment Program.

Authorized Signer

Signature

Date

Print Name

Title

Money market funds are subject to credit risk and interest rate risk. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



Participant Registration

Entity Information

Entity Name (Participant) _____

Entity Type: City/Town County School District Special District
Other (Specify) _____

Mailing Address _____

City _____ Zip _____ County _____

Physical Address (if different than above) _____

City _____ Zip _____ County _____

Tax ID _____ Fiscal Year End Date (Month/Day) _____

California CLASS is hereby authorized to honor any telephone, faxed, or electronic request believed to be authentic for withdrawal of funds. The withdrawal proceeds can be sent only to the bank(s) indicated below unless changed by written instructions. Each Participant is responsible for notifying California CLASS of any changes to its account by filling out and sending via mail or email the Forms available on the California CLASS website.

Wires will be distributed every hour with the final distribution ending at 11:00 a.m. PT; distribution times are subject to change as needed by the California CLASS Administrator. Additionally, California CLASS must be notified of any contributions by 11:00 a.m. PT to receive same day credit. **If funds are not received by 2:00 p.m. PT, contribution orders will be voided.**

Banking Information

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both

Additional Banking Information (Optional)

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both



Authorized Contacts

Authorized Signers Can:	Read-Only Users Can:
Approve changes to the Investor Profile Update banking/contact information Transfer funds Receive account updates	Receive account updates Request "view-only" access to monthly statements and transaction confirmations

Authorized Signer

Print First and Last Name

Title

Signature Required

Phone

Email

Fax

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations



Authorized Contacts (cont.)

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

- Permissions** (check one only)
- Authorized Signer to Move Funds*
 - Read-Only Access

- Email Notifications** (notice of report availability in the online portal)
- Monthly Statements
 - Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

- Permissions** (check one only)
- Authorized Signer to Move Funds*
 - Read-Only Access

- Email Notifications** (notice of report availability in the online portal)
- Monthly Statements
 - Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

***(Signature Required if Authorized Signer)**

Phone

Email

Fax

- Permissions** (check one only)
- Authorized Signer to Move Funds*
 - Read-Only Access

- Email Notifications** (notice of report availability in the online portal)
- Monthly Statements
 - Transaction Confirmations



California CLASS Prime Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



California CLASS Enhanced Cash Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

California CLASS Enhanced Cash is designed to complement the daily liquidity offered by the California CLASS Prime portfolio.

Enhanced Cash does not seek to maintain a stable net asset value (NAV) and does not offer daily liquidity. Unlike the Prime Fund, investing in Enhanced Cash introduces the potential for the reporting of unrealized and realized gains and losses.

If you have questions about which of your local government’s funds are appropriate for the California CLASS Enhanced Cash portfolio, please contact your California CLASS representative or email info@californiaclass.com.

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



Town of Discovery Bay

Program Area: Administration	Policy Name: Investment of District Funds	Policy Number: 003
Date Established: July 1, 1998	Date Amended: October 19, 2022	Resolution: 2022-36

Town of Discovery Bay Investment of District Funds Policy

Table of Contents

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1 Premise

- a) The State Legislature has declared the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (Government Code (GC) § 53600.6 and § 53630.1); and,
- b) Government Code Sections 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency; and,
- c) The treasurer or fiscal officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency's legislative body at a public meeting (GC § 53646(a)). The statement shall also be annually presented to any oversight agency of the local agency.
- d) For these reasons, and to ensure prudent and responsible management of the public's funds, it is the policy of the District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds as defined in GC §53600 et seq.

2 Scope

This investment policy applies to all financial assets of the District. These funds are accounted for in the annual audited financial statements of the District.

3 Prudence

The Board and persons authorized to make investment decisions subject to these policies are fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a fiduciary shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived.

The Board and authorized persons acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from policy or expectations are reported in the next issued treasury report and appropriate actions are taken to control adverse developments. When a deviation poses a significant risk to the District's financial position, the District Treasurer shall notify the Board immediately.

4 Objectives

As specified in GC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, the primary objectives of the investment activities, in priority order, shall be:

- a) Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the whole portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- b) Liquidity: The secondary objective shall be to meet the liquidity needs of the District.
- c) Yield: The third objective shall be to achieve a return on the funds under the District's control.

5 Reporting

The District will comply with the reporting requirements as defined in GC §53646 et seq. and GC §53607.

6 Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program or which could impair their ability to make impartial decisions. Officers and employees involved in the investment process shall abide by the District's Conflict of Interest Code, and the California Political Reform Act.

7 Authorized Investments

District funds and monies may be deposited and invested in only one or a combination of the institutions and investment types authorized by California Government Code section 53600 et seq. and following and described in Figure 1 and the Table of Notes for Figure 1 in the Local Investment Guidelines effective January 1, 2022, published by the California Debt and Investment Advisory Commission.

8 Brokers

In selecting securities brokers, the District Treasurer shall conduct credit and capitalization analysis to determine that firms are adequately financed to conduct public business.

9 Amendment

Any amendments or modifications to the Investment of District Funds Policy shall not take effect unless expressly approved by the District's Board of Directors.



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

May 3, 2023

Prepared By: Allan Cantando, Assistant General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action to approve the purchase and installation of fencing / gating at the Community Center.

Recommended Action

It is recommended the Board take the following actions:

1. To approve the purchase and installation of new fencing on the Southwest Perimeter exterior fence of the Community Center.
2. To approve the purchase and installation of additional gating securing the tennis courts / pickleball courts inside the Community Center grounds.

Executive Summary

During the weekend of March 11th & 12th, the Community Center experienced a trespass where exterior fencing on the front South side of the property was torn down. The fence in question is in decay with rust along the entire fence line and in need of replacement.

The trespassers entered the grounds and proceeded to the tennis courts / pickleball courts where they exercised for approximately two hours before leaving through the torn down fence. At the time of this incident, the Community Center was closed and unstaffed due to the forecasted rain.

Staff has concerns regarding the safety and security of the Community Center. Those concerns include having a secure site so a small child cannot access our grounds through a damaged fence and accessing the Community Center Pool. Additionally, adding gates to the tennis courts / pickleball courts would make it more difficult to access those courts when the Community Center is closed. Staff are concerned that there could be a medical emergency when no employees are present and unable to assist.

The cost of the external Southwest side fencing is \$10,982.00. The cost of the tennis court / pickleball gating is \$6928.00 for a total of \$17,910. Staff recommends the expenditure be paid by the Hofmann fund.

Fiscal Impact:

Amount Requested \$17,910

Sufficient Budgeted Funds Available: Yes (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Attachments

1. Fencing Quote – Delta Fence.
2. Gating Quote – Delta Fence.

AGENDA ITEM: H2

DELTA FENCE CO. INCORPORATED®

RECEIVED

MAR 27 2023

PROPOSAL/CONTRACT

41675

"WE'LL FENCE YOU IN-OR THEM OUT"
LICENSE NO. 470301



P.O. BOX 830
BRENTWOOD, CA 94513
PHONE 925-634-5990
FAX 925-634-0520

Proposal To: TOWN OF DISCOVERY BAY Address: 1601 DISCOVERY BAY BLVD City: DISCOVERY BAY State: CA ZIP: 94505 Attn: MONICA GALLO (mgallo@todb.ca.gov)	Date: 3-24-23 Phone No.: 925-634-2167 Fax No.: Site Phone: PO Number: Job No.: Material Installed: <input checked="" type="checkbox"/> Material Only: <input type="checkbox"/>
Ship To: SAME: COMMUNITY CENTER Address: City: State: ZIP:	

Style of Fence: Chain Link Style of Fabric: Black Vinyl Line Post: 1 7/8" OD Spaced: 10' - Top: 1 5/8" OD Rail	Overall Height: 6' Gauge: 9 ga Set/Driven in Concrete: X Brace Rail: --	Height of Fabric: 6" Mesh: 2" Terminal Posts Set in Concrete: X Bottom: Tension Wire Gate Frame/Swing: 1 5/8" OD Gate Frame/Slide: --	Knuckle-up: <input checked="" type="checkbox"/> Barb-up: <input type="checkbox"/>
Required Deposit: \$3661.00			

227 Lin. Ft. Complete Fence 6' High Black Vinyl

1 Ea. Walk Gates: 4' Open
Ea. Drive Gates:
Ea. Slide Gates:

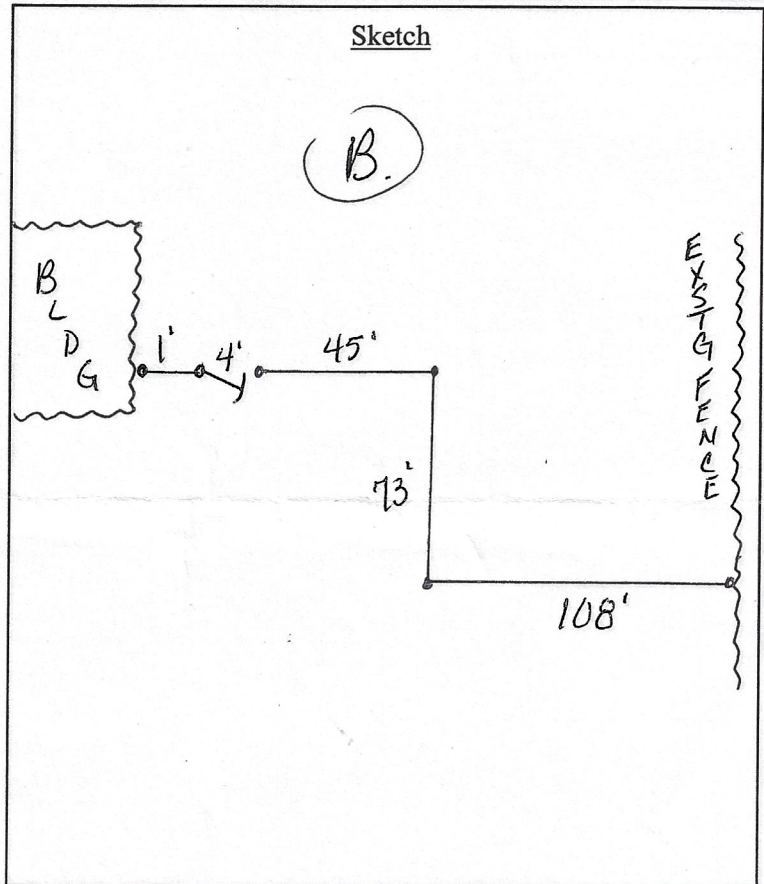
End Posts: 2 3/8" OD
Corner Posts: 2 3/8" OD
Gate Posts: 2 7/8" OD

Specials: Remove & haul away 227 ft existing Iron & Wood fence. Install new all black poly Chain Link fence. Customer to have all debris & shrubs cleared prior to new fence installation.

Prevailing Wages

Customer responsible for repairs to underground lines should any be damaged during construction.

231' Complete Erection Fence	\$10,982.00
Complete Erection	
231' Complete Removal & Haul Away	INCLD
Total Complete:	\$10,982.00



Acceptance: The above proposal when accepted by Credit and an officer of Delta Fence Co., Inc, of its main office, becomes two parties and is not subject to cancellation.

ACCEPTED – DELTA FENCE CO., INC

ACCEPTED-PLEASE SIGN AND RETURN W/DEPOSIT

X Frank Martin III

DATE: 3-24-23

X

DATE:

DELTA FENCE CO. INCORPORATED®



PROPOSAL/CONTRACT

41667

"WE'LL FENCE YOU IN-OR THEM OUT"
LICENSE NO. 470301

P.O. BOX 830
BRENTWOOD, CA 94513
PHONE 925-634-5990
FAX 925-634-0520

Proposal To: TOWN OF DISCOVERY BAY Address: 1601 DISCOVERY BAY BLVD City: DISCOVERY BAY State: CA ZIP: 94505 Attn: MONICA GALLO (mgallo@toddb.ca.gov)	Date: 3-22-23 Phone No.: 925-634-1733 Fax No.: Site Phone: 925-727-2167 PO Number: Job No.: Material Installed: <input checked="" type="checkbox"/> Material Only: <input type="checkbox"/>
Ship To: SAME - COMMUNITY CENTER Address: City: DISCOVERY BAY State: CA ZIP:	

Style of Fence: Chain Link Style of Fabric: Galvanized Line Post: Exstg Spaced: -- Set/Driven in Concrete: X Top: Exstg Brace Rail: -- Bottom: Exstg	Overall Height: 10' Gauge: 9 ga Terminal Posts Set in Concrete: Exstg Gate Frame/Swing: 1 7/8" OD Gate Frame/Slide: --	Height of Fabric: 10' Mesh: 2" Knuckle-up: <input checked="" type="checkbox"/> Barb-up: <input type="checkbox"/> Required Deposit: \$2274.00
---	--	--

Lin. Ft.

Ea. Walk Gates:
 1 Ea. Drive Gates: 17 ft - Double
 1 Ea. Drive Gates: 14 ft - Double
 Ea. Slide Gates:

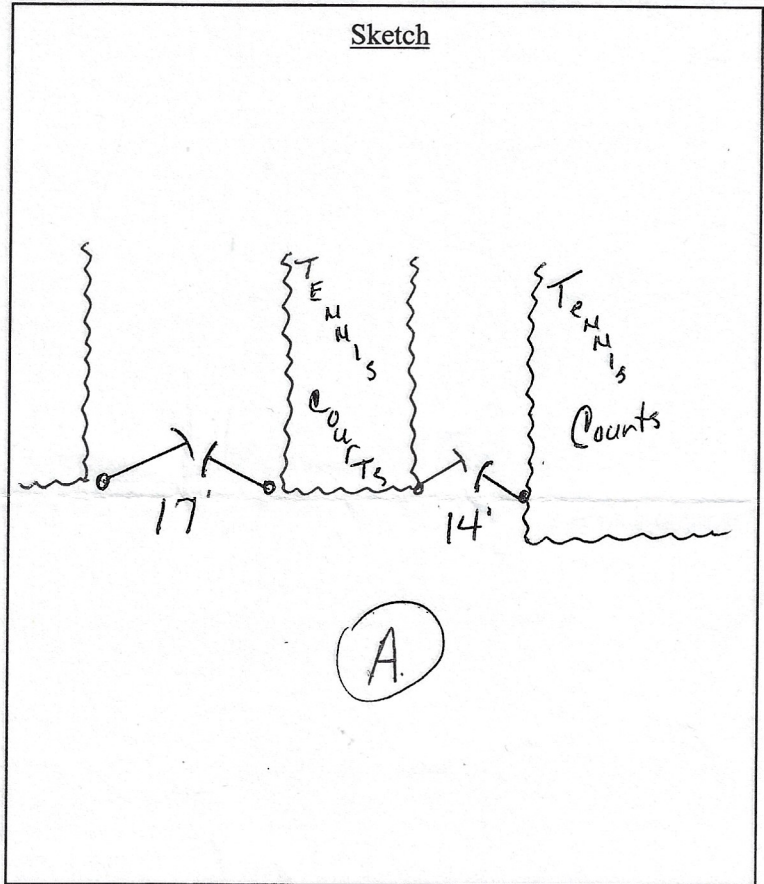
End Posts:
 Corner Posts:
 4 Gate Posts: Schd 40 4" OD

Specials: Core drill 4 each holes & set gate posts, return to shop, fabricate gates.

Prevailing Wages

Customer responsible for repairs to underground lines should any be damaged during construction.

2ea Complete Erection Double Gates	\$6928.00
Complete Erection	
Complete Removal	
Total Complete:	\$6928.00



Acceptance: The above proposal when accepted by Credit and an officer of Delta Fence Co., Inc, of its main office, becomes two parties and is not subject to cancellation.

ACCEPTED - DELTA FENCE CO., INC

ACCEPTED-PLEASE SIGN AND RETURN W/DEPOSIT

X Frank Martin III

DATE: 3-22-23

X

DATE:



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

May 3, 2023

Prepared By: Allan Cantando, Assistant General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action to Adopt Resolution 2023-12 Establishing a Code of Conduct Policy for The Town of Discovery Bay Community Services District (CSD).

Recommended Action

Adopt Resolution 2023-12 Establishing a Code of Conduct Policy for the Town of Discovery Bay.

Executive Summary

The Town of Discovery Bay needs to establish a Code of Conduct Policy. There have been reported instances of individuals not adhering to the authority of Staff at the Community Center as well as the District Office. The behavior also included individuals being rude and discourteous to Staff.

The new policy addresses a code of conduct for individuals' behavior when using or occupying the Town's facilities or buildings.

Staff recommends that the Board consider approving the proposed Code of Conduct Policy by Resolution.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Attachments

1. New Proposed Code of Conduct Policy (May 2023)
2. Resolution No. 2023-12
3. Policy 12 – Park Rules and Regulations

AGENDA ITEM: H3



Town of Discovery Bay

Program Area: Parks and Recreation	Policy Name: Code of Conduct	Policy Number: 032
Date Established: May 3, 2023	Date Amended: N/A	Resolution: 2023-12

1. Goal and Definitions

Goal – The goal of the Recreation Services Department (the “Department”) is to provide and promote recreational activities for persons interested in good conduct, fair play, and sportsmanship in a pleasant, safe, and healthy environment One objective in developing this Activity Code of Conduct (“Code of Conduct”) is to enhance the enjoyment of the activity by the participants.

Definitions – For the purpose of the Code of Conduct, unless otherwise apparent from the context or defined elsewhere in the Code of Conduct, certain words and phrases used are defined as the following:

“Activity” is defined as a specified form of action in the area of recreation. An Activity may include, but is not limited to, a class, program, sports league, special event, training, or meeting.

“Flagrant” is defined as extreme or deliberate violation of rules and regulations and/or customary acceptable behavior.

“Instructor” is defined as one who imparts knowledge or skill to another.

“Official” is defined as an authorized authority who supervises the play of a sport or event.

“Parent” is defined as mother, father, legal guardian, grandparent, aunt, uncle, brother, sister, or anyone representing that child at an event.

“Participant” is defined as one who takes part in an activity or program.

“Person of Authority” is defined as any full or part-time Town of Discovery Bay employee authorized to supervise and enforce Town of Discovery Bay rules, regulations, or codes as they pertain to a specific activity.

“Spectator” is defined as an observer or on-looker of an activity.

“Volunteer” is defined as an individual, coach, manager, team parent, umpire, referee, teacher, or Town official who is giving their time and expertise and acting in a non-paid capacity.

2. **Activity Code of Conduct** – This Code of Conduct will be in effect before, during and immediately after all Town of Discovery Bay (“Town”) activities when on Town controlled property. All activities held on Town controlled property shall be conducted in compliance with the Town of Discovery Bay Policy #12, Rules and Regulations (“R/R”) specific to utilizing a particular facility/program. Violations of the Code of Conduct and R/R may result in penalties specified below. Violations of the policy may also result in civil and/or criminal citations.

Section 1 – Abusive Manner – NO PERSON SHALL;

- Refuse to abide by an official’s/instructor’s/person of authority’s decision(s).
- Be guilty of overt demonstration of dissent at an official’s/instructor’s/person of authority’s decision(s) by throwing sports gear or equipment or any other forceful action.
- Dispute with or disrespect an official/instructor/person of authority or publicly discuss with an activity participant or spectator, a decision reached by an official/instructor/person of authority in a derogatory or abusive manner.
- Verbally attack in an abusive manner any other person.
- Act in a disruptive manner.
- Use profane, obscene, or vulgar language.
- Verbally, visually, or physically harass any official/instructor/person of authority, volunteer, participant, or spectator.

Section 2 – Rough Tactics – NO PERSON SHALL:

- Direct or use unnecessary rough contact during an activity against the body and person of another person.

Section 3 – Aggression – NO PERSON SHALL:

- Attack or act in an aggressive manner towards another person; be a willing participant in a fight; or threaten another person with a physical attack.

Section 4 –Gambling – NO PERSON SHALL:

- Gamble or place bets concerning the outcome of an activity with any spectator, volunteer, official/instructor/person of authority, or participant.

Section 5 – Use of Tobacco Products or Alcohol – NO PERSON SHALL:

- During an activity as a participant, spectator, volunteer, or official/instructor/person of authority; partake in smoking or chewing tobacco products.
- Appear upon the activity area at any time in an intoxicated condition or be allowed to consume alcoholic beverages while participating, watching, officiating/instructing, or volunteering during an activity. The presence and/or the consumption of any and all alcoholic beverages are prohibited at all Town parks. See Town Policy #12, section XVI.

Section 6 – Suspended or Non-Registered Participants – NO PERSON OF AUTHORITY/VOLUNTEER SHALL:

- Knowingly allow a suspended participant to participate in a game, match meet, or activity during the participant’s time of suspension in any manner (such as a player, coach or scorekeeper) or allow a non-registered person to actively participate in a game, match, meet, or activity.

Section 7 – Soliciting – NO PERSON SHALL:

- Use any park or facility for the purpose of conducting a commercial business without a vendor permit. See Town Policy #12.

Section 8 – Violations and Disciplinary Process – Any flagrant violation of the Code of Conduct, the Town Policy #12 and/or R/R can/may result in immediate expulsion from the class/program/facility. Further disciplinary action may be taken, and the participant may not be issued a refund.

3. Violations

- In case an incident arises that is not covered by the Code of Conduct, and/or R/R, the lead supervisor will determine what action will be taken.
 - Flagrant violations or repeated violations of the Code of Conduct, Town Policy #12 and/or R/R will result in an extended suspension and probation or expulsion from the Department’s activities or use of facility.
 - Any person ejected from an activity must leave the facility immediately; the person must remove himself/herself out of sight and sound of the official/instructor/person of authority.
4. **Disciplinary Process: VERBAL WARNING:** If a participant/spectator violates the Code of Conduct, Town Policy #12 and/or R/R, the instructor/person of authority will verbally request that the behavior be discontinued. Failure of a spectator to comply with the instructor’s/person of authority’s request may lead to the expulsion of the participant.
5. **EXPULSION:** Should the participant/spectator fail to comply with the verbal warning, the consequences shall be the participant or spectator will be expelled from the class/activity. Expelled participants/spectators will not be refunded their registration fee.
6. This Code of Conduct shall be in effect at all Town of Discovery Bay facilities and buildings.



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2023-12

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
CODE OF CONDUCT POLICY**

WHEREAS, The Town of Discovery Bay has established a Code of Conduct Policy May 3, 2023 (Policy #32; Resolution 2023-12); and,

WHEREAS, from time-to-time policies need to be created to ensure there is mutual respect to others and staff in accordance with current Local, State and Federal laws as well as current best practices; and,

WHEREAS, the establishment of the Code of Conduct policy will be in affect at all Town owned facilities and buildings .

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Board of Directors adopt Resolution 2023-12

SECTION 2. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF MAY 2023.

Ashley Porter
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on May 3rd, 2023 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dina Breitstein
Board Secretary



Town of Discovery Bay

Program Area: Parks and Landscaping	Policy Name: Park Rules and Regulations	Policy Number: 012
Date Established: April 20, 2011	Date Amended: December 19, 2018	Resolution: 2013-13

GENERAL INFORMATION

These Rules and Regulations shall apply to all Town of Discovery Bay Community Services District's (District) owned or maintained Parks and common areas.

II. PARK HOURS

Park hours shall be based upon the amount of light available for the safety of park users. Closing hours are one-half hour after sunset to one-half hour before sunrise on the following day.

When the parks are closed, lighted pathways may be used for traveling from one location to another; however, loitering on any pathway after the park is closed is prohibited.

No person may enter, loiter or remain, or allow or maintain a motorized vehicles, bike or skateboard, in any park after the park is closed for public use. No vehicle may be left overnight for any reason, without the authorization of the General Manager or his/her designee.

III. PARK USE

In general, park use is on a first come, first served basis. However, reservations are strongly encouraged and are required for all sports leagues, organizations, groups over 50, or any time a user intends to bring inflatable play equipment into any Park.

Any user who has made a reservation has priority over a user that has not made a reservation.

Individuals or groups wishing to make a reservation must be at least 18 years of age. Applications must be submitted to the Community Center office a minimum of five (5) days in advance of their scheduled event.

To reserve an area in one of the Parks, the following process must be followed:

1. The user must obtain a packet from the Community Center which includes the following:
 - a. Park Usage & Rental Policy
 - b. Park Reservation & Rental Fee Schedule
 - c. Park Reservation & Use Permit Application

2. All Fees and Deposits must be paid to the Community Center at time of rental

All terms and regulations of the "Park Usage & Rental Policy" shall apply to reservations.

IV. ATHLETIC FIELDS (BASEBALL & SOCCER)

In general, the use of all baseball and soccer fields will be governed by "Memorandum of Understanding (MOU)" which is negotiated annually with specific user groups.

When a field is not scheduled for use under a League or Organization agreement (MOU), it is available for public use. Reservations for day use can be made at the Community Center.

All users will adhere to the "Rainy Day" policy where if it has rained anytime in the three-hour period prior to scheduled field use, all activity shall be canceled. If rain begins during field use and continues for thirty minutes, all activity shall be canceled. Additionally, if the field is obviously too wet or in a condition where practice or active play would damage the field or turf, such practice play shall be postponed until the field has dried out to a point where footprints will not make a lasting impression. Users may reschedule their event or receive a refund if they have been rained out.

Users may not use fences for backstops, goals, or the like, which may cause damage.

V. BASKETBALL COURTS

For safety reasons, open-toe shoes or sandals are not permitted.

Hanging from the basketball rims and slam dunking is not permitted.

All disputes and disagreements shall be handled in a calm manner. Fighting or loud, abusive language is prohibited and will lead to removal from the courts.

When players are waiting, the following rules apply:

1. Games are played to 11 points, with each basket being worth 1 point.
2. Winning teams may remain on the court until they lose.
3. Full court games take precedence over half-court games; however, if a half-court game is in progress; full court games must wait for the current game to finish before taking court.
4. If the winning team of a half-court game does not wish to play full-court, they must leave the court.

VI. TENNIS COURT

For safety reason, tennis shoes must be worn at all times.

Courts are to be used for Tennis or Tennis like sports, ONLY. All other equipment is strictly prohibited.

Tennis courts may be reserved at the Community Center on a first come, first served basis.

Players holding reservations have priority use of the Tennis Courts; however, if the reservation holder arrives late (20 minutes) or more, the reservation is forfeited.

When operating on a first come, first serve basis, one user cannot hold a court while waiting for another. All users must be present to secure a court.

When players are waiting, the following rules apply (except in the circumstance of a reservation):

1. Users already in play on the court may finish their match.
2. Singles matches may not exceed 1 hour.
3. Doubles matches may not exceed 1 ½ hours.
4. Once a match has been completed, the players must give use of the court to waiting users.

No animals are allowed on the court or inside the tennis area.

Persons not abiding by the above rules may be denied permission to use tennis courts in the future.

VII. SPLASH PAD

The Splash Pad is unsupervised. All persons using the facility do so at their own risk.

All children must have adult supervision at all times.

Swim suits and/or appropriate attire must be worn at all times.

Footwear/sandals are strongly recommended.

Food and/or beverages of any kind are not allowed on the Splash Pad.

No glass containers or breakable objects are allowed on the Splash Pad.

No skateboards, roller blades, bicycles, and/ or scooters are allowed on the Splash Pad.

Dogs/pets are not allowed on the Splash Pad.

Swim diapers are required for all non-toilet-trained users.

Roughhousing or violent play is prohibited.

The Splash Pad is not available for reservation.

Operations Hours will vary depending on temperature, time of year, budget availability and safety concerns.

VII. SWIMMING POOL

General Pool Rules

All users over the age of 2 entering the pool facility must pay an entrance fee.

Swimmers must shower before entering pool.

All users will comply with the direction of the Lifeguard(s) and/or Aquatics Staff. Failure to comply will result in dismissal from the facility.

Users will limit their conversations with the Lifeguards. General questions should be directed to Aquatics Staff in office.

Users shall not block the view of a Lifeguard.

Food and drinks may be consumed on lawn areas inside or surrounding the pool area; No food or drinks of any kind will be allowed on the pool deck.

No glass containers are allowed within the pool area.

Children under thirteen years of age must be accompanied by a responsible person over the age of 18.

Children six years of age and under must remain within arm's reach of the adult, in or out of the water, at all times.

Children between the ages of 13 and 18 need not be accompanied by a responsible person over the age of 18, as so long as their parent/guardian signs waiver in the presence of Aquatics personnel.

Attire

All swimmers must wear a bathing suit. Only clean bathing suits are allowed in the pool.

Rash guards that are loose are permitted in the water for sun protection purposes only.

Clothing with metal zippers, snaps, buckles or buttons are not permitted.

Street clothing including; T-Shirts, basketball shorts, cut-offs, bike shorts, leotards, etc. are not allowed in the water.

Infants and Toddlers must wear swim diapers under their swimsuits.

Conduct and Safety

No running in the pool area.

No roughhousing inside the pool area, showers or locker rooms.

No person shall hang on the back of another person.

No floatation devices (water wings, inflatable tubes, etc.). Only US Coast Guard approved lifejackets that have been inspected by Aquatics personnel are allowed. An adult must be supervising the child at all times.

No profanity

Animals are not permitted in the pool area.

Swimmers may be required to demonstrate, to a lifeguard, that they can swim one width of the pool to be eligible to swim in the deep end.

Operations Hours will vary depending on temperature, time of year, budget availability and safety concerns.

IX. ANIMALS WITHIN THE PARK

No person owning, possessing, harboring or controlling any animal shall allow such animal to be at large. In the case of a dog, at large means "not under effective restraint by a leash". In the case of animals other than dogs, at large means "not in the immediate presence or under their effective control of such person, in any place or position with the capacity to injure persons or property, or fights, bites or causes harm to any other animal or person".

It shall be the responsibility of persons having charge of any animal to collect and dispose of excrement deposited in any public park/area.

No animal may enter or remain within any park area reserved for children or enter any play apparatus area.

No animal may be left unattended.

With the authorization from the District's General Manager, or his/her designee, animals may be brought onto public parks or facilities for the purpose of animal shows, exhibits, festivals and the like.

All park users are subject to Contra Costa County Ordinances relating to animal control services. Violations may be reported directly to Contra Costa County Animal Services at (925) 335-8398.

X. AUTOMOBILES, BICYCLES AND OTHER CONVEYANCES

Unless specifically authorized, no person shall drive or propel any automobile, truck, motorcycle, motor scooter, motorized skate boards or scooter, or any other motor powered vehicle within any park, except on the roads, driveways and/or parking lots provided and designated by the District General Manager or his/her designee for such use.

Parking overnight in any park parking lot is prohibited.

No person shall park any vehicle on any lawn or planted area in any park, unless specifically authorized by the District's General Manager or his/her designee.

No person shall wash, grease, service or repair any vehicle in public park areas unless authorized by the District's General Manager.

No motor vehicle or other conveyance shall be parked in any other area than an established or designated parking area.

Persons shall not ride or drive any horse or other animal within parks or common areas, unless authorized to do so by the District's General Manager or his/her designee.

Persons riding bicycles, skateboards, skates may ride upon the designated improved park road or pathway (asphalt or concrete) only, and then only when operated in a safe manner and yielding to pedestrians. Trick and exhibitions, including grinding, jumping starts and rails on benches, are strictly prohibited.

Caution and courtesy shall be followed when riding bicycles, skateboards or roller skates within any public park.

XI. FIRES, CAMPFIRES AND BARBEQUES

Fires, campfires, and barbecues (BBQ) shall be permitted only in grills already provided in the park and may not be left unattended. Fuel shall be of such types and fires kindled in such a manner as to prevent the danger of fire in the surrounding vegetation. No personal BBQ's are allowed unless specifically authorized by the District's General Manager or his/her designee.

Before leaving the premises, a park user starting a fire in an authorized place shall be responsible for assuring that the fire is thoroughly extinguished. Used coals, fuel or other flammable material used to cook should be left on the grill provided in the park and should not be dumped into garbage receptacles, bushes or on any lawn area.

XII. USE OF INFLATABLE PLAY EQUIPMENT

The District requires any user, or operator, who intend to bring inflatable play equipment into the park provide the District with a Certificate of Liability Insurance showing valid liability coverage in the amount of \$1,000,000. A separate additional insured endorsement must be submitted listing the “Town of Discovery Bay CSD, its officers, officials, employees, and volunteers” as additional insured on the policy. Insurance Certificates must be submitted to the District at least five (5) days prior to the scheduled reservation.

Inflatable play equipment may only be operated in areas specifically designated by the District.

Power sources are not available at Ravenswood Park or the Community Center BBQ area.. Generators may be used only with District authorization, and only between the hours of 10am and 6pm.

XIII. GOLF, ARCHERY AND HORSESHOES

No person shall play or practice golf, archery or horseshoes, except in designated areas.

XIV. MODEL AIRPLANES, CARS AND OTHER SIMILAR DEVICES

No person shall fly model airplanes or operate gas powered model cars, vehicles, or other similar gas powered remote controlled devices within the grounds of any District park.

Battery powered remote controlled vehicles or devices may be used, but in a courteous manner, yielding to pedestrians and other park users.

XV. RESTROOM USE

No person shall use restrooms designated for the opposite sex, except children (age 6 and under) accompanied by an adult.

All persons shall cooperate in maintaining restrooms in a neat and sanitary condition.

XVI. ALCOHOL

No person shall consume, possess, sell, serve or cause to be served, any alcoholic beverage of any kind within a park area (reserved or not).

Violation of this regulation shall be grounds for immediate removal from any park area, citation by the Contra Costa County Sheriff's Department, and revocation of future use and reservation privileges.

XVII. DISORDERLY CONDUCT PROHIBITED

Public parks are for the enjoyment and benefit of those persons who desire to use the facilities in an orderly manner. Disorderly conduct, including the following, is prohibited:

1. Use of language which is offensive and likely to provoke an immediate violent reaction, including playing music which would do the same.
2. Throwing of rocks, stones or other missiles, likely to cause damage to any person, property, or animal. Use of typical play equipment, such as a Frisbee or baseball, shall be allowed so long as it does not endanger other park users.
3. Carrying firearms or other dangerous weapons in the park, that is potentially dangerous to human safety and wildlife, other than police officers in the discharge of their duties.

Weapons prohibited under this section include, but are not limited to: firearms, any gun, pistol, bow and arrow, slingshot, or any type of object or device capable of propelling a projectile, knives (other than pocket or kitchen knives for the purpose of preparing or serving food), daggers, and martial arts weaponry, axes or machetes.

4. Possess, sell, display or discharge any fireworks or firecracker of any sort, except with explicit written authorization from the District General Manager and the East Contra Costa Fire Protection District.
5. Playing any game of chance, or operating any gaming table or instrument, or equipment designed for such game of chance.
6. Aggressive behavior, such as pushing, shoving, or intentionally walking/riding close to another while walking, running, riding a bicycle, scootering, skateboarding, or roller/in-line skating.
7. Begging or soliciting contributions or subscriptions.
8. Climbing upon or tending to deface any wall, fence, shelter, building, structure or other public facility or equipment.
9. Appearing unclothed or in such attire, costume or clothing as to be exposed to public view.

Persons who are disorderly or publicly offensive to other park users or nearby residents shall be asked to cease such activity, and upon failure to do so, may be required to leave the park.

XVIII. EXCESSIVE NOISE PROHIBITED

No person shall make excessive noise that distracts or disturbs park patrons or nearby residents.

XIX. SELLING AND ADVERTISING

No person shall sell, offer for sale, or give away any goods, wares or merchandise, or services (including training courses) within any park without having obtained authorization from the District's General Manager or his/her designee.

No person shall affix, cause to be posted or affixed to any tree, shrub, plant, fence, building, structure, monument, wall apparatus, post, bridge, bench, gate or other physical object, any handbill, circular, booklet, card, pamphlet, sheet, poster or written or printed notice advertising any commodity, article, merchandise, business activity, person, or thing within any public park without the prior authorization of the District's General Manager or his/her designee.

XX. EMERGENCIES

In an emergency or when the District's Board of Directors shall determine that the public interest, or public health, or public safety demands such action, any park, or any part or portion thereof, may be closed to the public and all persons may be excluded there from until the District's Board of Directors or emergency personnel shall determine that public use of the park or the portion thereof may be properly resumed and orders the park or portion of thereof reopened to public use.

XXI. EXHIBITIONS, EVENTS, FESTIVALS, MEETINGS & ASSEMBLIES

Any person, group, society, club or organization wishing to set up or maintain any exhibition, place of amusement, concert, picture show, bandstand, performance, entertainment or other form of amusement, or a function, business meeting, assembly, demonstration or any large gathering (with the exception of a parade) where the expected attendance is 50 people or more occupying the park at any one time, must first obtain permission from the District's General Manager or his/her designee.

All requests for authorization under this section must be submitted no less than 60 days prior to the event to allow District staff time to prepare for the event.

Groups of any size requiring the assistance from the District (i.e. street barricades, etc.) must make a request in writing to the District at least 60 days prior to the event and may be required to reimburse the District for costs incurred as a result of the event. The District's General Manager or his/her designee may waive these requirements on a case-by-case basis.

Users wishing to stage or disperse a parade in a park and who have the necessary permit from the District are exempt from the requirements of this section.

XXII. CAMPING

No person shall camp, lodge, erect a tent, or other temporary structure overnight in any public park without the authorization of the District's General Manager or his/her designee.

XXIII. CARE AND MAINTENANCE OF THE PROPERTY

All refuse and debris within the park area shall be deposited within the appropriate can or receptacle provided. When a can or receptacle is not provided or is full, users must remove their refuse or trash from the park and properly dispose of it elsewhere.

No person shall cut, break, injure, tamper with, deface, remove or disturb any tree, shrub, plant, rock, building, wall, fence, bench, sign, regulations, structure, apparatus or property; or climb any tree or wall, stand or sit upon monuments, bases, fountains, railings, fences, or any other property not designated for such purposes, nor shall persons hitch a horse or other animal to any tree or structure.

No person shall construct or erect any building, run or string any public service utility except by special written authorization.

No person shall wear footwear that will damage, injure, or create the need for excessive maintenance on any field, court, deck, floor, turf, or specialized surface prepared for particular games or activities.

Only persons authorized by the District shall perform any work in or upon the park. Work, such as taking up or replacing soil, turf, ground, pavement, structures, trees, shrubs, plants, or flowers, shall be performed solely under the authorization of the District's General Manager or his/her designee.

No person shall use a park or any portion of the park when posted by the District as being closed for any reason, including, but not limited to when the park or portion thereof is closed for repairs or maintenance.

No user may engage in graffiti, tagging, or other defacing of District property or the property of others.

No person shall place or dump any foreign material like dirt, rocks, grass clippings, building materials, bottles, cans or anything similar on or within all parks and common areas.

XXIV. CONDITIONS AND LIMITATIONS

Entry into the parks including reservations issued under the provisions of this chapter are subject to such reasonable conditions as the issuing body may deem necessary in order to ensure that the proposed use will be compatible with the general use of the park. Such conditions may include, but are not limited to the following:

1. Limitations on the times during which the proposed use will be permitted;
2. Limitations on the locations at which the use will be permitted;
3. Limitations on the number of people that will be permitted to participate in a use given a location;
4. Requirement that the applicant furnishes a CERTIFICATE OF LIABILITY INSURANCE showing valid liability coverage in the amount of \$1,000,000. A separate ADDITIONAL INSURED ENDORSEMENT must be submitted listing the “Town of Discovery Bay CSD, its officers, officials, employees, and volunteers” as additional insured on the policy. Insurance Certificates must be submitted to the District at least five (5) days prior to the scheduled reservation.
5. Requirement that the applicants furnish private patrol or security where the nature of the use will impose undue burdens on the police services of the District;
6. Requirement that the applicants provide temporary sanitary facilities, trash containers, etc.
7. Require that the applicant post fees, deposits, or other security to cover the extraordinary costs which may be incurred by the District as a result of the proposed use.

No conditions imposed under these Rules and Regulations shall unreasonably interfere with the rights of individuals to express themselves or assemble, provided, however, that such activities shall be subject to such reasonable regulations so as to ensure the rights of the people to use their public parks shall not be unreasonably impaired. All users shall comply with all park rules and regulations unless otherwise specifically exempted there from.

END



Town of Discovery Bay

"A Community Services District"

AGENDA REPORT

Meeting Date

May 3, 2023

Prepared By: Allan Cantando, Assistant General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action to Rescind Resolution 2010-14 and Adopt Resolution 2023-13 Establishing the Revised Website Policy for The Town of Discovery Bay Community Services District (CSD).

Recommended Action

To Rescind Resolution 2010-14 and Adopt Resolution 2023-13 Establishing the Revised Website Policy for the Town of Discovery Bay.

Executive Summary

The Town of Discovery Bay adopted the current Website Policy (Resolution 2010-14) on September 1, 2010. The policy was recently reviewed, and the suggested changes are as follows:

- Minor verbiage changes were removed or added throughout the document.
- Opening paragraph was removed; the information is contained within the document.
- No major conceptual additions were added to the document.

Staff recommends that the Board consider approving the proposed Website Policy by Resolution.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

Attachments

1. New Proposed Website Policy (May 2023)
2. Website Policy 10 (adopted September 2010) 2010-14
3. Resolution No. 2023-13

AGENDA ITEM: H4



Town of Discovery Bay

Program Area: Administrative	Policy Name: Website Policy	Policy Number: 010
Date Established: September 1, 2010	Date Amended: May 3, 2023	Resolution: 2023-13

Conditions of Use

By visiting the Town of Discovery Bay Community Services District (CSD) website, users agree that they will not use the website for any unlawful activity, or use it in any way that would violate the terms and conditions of use. This website is governed and construed by the laws of the State of California. Any use of the website shall comply with all District, State and Federal laws and regulations. Unauthorized attempts to upload information or change information on this website are strictly prohibited and may be punishable under state law and federal statutes including the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act. We monitor network traffic to identify unauthorized attempts to upload or change information or to otherwise cause damage to the District's website. Anyone using this website expressly consents to such monitoring.

Communications to the (CSD) via this website shall in no way be deemed to constitute legal or official notice to the Town of Discovery Bay CSD, its agencies, officers, employees, representatives, or agents with respect to any existing, pending or future claim or cause of action against the Town of Discovery Bay CSD or any of its agencies, officers, employees, representatives or agents where notice is required by Federal, State or local law. Nor shall communications to the District via this website be deemed to constitute legal or official notice for any other purpose.

Changes are made periodically to (CSD) documents, including (CSD) regulations, guidelines, and schedules, and these changes may or may not be reflected in the materials or information present on this website. Additionally, because the site is frequently under development, materials and information may be deleted, modified, or moved to a different part of the website without advance notice.

Under no circumstances shall the Town of Discovery Bay CSD be liable for any actions taken or omissions made from reliance on any information contained herein from whatever source nor shall the District be liable for any other consequences from any such reliance.

The Town of Discovery Bay CSD is neither responsible nor liable for any viruses or other contamination of your system nor for any delays, inaccuracies, errors or omissions arising out of your use of this website or with respect to the material contained on this website, including without limitation, any material posted on the website. This website and all materials contained on it are distributed and transmitted "as is" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. The Town of Discovery Bay CSD is not responsible for any special, indirect, incidental, or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the website whether the materials contained on the website are provided by the Town of Discovery Bay CSD, or a third party.

Links from Town of Discovery Bay CSD Website

The Town of Discovery Bay CSD permits the establishment of links to external websites on the District's official website solely in conformance with this website policy. In the establishment and maintenance of its official website, the District does not intend in any manner to create nor does it create a forum or other means by which public discourse, exchange of opinions, or discussion on issues of any nature may occur. The District is not responsible for, does not endorse, and cannot assure the accuracy of information on these outside websites.

Organizations wishing to establish external links on the District's website must submit a request to the District. The request must contain all information necessary to verify the facts as stated and is necessary to determine whether the proposed link is in compliance with this policy. The Town of Discovery Bay CSD General Manager will review the merits of the requested external link, keeping in mind the criteria and examples listed below, to determine whether the link serves the overall purpose of the District's website. A request will not be denied because of a viewpoint espoused by the person or entity.

At its discretion the District may provide links to external sites that fall into one of the following categories:

Other governmental agencies; utilities, both public and private; bona fide educational institutions as defined in the Internal Revenue Code §501(c)(6); elected public officials; and local and regional public transportation agencies.

The District may, at its discretion, allow links and informational postings for events, meetings, public appearances, and other “community associated” happenings pursuant to this policy and in compliance to the following terms and conditions:

The “event” must be hosted by a public or non-profit or other Community Based organization and the event benefits Discovery Bay; the event must be open to public participation but is not necessarily a “free” event (i.e., golf tournament, fundraising event, concert, etc.); the event is a charitable/fundraising event that benefits Discovery Bay in some fashion; and if the event itself is something that the community would enjoy, find valuable, or obtain valuable information by attending. The event must be held by a public or non-profit organization, or a for-profit organization doing non-profit or charitable work (for example, a company sponsoring a 5K run where the proceeds benefit charitable or non-profit organizations). The event must be open to the general public.

The Town of Discovery Bay CSD may decline to post/promote any event should the District’s General Manager find that the event does not meet these guidelines and/or should anything about the event itself be found to be objectionable and inconsistent with the policies contained herein.

The Town of Discovery Bay CSD reserves the right to: (1) deny an external link request to any person, business or organization when it is determined, following review of a request, that the entity or organization for which request is made does not meet the criteria set forth in this policy; and/or (2) deny an external link request to any person, business or organization which fails to provide all required information or fails to provide truthful information.

Some examples, but not all, of the type of websites that the District's website will not provide an external link to other websites or to promote via the events calendar are as follows:

Promoting or exhibiting hate, bias, discrimination, pornography; libelous or otherwise defamatory content; associated with, sponsored by or serving a candidate for elected office, any political party or organization

supporting or seeking to defeat any candidate for elective office or any ballot proposal; associated with political organizations or other organizations advocating a position on a local, state or federal issue; and furthering the agenda of a political organization or candidate running for office. Additionally, individual and/or personal home pages will not be Allowed.

The District reserves the right to immediately and without notice to any person or organization: (1) remove any external link if the nature of the organization or business to which the link relates no longer complies with the District's external link Policy; (2) discontinue an external link at any time if entities' website provides or promotes hate, bias, discrimination, pornography, false, slanderous, illegal, political (see above examples of websites the District will not link to), or incorrect information at any time; or (3) to revise this policy without prior notice when to do so is deemed to be in the best interests of the Town of Discovery Bay CSD.

Location and Appearance of External Links

The District reserves the right to determine how and where External links will appear on its website; i.e. what page the link appears on and where the link is placed on the page.

Copyright/Trademark

The District Seal, brand and banner are trademarks of the Town of Discovery Bay CSD. Any use of the materials stored on the District's website is prohibited without the written permission of the Town of Discovery Bay CSD. The Town of Discovery Bay CSD retains all intellectual property rights including copyrights on all text, graphic images and other content. This means that the following acts or activities are prohibited without prior, written permission from the Town of Discovery Bay CSD: (1) modification and/or re-use of text, images or other website content from a District server; (2) distribution of the District's website content; or (3) "mirroring" the District's information on a non-District server.

Third Party Materials

Some materials and information used on the Town of Discovery Bay CSD's website were generated by third parties who have consented to the District's use or placement of such materials on this site. These materials are owned by those parties. Use of these third party materials for any purpose is prohibited. Persons seeking to use or modify third party materials for any purpose should contact the owner of such materials directly. These materials include icons and graphics used in links to other organizations' sites, as well as various items of general content.

Disclaimer of Endorsement

Some of the links made available to you through the Town of Discovery Bay CSD's website will allow you to leave the District's site. Please be aware that the Internet sites available through these links, and the materials that you may find at those sites are not provided by, endorsed by or under the control of the Town of Discovery Bay CSD. Therefore, the District cannot and does not make any representation to you about these sites or the materials available on the sites. The fact that you may be able to access these additional sites from the District's website is not an endorsement or recommendation to you by the District of any of these sites or any material found there. The District is providing these links only as a convenience to you, and your access to these additional sites is done at your own risk.

General Disclaimer

The materials and information contained on or obtained from this website, are distributed and transmitted "AS IS" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Information contained on this website, including information obtained from external links thereon, is provided without any representation of any kind as to accuracy or content and should be verified by the user. The Town of Discovery Bay CSD is not responsible for any general, direct, special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the site whether the materials contained on the website are provided by the Town of Discovery Bay CSD or a third party.

Indemnification/Hold Harmless

By using the District's website, the user agrees to indemnify or hold harmless the Town of Discovery Bay CSD for any occurrence resulting from an act of user's use of the District's website. The District will take all reasonable precautions to safeguard the confidentiality of user information but is not liable for any injury caused by the disclosure of that information, whether caused by security breach, accident, inadvertence, or any other act resulting in disclosure.

Links to the Town of Discovery Bay CSD's Website

Advance permission to link to the District's Website is not necessary. However, the organization linking to the Town of Discovery Bay CSD's website should understand that content and internal web links may change at any time without notice.

Entities and individuals shall not link to the District's website nor capture pages within frames and present the District's website content as its own, or otherwise misrepresent this website's content or misinform users about the origin or ownership of its content.

PRIVACY AND SECURITY POLICY

Privacy Statement

The Town of Discovery Bay CSD ("District") is committed to protecting the privacy of the individuals utilizing the District's Website; however, personal information submitted to the District's Website may be subject to disclosure pursuant to various California laws, including, but not limited to, the California Civil Discovery Act of 1986 and the California Public Records Act. The District may share such information with other agencies if: (1) the information relates to that agency; (2) to protect the interests of others; (3) to protect and defend the rights or property of the District; or (4) as otherwise provided by law.

The District's Website contains links to other sites. Please be aware that the District is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every Website that collects personally identifiable information. This privacy statement applies solely to information collected by the District's Website.

The Town of Discovery Bay CSD does not use its Website to:

Collect personal information for commercial marketing. The District will not send you unsolicited email regarding any commercial offers or advertisements at any time.

Create individual profiles with the information provided by users of this site, nor does it give such personal information to third parties or private organizations. The District does not track personal information about individuals and their visits.

The Town of Discovery Bay CSD does use its Website to:

Collect personal information for the purpose of responding to a user's request or input, or to complete an online transaction. If a user chooses to provide the District with personal information, such as sending an e-mail to a District employee or by filling out and submitting an online form located on the District's Website, the District may use that information to respond to the user's message and to assist in obtaining information the user may have requested. The District treats e-mails submitted by a user the same way it treats letters to the District. The District will not share e-mail addresses submitted by a user through the District's website.

Provide electronic commerce capabilities, should a user provide any personal information and/or payment information while using the District's Website. Such information may be collected, processed and disclosed to complete an online transaction and for record-keeping for such activities as billing, permits, licenses and other business-related purposes.

Collect usage statistics for site management, such as assessing what information is of most and least interest, determining technical design specifications, and identifying system performance issues. The information does not identify you personally. The following information about your visit is collected: the Internet domain and/or IP address from which you access the District's Website; the type of browser and operating system used to access the District's Website; the date and time of the visit; the pages visited; and if you link to the District's Website from another website, the address of that Website.

The District's Website may transfer information to your computer through cookies or other technology. The use of cookies or similar technology is an industry standard and does not personally identify users, although they do identify a user's computer. Cookies or similar technology can make the Internet more useful by storing information about your preferences on a particular site. If preferred, you can configure your browser to refuse cookies. However, you may not be able to take full advantage of the District's website if you do so.

Security Statement

The District Website utilizes encryption technology. However, the user should not assume that information submitted to the District Web server would be treated as confidential (See above Privacy Statement). If a user submits information to the District's server through a web page containing visible indicators of active encryption technology, the District will take all reasonable precautions to safeguard the confidentiality of such information.

Web Accessibility Guidelines

The Town of Discovery Bay CSD is committed to providing equal access to its electronic information technologies and services for all residents, visitors and business customers. As the World Wide Web has become an essential means by which we provide information to and conduct transactions with our community, our goal is to provide information and services in ways that work effectively for all. It is one of our goals to continually improve the Web site to achieve compliance with the latest standards in functionality and universal accessibility. We follow the federal ADA Section 508 rules.

Tools for Blind & Visually Impaired Users

Adobe, the makers of Acrobat and Acrobat Reader, have developed tools to assist blind and visually impaired users. Please visit the **Adobe Accessibility** area for more information. Please note that the tools designed to create simple HTML documents easily read by standard speech-synthesis software will not retain the graphic images or text formatting of an original Adobe PDF.

Additional Applications

Some of the services and information posted on Town of Discovery Bay CSD website require that a user download and install additional applications as part of their browser software. The basic versions of these applications are offered, at no cost, on the vendors' Web sites. These applications include:

Adobe Acrobat Reader - The District uses Adobe Acrobat to create Portable Document Format (PDF) files to provide online access to District documents in their original formatting.



Town of Discovery Bay

Program Area: Administrative	Policy Name: Website Policy	Policy Number: 010
Date Established: September 1, 2010	Date Amended: N/A	Resolution: 2010-14

~~Thank you for visiting the official website of the Town of Discovery Bay Community Services District. We are providing this notice to explain our online information practices and the choices you can make about the way your information is collected and used by the Town of Discovery Bay CSD.~~

Conditions of Use

By visiting the Town of Discovery Bay ~~CSD~~ [Community Service District \(CSD\)](#) website, users agree that they will not use the website for any unlawful activity, or use it in any way that would violate the terms and conditions of use. This website is governed and construed by the laws of the State of California. Any use of the website shall comply with all District, State and Federal laws and regulations. Unauthorized attempts to upload information or change information on this website are strictly prohibited and may be punishable under state law and federal statutes including the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act. We monitor network traffic to identify unauthorized attempts to upload or change information or to otherwise cause damage to the District's website. Anyone using this website expressly consents to such monitoring.

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Under no circumstances shall the Town of Discovery Bay CSD be liable for any actions taken or omissions made from reliance on any information contained herein from whatever source nor shall the District be liable for any other consequences from any such reliance.

The Town of Discovery Bay CSD is neither responsible nor liable for any viruses or other contamination of your system nor for any delays, inaccuracies, errors or omissions arising out of your use of this website or

with respect to the material contained on this website, including without limitation, any material posted on the website. This website and all materials contained on it are distributed and transmitted "as is" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. The Town of Discovery Bay CSD is not responsible for any special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the website whether the materials contained on the website are provided by the Town of Discovery Bay CSD, or a third party.

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The "event" must be hosted by a public or non-profit or other Community Based organization and the event benefits Discovery Bay; the event must be open to public participation but is not necessarily a "free" event (i.e., golf tournament, fundraising event, concert, etc); the event is a charitable/fundraising event that benefits Discovery Bay in some fashion; and if the event itself is something that the community would enjoy, find valuable, or obtain valuable information by attending. The event must be held by a public or non-profit organization, or a for-profit organization doing non-profit or charitable work (for example, a company sponsoring a 5K run where the proceeds benefit charitable or non-profit organizations). The event must be open to the general public.

The Town of Discovery Bay CSD may decline to post/promote any event should the District's General Manager find that the event does not meet these guidelines and/or should anything about the event itself be found to be objectionable and inconsistent with the policies contained herein.

The Town of Discovery Bay CSD reserves the right to: (1) deny an external link request to any person, business or organization when it is determined, following review of a request, that the entity or organization for which request is made does not meet the criteria set forth in this policy; and/or (2) deny an external link request to any person, business or organization which fails to provide all required information, or fails to provide truthful information.

Some examples, but not all, of the type of websites that the District's website will not provide an external link to other websites or to promote via the events calendar are as follows:

Promoting or exhibiting hate, bias, discrimination, pornography; libelous or otherwise defamatory content; associated with, sponsored by or serving a candidate for elected office, any political party or organization supporting or seeking to defeat any candidate for elective office or any ballot proposal; associated with political organizations or other organizations advocating a position on a local, state or federal issue; and furthering the agenda of a political organization or candidate running for office. Additionally, individual and/or personal home pages will not be Allowed.

The District reserves the right to immediately and without notice to any person or organization: (1) remove any external link if the nature of the organization or business to which the link relates no longer complies with the District's external link Policy; (2) discontinue an external link at any time if entities' website provides or promotes hate, bias, discrimination, pornography, false, slanderous, illegal, political (see above examples of websites the District will not link to), or incorrect information at any time; or (3) to revise this policy without prior notice when to do so is deemed to be in the best interests of the Town of Discovery Bay CSD.

Location and Appearance of External Links

The District reserves the right to determine how and where External links will appear on its website; i.e. what page the link appears on and where the link is placed on the page.

Copyright/Trademark

The District Seal, brand and banner are trademarks of the Town of Discovery Bay CSD. Any use of the materials stored on the District's website is prohibited without the written permission of the Town of Discovery Bay CSD. The Town of Discovery Bay CSD retains all intellectual property rights including copyrights on all text, graphic images and other content. This means that the following acts or activities are prohibited without prior, written permission from the Town of Discovery Bay CSD: (1) modification and/or re-use of text, images or other website content from a District server; (2) distribution of the District's website content; or (3) "mirroring" the District's information on a non-District server.

Third Party Materials

Some materials and information used on the Town of Discovery Bay CSD's website were generated by third parties who have consented to the District's use or placement of such materials on this site. These materials are owned by those parties. Use of these third party materials for any purpose is prohibited. Persons seeking to use or modify third party materials for any purpose should contact the owner of such materials directly. These materials include icons and graphics used in links to other organizations' sites, as well as various items of general content.

Disclaimer of Endorsement

Some of the links made available to you through the Town of Discovery Bay CSD's website will allow you to leave the District's site. Please be aware that the Internet sites available through these links, and the materials that you may find at those sites are not provided by, endorsed by or under the control of the Town of Discovery Bay CSD. Therefore, the District cannot and does not make any representation to you about these sites or the materials available on the sites. The fact that you may be able to access these additional sites from the District's website is not an endorsement or recommendation to you by the District of any of these sites or any material found there. The District is providing these links only as a convenience to you, and your access to these additional sites is done at your own risk.

General Disclaimer

The materials and information contained on or obtained from this website, are distributed and transmitted "AS IS" without warranties of any kind, either express or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Information contained on this website, including information obtained from external links thereon, is provided without any representation of any kind as to accuracy or content and should be verified by the user. The Town of Discovery Bay CSD is not responsible for any general, direct, special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the website and/or the materials contained on the site whether the materials contained on the website are provided by the Town of Discovery Bay CSD or a third party.

Indemnification/Hold Harmless

By using the District's website, user agrees to indemnify or hold harmless the Town of Discovery Bay CSD for any occurrence resulting from an act of user's use of the District's website. The District will take all reasonable precautions to safeguard the confidentiality of user information, but is not liable for any injury caused by the disclosure of that information, whether caused by security breach, accident, inadvertence, or any other act resulting in disclosure.

Links to the Town of Discovery Bay CSD's Website

Advance permission to link to the District's Website is not necessary. However, the organization linking to the Town of Discovery Bay CSD's website should understand that content and internal web links may change at any time without notice.

Entities and individuals shall not link to the District's website nor capture pages within frames and present the District's website content as its own, or otherwise misrepresent this website's content or misinform users about the origin or ownership of its content.

PRIVACY AND SECURITY POLICY

Privacy Statement

The Town of Discovery Bay CSD ("District") is committed to protecting the privacy of the individuals utilizing the District's Website; however, personal information submitted to the District's Website may be subject to disclosure pursuant to various California laws, including, but not limited to, the California Civil Discovery Act of 1986 and the California Public Records Act. The District may share such information with other agencies if: (1) the information relates to that agency; (2) to protect the interests of others; (3) to protect and defend the rights or property of the District; or (4) as otherwise provided by law.

The District's Website contains links to other sites. Please be aware that the District is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every Website that collects personally identifiable information. This privacy statement applies solely to information collected by the District's Website.

The Town of Discovery Bay CSD does not use its Website to:

Collect personal information for commercial marketing. The District will not send you unsolicited email regarding any commercial offers or advertisements at any time.

Create individual profiles with the information provided by users of this site, nor does it give such personal information to third parties or private organizations. The District does not track personal information about individuals and their visits.

The Town of Discovery Bay CSD does use its Website to:

Collect personal information for the purpose of responding to a user's request or input, or to complete an online transaction. If a user chooses to provide the District with personal information, such as sending an e-mail to a District employee or by filling out and submitting an online form located on the District's Website, the District may use that information to respond to the user's message and to assist in obtaining information the user may have requested. The District treats e-mails submitted by a user the same way it treats letters to the District. The District will not share e-mail addresses submitted by a user through the District's website.

Provide electronic commerce capabilities, should a user provide any personal information and/or payment information while using the District's Website. Such information may be collected, processed and disclosed to complete an online transaction and for record-keeping for such activities as billing, permits, licenses and other business-related purposes.

Collect usage statistics for site management, such as assessing what information is of most and least interest, determining technical design specifications, and identifying system performance issues. The information does not identify you personally. The following information about your visit is collected: the Internet domain and/or IP address from which you access the District's Website; the type of browser and operating system used to access the District's Website; the date and time of the visit; the pages visited; and if you link to the District's Website from another website, the address of that Website.

The District's Website may transfer information to your computer through cookies or other technology. The use of cookies or similar technology is an industry standard and does not personally identify users, although they do identify a user's computer. Cookies or similar technology can make the Internet more useful by storing information about your preferences on a particular site. If preferred, you can configure your browser to refuse cookies. However, you may not be able to take full advantage of the District's website if you do so.

Security Statement

The District Website utilizes encryption technology. However, the user should not assume that information submitted to the District Web server would be treated as confidential (See above Privacy Statement). If a user submits information to the District's server through a web page containing visible indicators of active encryption technology, the District will take all reasonable precautions to safeguard the confidentiality of such information.

Web Accessibility Guidelines

The Town of Discovery Bay CSD is committed to providing equal access to its electronic information technologies and services for all residents, visitors and business customers. As the World Wide Web has become an essential means by which we provide information to and conduct transactions with our community, our goal is to provide information and services in ways that work effectively for all.

It is one of our goals to continually improve the Web site to achieve compliance with the latest standards in functionality and universal accessibility. We follow the federal ADA Section 508 rules.

Tools for Blind & Visually Impaired Users

Adobe, the makers of Acrobat and Acrobat Reader, have developed tools to assist blind and visually impaired users. Please visit the **Adobe Accessibility** area for more information. Please note that the tools designed to create simple HTML documents easily read by standard speech-synthesis software will not retain the graphic images or text formatting of an original Adobe PDF.

Additional Applications

Some of the services and information posted on Town of Discovery Bay CSD website require that a user download and install additional applications as part of their browser software. The basic versions of these applications are offered, at no cost, on the vendors' Web sites. These applications include:

Adobe Acrobat Reader - The District uses Adobe Acrobat to create Portable Document Format (PDF) files to provide online access to District documents in their original formatting. ~~There are several converter applications available online that will convert PDF documents into a variety of alternate document formats, including simple HTML. Please visit **PDF Zone** for additional resources.~~



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2023-13

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
WEBSITE POLICY**

WHEREAS, The Town of Discovery Bay established A Website Policy September 1, 2010 (Resolution 2010-14); and,

WHEREAS, from time-to-time policies are reviewed to ensure they meet current Local, State and Federal laws as well as current best practices; and,

WHEREAS, after a current review of the outdated 2010 Website Policy, an updated Website Policy (2023-13) has been created.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Board of Directors rescind Resolution 2010-14.

SECTION 2. The Board of Directors adopt Resolution 2023-13.

SECTION 3. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF MAY 2023.

Ashley Porter
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on May 3rd, 2023 by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dina Breitstein
Board Secretary



Discovery Bay Activity Guide

Your Guide to Discovery Bay Classes & Programs

Summer 2023

**Parks
Make
Life
Better!**SM

Swimming Lessons!

Flick N' Float!



Like Us on Facebook



Follow us on Instagram



REGISTRATION INFORMATION

Summer

June 2023 – September 2023



1601 Discovery Bay Blvd.
Discovery Bay, CA 94505
(925) 392-4575

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What if I need special accommodations?

If you require special accommodations, please specify on the registration form and contact the Community Center directly.

What if I need to bring something special?

Special required items will be listed in the class or program descriptions. For any additional questions, please feel free to contact the Community Center during regular business hours.

What if a class or program is cancelled?

Customer requested refunds/transfers no later than 7 business days prior to the first day of class. No refunds after first class. No refunds or make-ups for missed days. A processing fee of \$7 will be charged for all cancellations after a registration has been processed. If minimum class size is not met by one week prior to the start of class, the class may be cancelled. In the event that the District cancels a class, you will receive a full refund. Outdoor classes are cancelled in the event of lightning.

Board of Directors

President: Ashley Porter

Vice President: Michael Callahan

Director: Bryon Gutow

Director: Carolyn Graham

Director: Kevin Graves

General Manager:

Dina Breistein

Parks & Recreation Staff

Parks & Landscape Manager

Bill Engelman

Parks & Landscape Crew

Matt Bevers

Marcos Hernandez

Luis Mora

Recreation Programs Supervisor

Monica Gallo

Administrative Assistant

Janie Carter

Registration Information

There are four (4) ways to register.



Mail-In

Town of Discovery Bay
1800 Willow Lake Road
Discovery Bay, CA 94505



Online

at www.todb.ca.gov



Call-in

(925) 392-4575



Walk-in

1601 Discovery Bay Blvd.

TOWN INFORMATION

JUNE



- Paint Classes
- Movie Night Out
- Yoga • Zumba
- Swimming Lessons
- Tennis • Water Aerobics

JULY



- Swimming Lessons
- Flick N Float
- Yoga • Zumba
- Driver's Education
- Boater Card Class
- Tennis • Water Aerobics

AUGUST



- Tennis • Flick N Float
- Boater Card Class
- Water Aerobics
- Paint Classes
- Yoga • Zumba
- Swimming Lessons

SEPTEMBER



- Family Movie in the Park
- Yoga • Zumba
- Paint Classes
- Boater Card Class
- Tennis
- Water Aerobics



Community GARDEN

Would you like to garden but don't have the space?

The Town of Discovery Bay has a Community Garden area located at the Community Center, 1601 Discovery Bay Blvd.

If you are interested in leasing space to grow your own veggies, fruits or flowers and share success stories with others who want to grow, please contact the Community Center, (925) 392-4571.

Dock Address Signs

If you didn't take advantage of the Dock Sign Program the first time around, here's your chance to put your address on your dock with a nice new sign that shows guests, and more importantly, first responders where you live.

This provides immediate identification for police and/or fire personnel who might respond by water. Knowing the right address could be a life saver. The signs are \$50 each, and further information

can be found on the Town's website at www.todb.ca.gov and click on Applications & Forms. Or call the District Office (925) 634-1131.

Next order will be placed on November 15, 2023



1234 Lakeview Ct

TOWN INFORMATION

F L I C K

N' FLOAT



Swim and watch a movie under the Stars? That's right!

Enjoy a hot summer night floating in the water and enjoy a movie at the same time with family and friends.

Space is limited

Movie will start at dusk

7-9 pm Swim Time

\$5 per person pool entry



Finding Nemo
G
Friday
July 14



Moana
PG
Friday
August 18

MOVIE

Night Out

Looking for a FREE date night?
A night out with friends?

Bring a picnic dinner and join us for a movie under the stars at the Community Center.

Top Gun Maverick

PG-13

Friday
June 16



FAMILY MOVIE IN THE PARK



Join us for a free outdoor movie at the Discovery Bay Community Center,
1601 Discovery Bay Blvd.

Movie starts at dusk.
Blankets and lawn chairs recommended.

Hocus Pocus

PG

Friday
September 15



COMMUNITY CENTER SWIMMING POOL



Recreational Public Swim/Lap Swim

(Subject to change without notice)

Admissions:

General Admission (Swimmer)	\$5.00
General Admission (Non-Swimmer)	\$3.00
Children under 2	Free

Passes:

10 Entry Punch Pass	\$35
Season – Individual	\$45
Season – Family of 4	\$160
Extra Family Member (with Family Pass only) ...	\$38 each person

Note: Children under the age of 12, or those who cannot pass a swim test, MUST be accompanied by a responsible adult 18+. Lifeguard is on duty during Recreation Public Swim.

Weekend Public Schedule

May 27 – Sept 3, Sat/Sun, 12PM-6PM
* Pool closed June 3

Weekday Public Schedule

June 12 – July 28, M, Th, F, 1PM-6PM
Closed Tuesdays and Wednesdays

Special Holiday Public Swim Hours

May 29, July 4, and September 4, 12PM-6PM

Adult Lap Swim Schedule (18+)

May 1 – June 9*, M-F, 10:30AM-2:30PM
* No lap swim May 29

July 31 – September 1, M-F, 12:00PM-4:00PM

Note: No lifeguard on duty. Adults 18+ only with signed waiver!

Water Aerobics

(13+ yrs.)

Enjoy a fun cardiovascular, strength training and core driven workout. Skills will be taught that will improve strength, flexibility, and aerobic capacity. Water workouts can be effective for those with heart disease, arthritis, joint problems, knee and shoulder issues and many other chronic health challenges. Class is a full hour filled with fun and an effective workout in a heated pool!

FEE: \$50 punch pass. Punch pass must be used within the month purchased or \$10 drop in

LOCATION: Discovery Bay Community Center Pool

INSTRUCTOR: Michelle Dominge

CLASS#	DAY	TIME	DATE
30500	M-F	9:00AM-10:00AM	5/1-9/1 *

*No class: 5/29, 7/4, 7/24, 7/25, 7/26, 7/27, 7/28, 8/10, 8/11



SWIM LESSONS

General Information

Swimmers of all ages and abilities are welcome. Sessions are one week, Monday – Thursday, no class on Friday. Each class is 25 minutes, and all classes are held at the Discovery Bay Community Center Pool located at 1601 Discovery Bay Blvd. For additional information, please contact the Discovery Bay Community Center at 925-392-4575.

Parent & Me

(Age: 1 year – 3 years)

Parent and babies love these fun stress-less classes. Every class is packed with high energy value and age-appropriate learning. We use songs and games to teach swimming and water safety skills. All of our classes are delivered with the care you would expect to find in a quality baby learning environment. We work on water adaptation, submersion, short swims, rolling over to float, finding the wall, climbing out of the pool, kicking, swim-roll-swim sequences and more. Parent participation in the water is required.

FEE: \$40

DATE	10:30-10:55AM	6:30-6:55PM
6/12-6/15	90000	90005
6/26-6/29	90001	90006
7/10-7/13	90002	90007
7/24-7/27	90003	90008
8/7-8/10	90004	90009



Adult/Teen

FEE: \$40

DATE	11:00-11:25AM	6:30-6:55PM
6/19-6/22	90010	90013
7/17-7/20	90011	90014
7/31-8/3	90012	90015

Preschool Levels (PS) 1-2

(Age: 3 – 4 years)

Work to form the fundamentals of swimming. We teach with simple steps and basic skills needed for water safety and beginning swimming. Gentle and methodic, expect plenty of repetition to move your little one from fearful to mastery! Things we work on are submersion, short front floats, short back floats, rolling over to float, streamlines, forms of kicking, swim-roll-swim sequences, freestyle arms too!

PRE-SCHOOL LEVEL 1 is for brand new to swim lessons kids. We work on getting comfortable in the water and taking instruction. Splashing, bubbles, and being comfortable in water is taught. Passing goal is to complete 10 unassisted bobs with air exchange.

FEE: \$40

DATE	10:30-10:55AM	11:30-11:55AM	7:00-7:25PM
6/12-6/15	90016	90021	90026
6/19-6/22	90017	90022	90027
6/26-6/29	90018	90023	90028
7/10-7/13	90019	90024	90029
7/17-7/20	90020	90025	90030
7/31-8/3	-	-	90031
8/7-8/10	-	-	90032
8/14-8/17	-	-	90033
8/21-8/24	-	-	90034
8/28-8/31	-	-	90035

PRE-SCHOOL LEVEL 2 is for those comfortable in the water and are capable of completing 10 unassisted bobs with air exchange. We will teach gliding, kicking, floating, and roll overs. Passing goal is front and back glide for 5 seconds.

FEE: \$40

DATE	10:30-10:55AM	11:00-11:25AM	6:30-6:55PM
6/12-6/15	90036	90041	90046
6/19-6/22	90037	90042	90047
6/26-6/29	90038	90043	90048
7/10-7/13	90039	90044	90049
7/17-7/20	90040	90045	90050
7/31-8/3	-	-	90051
8/7-8/10	-	-	90052
8/14-8/17	-	-	90053
8/21-8/24	-	-	90054
8/28-8/31	-	-	90055

School-Age Levels 1-4

(Age: 4 – 12 years)

We work to form the fundamental building blocks of learning to swim well. We teach with simple steps and the basic skills needed for water safety and beginning swimming. Expect lots of repeats as your child moves through introduction, practice, and finally mastery. We are methodic, you can expect plenty of repetition to be used to train your child to be a swimmer for life! Our goals include working on comfortable submersion, front floats, back floats, streamline glides front and back, rolling over to float, all 4 strokes, and starts/turns too!

LEVEL 1

This level is for nervous or beginning students. We include introduction to the basic skills necessary for swimming. We work on gradual water adaptation, movement in the water, breath holding and release, submersions of the face, opening eyes underwater, blowing bubbles, bobbing with bubbles, and air exchange. Swimmers will gain confidence and master submerging their face in the water. Swimmers will be taught to front float and recover, front glide, and recover, back float and recover, and back glide and recover. Additionally, swimmers will learn how to safely enter the water.

Swimmers advance when they can do 10 unassisted relaxed bobs with air exchange and front and back glide for 5 seconds and recover.

FEE: \$40

DATE	10:30-10:55AM	11:30-11:55AM	7:00-7:25PM
6/12-6/15	90056	90061	90066
6/19-6/22	90057	90062	90067
6/26-6/29	90058	90063	90068
7/10-7/13	90059	90064	90069
7/17-7/20	90060	90065	90070
7/31-8/3	-	-	90071
8/7-8/10	-	-	90072
8/14-8/17	-	-	90073
8/21-8/24	-	-	90074
8/28-8/31	-	-	90075

LEVEL 2

This level is for swimmers that know how to comfortably hold their breath and float on their stomach and back independently or for swimmers who can swim on top of the water, but who stop when they need to take a breath. Swimmers will be taught kicking skills with front and back glides. Swimmers will be taught backstroke and will freestyle (crawl stroke) with bilateral side breathing.

Swimmers advance when they can kick 15 feet on their front and 15 feet on their back in streamline position and demonstrate swimming freestyle (crawl stroke) with a minimum of four side breaths.

FEE: \$40

DATE	11:00-11:25AM	11:30-11:55AM	6:30-6:55PM
6/12-6/15	90076	90081	90086
6/19-6/22	90077	90082	90087
6/26-6/29	90078	90083	90088
7/10-7/13	90079	90084	90089
7/17-7/20	90080	90085	90090
7/31-8/3	-	-	90091
8/7-8/10	-	-	90092
8/14-8/17	-	-	90093
8/21-8/24	-	-	90094
8/28-8/31	-	-	90095

LEVEL 3

This level is appropriate for swimmers who have mastered freestyle swimming with continuous side breathing for a short distance and can swim on their backs. Swimmers will learn how to tread water, dive from sitting, kneeling, and standing positions, and work on their endurance in freestyle and backstroke.

Swimmers will advance when they demonstrate backstroke with correct body position, strong kicks, quick arm rotation, treading for 1 minute, dives, and swim 2 laps of freestyle/backstroke.

FEE: \$40

DATE	11:00-11:25AM	11:30-11:55AM	7:00-7:25PM
6/12-6/15	90098	90103	90108
6/19-6/22	90099	90104	90109
6/26-6/29	90100	90105	90110
7/10-7/13	90101	90106	90111
7/17-7/20	90102	90107	90112
7/31-8/3	-	-	90113
8/7-8/10	-	-	90114
8/14-8/17	-	-	90115
8/21-8/24	-	-	90116
8/28-8/31	-	-	90117

LEVEL 4 STROKE SCHOOL

This is for those able to swim 2 laps of freestyle and backstroke. We will teach breaststroke, butterfly, and turns. Each stroke will be broken down into parts (body position, kick, pull, breathing). Endurance for swimming will be worked on. Passing is completion of 1 lap of each stroke without stopping, 1 min tread, dive and turns.

FEE: \$40

DATE	10:30-10:55AM	11:00-11:25AM	7:00-7:25PM
6/12-6/15	90120	90125	90130
6/19-6/22	90121	90126	90131
6/26-6/29	90122	90127	90132
7/10-7/13	90123	90128	90133
7/17-7/20	90124	90129	90134
7/31-8/3	-	-	90135
8/7-8/10	-	-	90136
8/14-8/17	-	-	90137
8/21-8/24	-	-	90138
8/28-8/31	-	-	90139

Missed Lessons:

It is essential that each lesson is attended to receive the full benefit of the class. Please plan your schedule carefully. Sorry, there are no make-up classes or credits for missed classes.

PROGRAMS



Morning Gentle Flow, Stretching and Strengthening Yoga

(Ages 18+ yrs.)

Come one, come all! Let's discover what makes you feel good in this gentle yoga class. We will work with a variety of yoga poses to improve our balance, strength, flexibility, and alignment. This is a multi-level class for those who want to integrate modifications with ease of movement and cultivate breath awareness. It is an excellent class for those new to yoga or returning to their yoga practice. You will feel rejuvenated when you walk out the door. So, bring your mat, and let's have some yoga fun because everyBODY can do yoga!!

FEE: (Based on the number of classes per month)

2 classes, \$20 / 3 classes, \$30 / 4 classes, \$40 / 5 classes, \$50

PUNCH PASS: \$50 (Any 5 classes, including morning and evening sessions, must be used in the month purchased)

DROP IN: \$13

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Karrie J. Hebert

CLASS#	DAY	TIME	DATE
30901	T	9:00-10:00AM	6/6-6/20 (2 classes)*
30902	T	9:00-10:00AM	7/18-7/25 (2 classes)
30903	T	9:00-10:00AM	8/1-8/29 (5 classes)
30904	T	9:00-10:00AM	9/12-9/26 (3 classes)
30905	TH	9:00-10:00AM	6/1-6/22 (3 classes)*
30906	TH	9:00-10:00AM	7/6-7/27 (3 classes)*
30907	TH	9:00-10:00AM	8/3-8/31 (5 classes)
30908	TH	9:00-10:00AM	9/7-9/28 (4 classes)

*No Class: 6/13, 6/15, 7/13

Evening Power Yoga Flow

(Ages 18+ yrs.)

Let's get moving! This is an active practice that will involve long holds in our poses, as we cultivate heat in the body. Using a variety of yoga poses we'll work on alignment, build strength, and increase flexibility. This energetic practice will wake up your body, your mind, and bring awareness to your breath. This is a multi-level class so bring your mat and let's have some yoga fun. EveryBODY can do yoga!!

FEE: (Based on the number of classes per month)

2 classes, \$20 / 3 classes, \$30 / 4 classes, \$40 / 5 classes, \$50

PUNCH PASS: \$50 (Any 5 classes, including morning and evening sessions, must be used in the month purchased)

DROP IN: \$13

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Karrie J. Hebert

CLASS#	DAY	TIME	DATE
30909	T	5:00-6:00PM	6/6-6/20 (2 classes)*
30910	T	5:00-6:00PM	7/18-7/25 (2 classes)
30911	T	5:00-6:00PM	8/1-8/29 (5 classes)
30912	T	5:00-6:00PM	9/12-9/26 (3 classes)
30913	TH	5:00-6:00PM	6/1-6/22* (3 classes)
30914	TH	5:00-6:00PM	7/6-7/27 (3 classes)*
30515	TH	5:00-6:00PM	8/3-8/31 (4 classes)*
30916	TH	5:00-6:00PM	9/7-9/28 (4 classes)

*No Class: 6/13, 6/15, 7/13, 8/17

Zumba by Karina

(Ages 10+ yrs.)

Zumba by Karina is a very exciting dance fitness party with an atmosphere full of Latin and international music. You'll forget you are working out with fun and simple moves to dance like salsa, reggaeton, cumbia, merengue, and more. Best of all, you don't need previous dance experience.

FEE: (Based on the number of classes per month)

3 classes, \$36 / 4 classes, \$48 / 5 classes, \$60

\$15 drop in

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Karina Dugand

CLASS#	DAY	TIME	DATE
30400	T	7:00-8:00PM	6/6-6/27 (4 classes)
30401	T	7:00-8:00PM	7/11-7/25 (3 classes)
30402	T	7:00-8:00PM	8/1-8/29 (4 classes)*
30403	T	7:00-8:00PM	9/5-9/26 (4 classes)
30404	TH	7:00-8:00PM	6/1-6/29 (5 classes)
30405	TH	7:00-8:00PM	7/6-7/27 (4 classes)
30406	TH	7:00-8:00PM	8/3-8/31 (4 classes)*
30407	TH	7:00-8:00PM	9/7-9/28 (4 classes)

*No Class: 8/15, 8/17



DANCE PROGRAMS

Tiny Tots

(Ages 3-5 yrs.)

A creative movement course introducing the rudiments of dance in developing skills and technique in ballet, jazz, tap and tumble.

FEE: \$70.00 (7 classes) \$15.00 drop in fee

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Fabulous Feet & Athletics

CLASS#	DAY	TIME	DATE
30601	M	3:30-4:15PM	8/7-9/25

*No class: 9/4

Kids Combo Dance

(Ages 6-10 yrs.)

Introduction to dance basics for new and continuing students in developing skills and techniques in ballet, jazz, tap and tumble.

FEE: \$70.00 (7 classes) \$15.00 drop in fee

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Fabulous Feet & Athletics

CLASS#	DAY	TIME	DATE
30602	M	4:15-5:00 PM	8/7-9/25

*No class: 9/4



TENNIS PROGRAMS

Tennis classes are designed for beginner through advanced students. Lessons are taught in a fun and positive atmosphere covering fundamentals, grips, scoring, movement drills, and of course, lots of fun! Students provide their own tennis racquet and tennis shoes must be worn. Tennis balls will be provided.

LOCATION: Discovery Bay Community Center Tennis Courts

INSTRUCTOR: Lucia Peters, PTR

SUMMER BREAK CAMP

Orange Ball

(Ages 7-10 yrs.)

FEE: \$110

CLASS #	DAY	TIME	DATE
30200	M-TH	8:00-9:30AM	6/26-6/29
30201	M-TH	8:00-9:30AM	7/24-7/27

Juniors Only

(Ages 11-18)

Note: 10-year-olds that have completed the "Orange Ball Club" program and have demonstrated a need for advanced training may be allowed in this class but only at the discretion of the instructor.

FEE: \$110

CLASS #	DAY	TIME	DATE
30202	M-TH	9:30AM-11:00AM	6/26-6/29
30203	M-TH	9:30AM-11:00AM	7/24-7/27

TENNIS SATURDAYS IN THE PARK!

(3 Saturdays)

Juniors Only

(Ages 11-18 yrs.)

FEE: \$110

CLASS #	DAY	TIME	DATE
30204	SAT	11:00AM-1:00PM	9/9-9/23

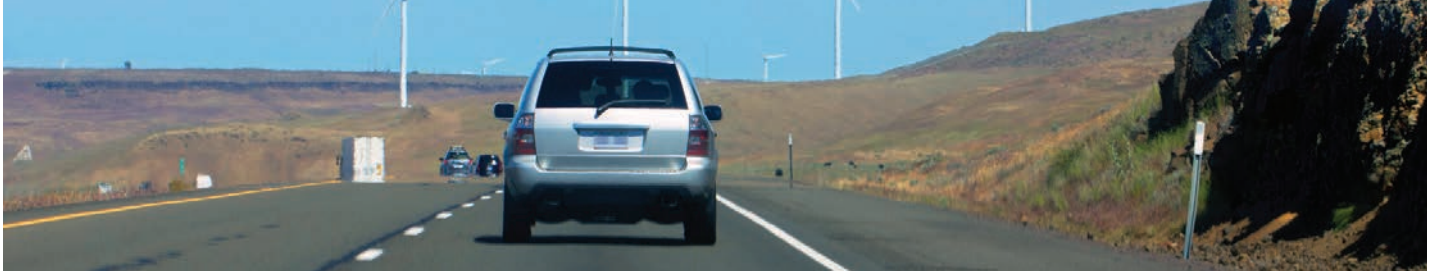
PRIVATE TENNIS LESSONS

for kids and adults available at the Discovery Bay Community Center. Please call 925-392-4571 for registration.

6 years and under	- \$25.00 / half hour
7 and up	- \$30.00 / half hour
7 and up	- \$60.00 / per hour



PROGRAMS



DRIVER'S EDUCATION

Online Driver's Ed Course

(Ages 15+ yrs.)

The DMV allows teens to receive their Learner's Permit at age 15 1/2, and a license at age 16. This is an online course with videos, animated driving scenarios, and sample test questions. Learn the rules of the road, major causes of traffic collisions, DMV procedures and much more. A licensed instructor is available to answer any questions. Receive DMV-approved Certificate of Completion. Sign up any time. Registration is ongoing. Once students are registered they will be contacted by the instructor.

FEE: \$49.99

LOCATION: This is an online program – all students must have access to the internet!

INSTRUCTOR: Bay Area Driving School

CLASS # 30300

Virtual Driver's Education

(Ages 15+ yrs.)

This is a virtual Driver's Education with a live instructor. Students will enjoy a series of Driver's Education lectures including the responsibilities of having a driver's license, learning the rules of the road and accident avoidance procedures. Independent assignments will also be completed during the week. Course also includes practice questions, defensive driving movies and written test prep. Upon successful completion, students will receive a certificate of completion. Once students are registered they will be contacted by the instructor.

FEE: \$205.00

LOCATION: This is an online program taught over ZOOM – all students must have access to the internet!

INSTRUCTOR: Bay Area Driving School

CLASS#	DAY	TIME	DATE
30301	M-F	9:00AM-12:00PM	6/19-6/23
30302	M-F	9:00AM-12:00PM	7/10-7/14

HAVE YOU ENJOYED A WALK WITH YOUR DOG TODAY?



Enjoy the fresh air with your four-legged friend!

Come meet new people and visit the Discovery Bay Community Center Dog Park, located at 1601 Discovery Bay Blvd.

Let's get social!

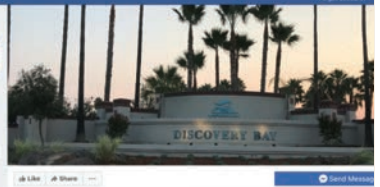


Find us on Facebook

facebook



Town of Discovery Bay



**Town of Discovery Bay
Discovery Bay Community Center**



Instagram

KEEP IN TOUCH WITH US

@TODB94505





Safe Power Boat Handling – US Coast Guard Approved

(Ages 13+ yrs.)

2 Day Safe Powerboat Handling/CA Boater’s Card Class. This 16-hour hands-on, on-the-water course is for anyone who wants to learn how to safely operate a small motorboat and improve their boat handling skills. No previous experience is required! The US Coast Guard and the National Association of State Boating Law Administrators (NASBLA) have approved this course for a State Boating Education Certificate and CA State boating education card. These national and state approvals call for the course to include a total of six to eight hours of classroom sessions covering required education topics.

On-the-Water Sessions

- Engine & electrical systems
- Starting procedures
- Docking
- Leaving & returning to a slip
- Close-quarters maneuvers
- Anchoring
- Steering a range
- Proceeding to a destination
- Person in Water rescue

Classroom Sessions

- Safety, preparation & weather
- Maneuvering concepts
- Registration & capacities
- Equipment requirements
- Preparation & fueling procedures
- Navigation rules of the road
- Aids to navigation
- Environment regulations

FEE: \$450

LOCATION: Discovery Bay Community Center and Discovery Bay Marina

INSTRUCTOR: Ryan Danilson, Boat Safe America

CLASS#	DAY	TIME	DATE
30801	SAT&SUN	9:00AM-5:00PM	7/29-7/30
30802	SAT&SUN	9:00AM-5:00PM	8/5-8/6
30803	SAT&SUN	9:00AM-5:00PM	9/9-9/10

California State Boater’s Card Class

(Ages 13+ yrs.)

This information packed, classroom session, focuses on California boating laws and safe power boating guidelines. Students will take an open book test at the end of the classroom session, which will fulfill the requirements for the CA Boaters Card application process. You will receive help navigating through the online application process.

FEE: \$95

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Ryan Danilson, Boat Safe America

CLASS#	DAY	TIME	DATE
30804	W	6:00PM-9:00PM	6/14
30805	W	6:00PM-9:00PM	7/26
30806	W	6:00PM-9:00PM	8/9
30807	W	6:00PM-9:00PM	9/13

DON'T
MISS
THE
BOAT!



Go online to sign-up now!

Click on the activity guide then click on the class number to register.

www.todb.ca.gov

PROGRAMS

SMEARED PAINT



Paint Night

(Ages 18+ yrs.)

Grab your friends for this casual fun paint night. You will learn basic to advanced painting skills. Then paint what you choose. Follow along and then add your own special touches or bring your own ideas and be assisted on getting your idea onto canvas.

FEE: \$32

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Juliee Hanlon

CLASS#	DAY	TIME	DATE
30701	F	6:30PM-8:30PM	6/2
30702	F	6:30PM-8:30PM	7/7
30703	F	6:30PM-8:30PM	8/4
30704	F	6:30PM-8:30PM	9/8



Youth Paint Night

(Ages 6-17 yrs.)

Looking for something fun to do on a Friday night? Grab your friends and join us for a fun-filled paint night. You will receive step-by-step instructions, laughter and fun. Acrylic on canvas.

Register 2 weeks in advance to avoid cancellation.

FEE: \$25

LOCATION: Discovery Bay Community Center

INSTRUCTOR: Juliee Hanlon

CLASS#	DAY	TIME	DATE
30705	F	6:30PM-8:30PM	6/9
30706	F	6:30PM-8:30PM	7/21
30707	F	6:30PM-8:30PM	8/25



SIGN-UP EARLY!



*Don't wait
until the
last minute!*

Go online now to sign-up.

Click on the activity guide then click on the class number to register.

www.todb.ca.gov



FACILITY RENTALS



1 Cornell Park

505 Discovery Bay Blvd

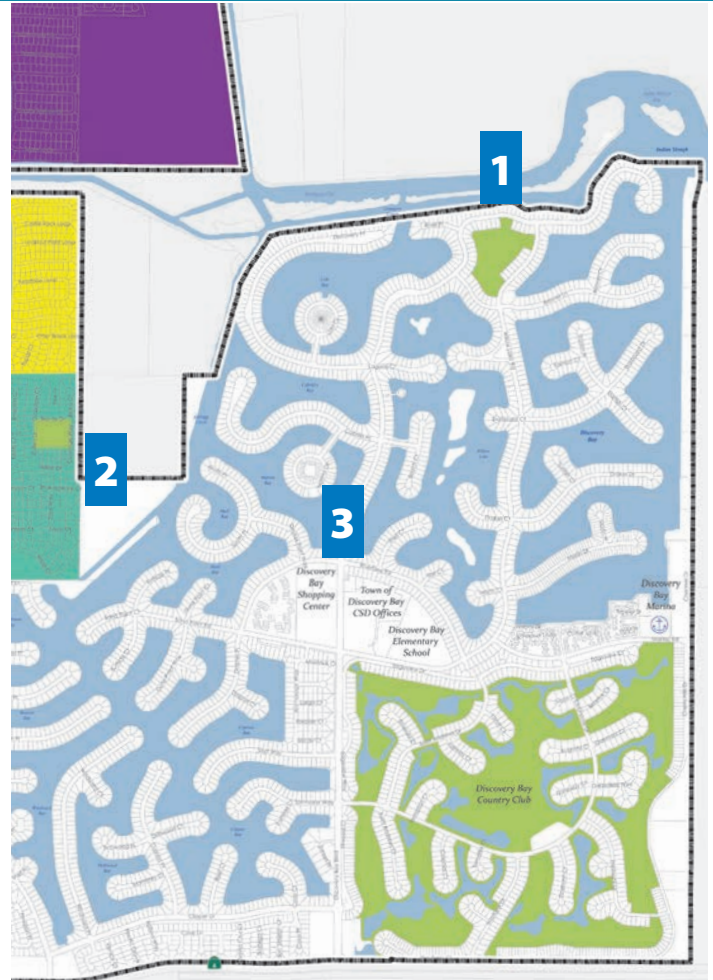
- ✓ Tennis court (1)
- ✓ Pickleball courts (2)
- ✓ Baseball field
- ✓ Soccer field
- ✓ Shaded picnic tables
- ✓ Bocce Courts
- ✓ Horseshoe pits
- ✓ Play Structure



2 Ravenswood Park

Cullen & Newbury Lane

- ✓ Covered picnic area (2)
- ✓ Soccer field
- ✓ Splash pad
- ✓ Play Structure



3 Community Center and Park

1601 Discovery Bay Blvd

- ✓ Meeting rooms
- ✓ Picnic tables
- ✓ Tennis courts (6)
- ✓ Event lawn
- ✓ BBQ area
- ✓ Swimming pool
- ✓ Community garden
- ✓ Dog park
- ✓ Pickleball courts (6)

For rental fees and additional information, please contact the Discovery Bay Community Center at (925) 392-4571 or download a Facility or Park Rental Application packet online at www.todb.ca.gov

OLDER ADULT PROGRAMS

Contra Costa County Area Agency on Aging

<http://ehsd.org/elderly-disabled/area-agency-on-aging/>
Information: 925-229-8434

Contra Costa County Area Agency on Aging's (AAA) goal is to develop a system of care and support to help adults ages 60 and older and persons with disabilities maintain their independence. They serve as a hub for information and referral, and provide health insurance counseling. They also fund local services such as adult day care, home delivered meals, legal assistance, friendly visiting, assisted transportation, fall prevention, congregate meals, and family caregiver services.

Health Insurance Counseling and Advocacy Program (HICAP)

Information: 925-655-1393

HICAP provides free and objective counseling and advocacy services to families who need assistance with Medicare enrollment and with issues involving Medicare and associated insurance programs.

California Department of Aging (CDA) / The Institute on Aging

Information: 800-971-0016

Institute on Aging's 24-hour toll-free Friendship Line is the only accredited crisis line in the country for people aged 60 years and older, and adults living with disabilities. The Friendship Line is both a crisis intervention hotline and a warmline for non-emergency emotional support calls.



Alzheimer's Association

<https://www.alz.org/norcal>
Information: 800-272-3900

Contra Costa Crisis Center

Call 211 or 800-833-2900

Text "HOPE" to 20121

Help starts here for yourself or others. A fast, free and confidential service that can help with emergency food, rental assistance, healthcare, housing/shelter, senior services, utility assistance, job services, transportation and much, much more.

Meals on Wheels America

Information: 925-625-4545 or 866-669-6697

For millions of our aging neighbors, there are good days and there are bad days. That's why a knock at the door from Meals on Wheels is not only comforting, but at times, lifesaving.



Local Businesses
Would you like to advertise your business in our next activity guide?

Call
925-392-4575



1601 Discovery Bay Blvd.
Discovery Bay, CA 94505
(925) 392-4575

Online Registrations are encouraged!
www.todb.ca.gov/recreation-programs-registration

CLASS / PROGRAM REGISTRATION FORM

REGISTRANT INFORMATION:

First Name: _____ Last Name: _____

Address: _____

City: _____ Zip: _____ Phone: _____

Email: _____

Would you like updates on new classes and events at the Community Center? YES _____ NO _____

EMERGENCY or PARENT/GUARDIAN INFORMATION:

Name: _____ Phone: _____

Program Name	Class #	Date of Birth	Gender	Program Fee

REFUND POLICY: Customer requested refunds/transfers **NO LATER THAN 7 BUSINESS DAYS PRIOR TO THE FIRST DAY OF CLASS. NO REFUNDS AFTER FIRST CLASS.** No refunds or make-ups for missed days. A processing fee of \$7 will be charged for all cancellations after a registration has been processed. If minimum class size is not met by one week prior to the start of class, the class may be cancelled. In the event that the District cancels a class, you will receive a full refund. Outdoor classes are cancelled in the event of lightning.

ASSUMPTION OF RISK, RELEASE, HOLD HARMLESS AND CONSENT TO MEDICAL TREATMENT AND PHOTOS (collectively, the “Agreement”): On behalf of myself and/or any minor child named above, I acknowledge that I am (minor is) in good physical condition to participate in the activity and that accidents and injuries can arise from such participation. I further understand that participating in this activity can carry an added risk of exposure to contagions such as flu and Coronavirus/ COVID-19. Knowing these risks, and in consideration of acceptance of my application, I voluntarily desire to participate (have minors participate) in this activity. I assume all risks and waive and release Town of Discovery Bay and its officers, employees and agents (collectively, “Releasees”) from any claims or liability for illness and personal injury (including death) or property damage arising from or connected with participation in the activity, even if the liability may arise out of the negligence or carelessness of the District or its officers, employees and agents. I covenant not to make or bring any such claim against the District or any other Releasees, and forever release and discharge the District and all other Releasees from liability under such claims. I further agree to hold harmless, indemnify, and defend the District and all other Releasees against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including attorney fees, fees and the costs of enforcing any right to indemnification under this Agreement, and the cost of pursuing any insurance providers, arising out of or resulting from any claim of a third party related to the activities, including any claims arising out of my own, or minor’s, negligence or the ordinary negligence of the District. In the event of injury or illness, I consent to and agree to be responsible for transportation to a medical facility and whatever examination, procedure or treatment considered necessary by the medical personnel. This Agreement is binding on my heirs, dependents, executors, administrators, and assigns. If any term or provision of this Agreement is held invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. I agree to abide by any rules and regulations for the activity. I give consent to the Town of Discovery Bay Community Services District to photograph or video the participation for any legitimate purpose by the District or the sponsors of an activity.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTOOD ALL OF THE TERMS OF THIS AGREEMENT AND THAT I AM VOLUNTARILY GIVING UP SUBSTANTIAL LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE THE DISTRICT FOR CLAIMS, ARISING OUT OF THE ACTIVITIES.

REGISTRANT ACCEPTANCE:

Signature: _____ **Date:** _____

FOR DISTRICT USE ONLY:

Received by: _____ **Date:** _____



HAPPY 10 YEAR ANNIVERSARY *Community Center*





Liberty Union High School District

Wednesday, April 12, 2023

LUHSD Regular Board Meeting. Liberty Union High School District, located at 20 Oak Street, Brentwood, CA 94513. A link to the live video conference will be available below with the "video" icon at the start of the meeting on the day of the Board Meeting. Persons wishing to make a Public Comment have two options: Appear in-person to address the Board or submit a public comment by email to BoardComments@luhsd.net prior to 2:00 PM on the day of the meeting. Emailed public comments will be read aloud as time allows.

**Liberty Union High School District
20 Oak Street
Brentwood, CA 94513**

1. NOTICES

1.01 PUBLIC RECORDS NOTICE: Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 20 Oak Street, Brentwood, California during normal business hours.

1.02 AMERICANS with DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids, or services, in order to access the Board meeting room, access written documents being discussed at the Board meeting, or to otherwise participate in the public meetings of the District's governing board, please contact the office of the Superintendent at (925) 634-2166 x2025. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Please turn off any electronic paging device or cell phone.

1.03 TITLE IX: The Liberty Union High School District does not discriminate on the basis of race, color, national origin, sex, or disability.

2. CALL TO ORDER - 5:30 PM

2.01 Roll Call

3. SPECIAL SESSIONS

3.01 GENERAL PUBLIC COMMENT ON ANY CLOSED SESSION ITEM: An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments. An additional opportunity is provided later in the agenda for public comment on remaining agenda items or non-agenda items and comments during public hearing(s).

3.02 Public Comments

3.03 Closed Session - Review Panel Recommendation: Student A and Stipulated Expulsion: Student B

3.04 Open Session

3.05 Closed Session

4. OPENING PROCEDURES - 7:00 PM

4.01 Call to Order

4.02 Roll Call

4.03 Report Out of Closed Session

4.04 Pledge of Allegiance

4.05 The public is welcomed and encouraged to address the Liberty Union High School Board of Trustees. An information sheet with procedures for public input is available on the table near the entrance to the Board Room. The Board may limit public comments to 5 minutes per speaker and 30 minutes total per subject pursuant to Board Policy 9323. The Board values all input from the public; however, the practice is to not respond immediately to public comments.

4.06 Consider Agenda

4.07 Consider Approval of Regular Board Meeting Minutes of March 8, 2023

4.08 Consider Approval of Special Board Meeting Minutes of March 14, 2023

5. COMMUNICATIONS

5.01 Public Comments

5.02 Student Board Representatives

5.03 Staff Comments

5.04 Superintendent's Report

5.05 Board Comments

6. RECOGNITIONS

6.01 Recognition of Liberty High School Senior, Cindy Dominguez

6.02 Recognition of the LUHSD employee participants in our in-house Bus Road-eo

6.03 Recognition of Heritage High School Volunteers, Fran Cadero & Stephanie Blasquez

7. OVERNIGHT FIELD TRIPS

7.01 Consider Approval of Liberty High Schools Future Farmers of America to travel to San Luis Obispo, California

7.02 Consider Approval of Liberty High Schools Leadership students to travel to Santa Barbara, California

8. PRESENTATIONS

8.01 Presentation of the LUHSD Athletic Policies and Procedures

8.02 Presentation of the 2023-2026 California School Employee Association, Chapter 238 Collective Bargaining Successor Agreement Contract from the California Schools Employees' Association, Chapter 238 to the Liberty Union High School District, otherwise known as "Sunshining"

8.03 Presentation of the 2023-2026 California School Employee Association, Chapter 238 Collective Bargaining Successor Agreement contract reopens from the Liberty Union High School District, otherwise known as "Sunshining"

8.04 Presentation of the LUHSD Diversity and Homeless Programs

8.05 Presentation of Consideration of Textbook for 30-day Public Display - Entrepreneurship, Third Edition 2023

9. PUBLIC HEARINGS

9.01 Conduct Hearing of the 2023-2026 Contract Successor Agreement Proposals of the Liberty Union High School District to the California School Employees' Association, Chapter 238

10. CONSENT AGENDA

10.01 Consider Approval of the Personnel Report No. 04 12 23

10.02 Consider Approval of Memorandum of Understanding Agreement between the Liberty Union High School District and United States University College of Education to provide student teaching opportunities to US University students

10.03 Consider Approval of Special Education Transition program in partnership with the Department of Rehabilitation offering students paid work experience through Gateway and Independence High School

10.04 Consider Approval of Special Education Transition program in partnership with the Department of Rehabilitation offering students paid work experience through Oakley Grocery Outlet

10.05 Consider Approval of Heritage High Schools Track and Field team to travel to Clovis, California

10.06 Consider Approval of Liberty High Schools Future Farmers of America to travel to La Grange, California

10.07 Consider Approval of Liberty High Schools Band and Choir programs to travel to Anaheim, California

10.08 Consider Approval of Out-of-State travel to attend the annual Advanced Placement (AP) to serve as an AP Reader in Salt Lake City, Utah - Lloyd Cornwell, LHS

10.09 Consider Approval of Out-of-State travel to attend the annual Advanced Placement (AP) to be a Table Lead for AP Seminar Exam in Salt Lake City, Utah - Melissa Hatlen, LHS

10.10 Consider Approval of one (1) textbook that has been on 30-day Public Display - Explorations: An Introduction to Astronomy

10.11 Consider Approval of the Instructional Minutes for the 2023-2024 School Year

10.12 Consider Approval of Memorandum of Understanding between WestEd and LUHSD

10.13 Consider Declaration of Surplus - District Office and Liberty High School

10.14 Consider Approval of Rejection of Insurance Claim #230028

10.15 Consider Approval of Warrants Issued in March 2023

10.16 Consider Action of 2022-23 Interdistrict Transfer Requests as recommended by the Superintendent

10.17 Consider Action of 2023-24 Interdistrict Transfer Requests as recommended by the Superintendent

11. ADMINISTRATIVE ACTION

11.01 Consider Approval of Instructional Calendar for 2024-2025 School Year

11.02 Consider Approval of the Request by the LUHSD Athletic Hall of Fame for the LUHSD to co-sponsor the Induction Dinner

11.03 Consider Approval of the Service Agreement between Development Group Inc. (DGI) and Liberty Union High School District

11.04 Consider Approval of the Service Agreement between GigaKOM and Liberty Union High School District

11.05 Consider Approval of Change Order #06 from Goodland Landscape Construction, Inc. for the Baseball Infield and Softball Outfield Improvements at Liberty, Freedom and Heritage High Schools

12. POLICIES AND AMENDMENTS

12.01 First Reading of Revised Board Policies and Administrative Regulations: BP 4030 - Nondiscrimination in Employment; BP 4119.1/4219.1/4319.1 - Civil and Legal Rights; AR 4112.2 - Certification; AR 4161.5/4261.5/4361.5 - Military Leave; AR 4161.2/4261.2/4361.2 - Personal Leaves

13. DISCUSSION

13.01 The Board will have the opportunity to discuss topics for future agendas.

14. SPECIAL SESSION(S) CONTINUED

14.01 Closed Session

14.02 Open Session

15. ADJOURNMENT

15.01 Meeting Adjourned



CONTRA COSTA

COUNTY, CALIFORNIA

East County Code Enforcement Meeting Thursday, April 27th, 2023 1:30pm

Zoom: <https://cccouny-us.zoom.us/j/7352813716>

Dial-in: -888-278-0254

Conference code: 287093

Bethel Island

1) 4560 Gateway (Kevin Sharp) Junkyard conditions

- a. 2/28/19 Conrad sent notice
- b. 3/28/19 Conrad to red-tag
- c. 5/30/19 Conrad working with property owner to clean-up.
- d. 7/25/19 Conrad explained what had to go and will revisit.
- e. 8/29/19 Conrad to send 30-day notice to abate.
- f. Feb. – Locked gate. Conrad will continue to drive by in hopes the gate will be open and start tagging vehicles.
- g. Aug – Conrad to go back.
- h. September – Conrad’s plan is to go out and tag vehicles.
- i. October – Conrad is still working on it.
- j. January - still working the case.
- k. February - Met with property owner Kevin and explained the need to clean the property. Sent updated Notice to Comply
- l. April – met with property owner Kevin on site and tagged 20 of the cars for abatement. The property has been cleaned up in the front, a fence built about a 3rd into the property and a fence built on the side to hide the remaining junk. Gave the property owner 30 days to make more progress
- m. August – towed a couple vehicles, still a few left. Still working on getting property cleaned up. Having a hard time locating Kevin and gates closed to gain access to the property. May have to get a warrant. Rob to get a hold of him.

2) 1970 Taylor Road – Anchor Marina

- a. ACTION: Larry served NOV and fines can be up to \$57,200 a month (\$14,300 a month per parcel, per violation. In this case, 2 parcels and there are building and zoning violations.)
- b. 1/31/19 – Dave Larsen, Land Use Attorney (413-3258) want to negotiate resolution. Allow tenants/mobile home users to stay 6 months – 1 year while they transition.
- c. February – Conrad informed attorney that until the boat storage, RV's, Alcohol sales, liveboards and U-Haul Business was removed, he wouldn't entertain the discussion.
- d. 2/27/19 – Conrad recorded the violation.
- e. 3/28/19 – waiting to meet w/owners & attorney to discuss timeline.
- f. 5/30/19 Fine will be submitted first week of June. They can appeal.
- g. 8/19/19 Appeal Hearing
- h. Feb. – Joe met with one of the property owners. U-Haul business has been shut down in the meantime by U-Haul.
- i. September – approval for a Hearing. Date TBD.
- j. October – still waiting on Planning for Hearing date.
- k. January – still waiting on Hearing date.
- l. February - Waiting on department directors to meet with county counsel and schedule Appeal Hearing
- m. April - No update from the Director, maybe Joe has an update. Still waiting to schedule the appeal hearing
- n. August – May have a buyer. Owner is kicking people out
- o. October 2022 – Notice to Abate sent; meeting to discuss next steps
- p. January 2023 – Someone is interested in purchasing the property – County is giving them 30-45 days to confirm if purchasing before proceeding with abatement
- q. April 2023 – Code Enforcement issued Notice to Abate
- r. April 14, 2023 – Supervisor Burgis' office called Environmental Health to discuss immediate Health & Safety conditions and trash clean-up

3) Tugs – 6201 Bethel Island Road

- a. August/September 2022 - Construction being completed without a permit
- b. Conrad has been in touch – construction to stop until permits issued
- c. October 2022 – Construction still occurring at night with lights and noise
- d. October 17, 2022 – Conrad will be doing a site visit to see if construction is still occurring
- e. January 2023 – Notice to comply was sent late 2022 and now they have applied for a permit.

Discovery Bay

- 1) RV and Boat Trailers in driveways and street. (ongoing)**
- 2) Unpermitted Short-Term Rentals**

Byron

1) Byer Road property – *junk on property w/leach line*

- a. 4/30/20 Conrad said they're living in the unit and made contact with the property owner. Conrad to send parcel number to John W. for leach line.
- b. February - Gave info to EH for property and they sent notices to the property owner. Property owner working with Planning to complete minor subdivision modification and then can apply for permits
- c. April – Property owner has completed the plans and should be submitting for permits in May

Knightsen

1) Anchor Marina impacts & Marsh Creek

- a. People living in RVs at Railroad site and Marsh Creek trail.

CERTIFICATE OF COMPLETION

CA Local Agency Ethics (AB1234)

Ashley Porter

Has completed the online training and successfully passed the examination for the CA Local Agency Ethics training course. [Record ID #247952978] Town of Discovery Bay Community Services District



Victoria Zambito, SVP of Content & Communications

Vector Solutions
Two Urban Centre
4890 West Kennedy Boulevard
Suite 300, Tampa, FL 33609
866.546.1212

April 18, 2023

Date of Completion



As an IACET Accredited Provider,
Vector Solutions offers CEUs for its
programs that qualify under the
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Kelly Rajala

From: Cecilia Goff <goff@isd.us.com>
Sent: Monday, April 17, 2023 7:58 AM
To: CCSDA
Cc: 'Lou Ann Texeira (LouAnn.Teixeira@lafco.cccounty.us)'
Subject: Election of Alternate Special District Member
Attachments: A. Martinez LAFCO Candidate Statement.pdf; D. Morrow LAFCO Candidate Statement.pdf; I. Skaredoff LAFCo Candidate Statemet 2023.pdf; M. Lee LAFCO Candidate Statement 04 12 23.pdf; S. Morgan LAFCO Candidate Statement.pdf; S. Pastor LAFCO Candidate Statement.pdf; ISDSC 2023 Election Letter.docx; Special District Members Election - 2023 Ballot.docx; 2023 Special Districts Selection Committee - 04-04-23.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Contra Costa Special Districts Association Members:

Happy Monday!

Last week, CCSDA offered to collect candidate statements from any interested nominees and provide these statements to Association members. Please find the received nominee candidate statements and LAFCO election materials attached. We hope this helps you get to know the candidates better.

Kindest regards,

CECILIA GOFF



DISTRICT SECRETARY/OFFICE ADMINISTRATOR
IRONHOUSE SANITARY DISTRICT
450 WALNUT MEADOWS DRIVE
OAKLEY, CA 94561
DIRECT: (925) 809-3002 OFFICE: (925) 625-2279
goff@isd.us.com

BUSINESS HOURS: Monday – Friday 8:00 am – noon and 1:00 pm – 5:00 pm

CAUTION: This email has been originated outside the organization.



My name is Antonio Martinez. I am running for a seat on the Contra Costa Local Area Formation Commission (LAFCO). Since 2020, I have been on the Board of Contra Costa Water District representing Division 4. Currently I am the Board Vice President. Also, I serve as an alternate Director for the Los Vaqueros Joint Powers Authority. I have 32 years of experience working for one of the largest public water agencies in the country, EBMUD.

In addition to my experience managing maintenance and construction for EBMUDs water distribution system, I held leadership positions in the following Unions:

- AFCSME Local 444; 15 years (Labor)
- IFPTE Local 21; 10 years (Management)

I have been a member of the American Water Works Association (AWWA) since 2008. I have attended conferences around the country where I provided leadership training and presentations on testing new pipe materials for potable water systems. I have experience in managing small and large infrastructure projects related to potable water, recycled water, road improvements, and collaborating with Bay Area cities, Contra Costa County, and State/Federal regulatory organizations.

My platform is based on protecting our environment while ensuring our community has equal access to essential services at affordable rates.

Contra Costa LAFCO has a great reputation and was recently recognized for their effectiveness and positive impact they have had on the community. I welcome the opportunity to be part of this commission and respectfully ask for your support.

Greetings,

I'd like to introduce myself as a candidate for Special District (Alternate) Seat on Contra Costa LAFCo.

I currently serve as President of the Ironhouse Sanitary District Board of Directors, where I have served as LAFCo liaison for the past 6 years. I have attended (or heard) every meeting since January 2017 which has given me invaluable insight on the background of the commission's decisions and CC LAFCo's mission, policy, powers, and limitations, while exercising independent judgment on behalf of the public.

I have background and experience in local government, public service and infrastructure, having worked as a representative for a Contra Costa Supervisor for 6 years. My previous career includes 20 years of experience as a Millwright where I built and maintained industrial plants. I am a small business owner specializing in communications, marketing and promotion.

I have been a resident of Oakley for 30 years which gives me a personal appreciation for how a community can evolve involving land use and SOI decisions made many years previous. I had an intimate view of the recent ECCFPD/ConFire merger process.

I would appreciate the opportunity to further my service and respectfully request your vote to serve as a Special District (Alternate) Member on Contra Costa Local Agency Formation Commission.

Best regard,

Dawn Morrow
President
Ironhouse Sanitary District
450 Walnut Meadows Drive
Oakley, CA 94561
(925) 625-2279
dmorrow@isd.us.com

Hello fellow Contra Costa Special Districts Association members!

I am Igor Skaredoff, asking for your vote to represent you to our Local Agency Formation Commission (LAFCo) as an alternate

I had served you from May of 2014 until last year as a Commissioner and now ask for your vote to serve as an Alternate. In my role as Commissioner, I had a turn as Chair, during which time we were honored to be named the Most Effective Commission in California. To earn this recognition we had advanced the Mission of LAFCo:

“To encourage the orderly formation of local government agencies, preserve agricultural and open space lands, and discourage urban sprawl.”

We helped Special Districts to continue effective and efficient operations by conducting Municipal Service Reviews (MSR's), Spheres of Influence (SOI) updates, boundary reorganizations, annexations and Out of Agency Service Agreements. We did all that while adjusting to COVID and incorporating remote cyberspace as a meeting medium.

During my time on the Commission, I have formed warm and mutually respectful relationships with my fellow Commissioners and especially with the excellent LAFCo Staff members all of whom do an excellent job of advancing our Mission.

I am presently a member of the team organizing our Chapter's 30 Anniversary Celebration.

My “home” special district: The Contra Costa Resource Conservation District is one of few County-Wide districts. I feel that this helped me to develop a holistic and inclusive character for my work.

We conduct work in East County such as habitat restoration at Dutch Slough, and working with Community Farmers in Pittsburg and helping restore Salmon runs to Marsh Creek.

Our work in Central County is exemplified by the Walnut Creek Watershed Council, working to stabilize banks, remove invasives and working with Flood Control to “naturalize” our creeks and stormwater channels and restore salmon runs to Walnut Creek

Our work in West County includes creation and support of the Richmond Greenway, a fish passage under Interstate 80 for salmon and steelhead, and working with Urban Tilth and others in support of urban agriculture and greening of communities..

We also support county-wide Creek cleanups and restorations and proliferation of Native Plant Gardens in numerous communities. Plus: there's lots more, come join us!

I am married (59 years) a father of 3 and a grandfather of 2. I am a retired chemist, having worked in Industry for 35 years, an enthusiastic flyfisherman and backpacker (more of a day-hiker recently). I came to America in 1948 after being evacuated from my birthplace (Shanghai 1941) aboard the American troop ship “General Meiggs”. Moved to Martinez in 1964. Workout with a trainer 4 days a week.

I love doing LAFCo work, together with my fellow commissioners and our outstanding Staff, and ask for your vote to allow me to resume.

Sincerely,

Igor Olegovich Skaredoff



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org



I am pleased to introduce myself, Michelle Lee, and respectfully request your vote to serve as a Special District (Alternate) Member on Contra Costa LAFCO.

Currently, I serve as President of the Board of Directors of the San Ramon Valley Fire Protection District which keeps me actively responsive to local needs and accountable to residents served. Further, as a retired military Veteran serving 36 years and life-long community volunteer, I have dedicated my life to public service and what I believe has made an impactful difference in my community. I possess broad experience with national agency formation, provisioning services, resource brokerage, zero-based reviews, and organizational structuring, restructuring and dissolution.

I remain passionate about government efficiency and effectiveness. I support common sense, balanced representation, well-organized boundaries enabling essential services fulfillment and enhancing orderly growth and resource protection. I understand the importance of developing consistency in SOI operations/activities and facilitating robust, comprehensive service reviews. I am fully committed to integrity and transparency in governance.

Finally, as a long-time resident of Contra Costa County for over twenty years, I understand the local needs and conditions of our County. I am eager for the opportunity to collaborate with you and would appreciate your vote.

Best,

Michelle R. Lee
President
San Ramon Valley Fire Protection District
MichelleLee@srvfire.ca.gov
(925) 553-9269

www.firedepartment.org

Susan Morgan

Board Member

Ironhouse Sanitary District

Contact

smorgan@isd.us.com



Dear Special District Voting Members

My name is Susan Morgan, and I am running for the Special Districts Alternate seat on the Contra Costa LAFCO. I have served several special districts over the past **10 years**.

My public service experience includes:

- Appointed by the Oakley City Council to be the liaison to the Ironhouse Sanitary District (2012-2014).
- Elected in 2014 to the **Ironhouse Sanitary District (ISD)** Board of Directors, where I currently serve.
- Participation with **Reclamation District 830**. ISD owns a delta island, **Jersey Island**, and oversees RD 830. Through my involvement with ISD and RD 830, I have gained first-hand knowledge of reclamation districts issues, including levee maintenance, drainage, and flood protection.
- Appointed to serve on the Board of the **East Contra Costa Fire Protection District** (2017-2018). The ECCFPD later successfully consolidated with the Contra Costa Fire Protection District (Con Fire), to the benefit of all East County.
- Served as an officer of the **Contra Costa Special Districts Association (CCSDA)** since 2016 and elected as Vice President of CCSDA in 2022.
- Elected by CCSDA to be the Special Districts Board Member on the **Contra Costa Countywide Redevelopment Oversight Board** (2018 to present). Elected as Vice-Chair of the Oversight Board in 2023.

I have lived in Contra Costa County for over **31 years**. My deep commitment to serving special districts is the reason I would like to become your representative on LAFCO. My experiences with the Fire District, Sanitary District, Reclamation District, CCSDA and the Countywide Oversight Board, have prepared me to be an effective and passionate representative for you on LAFCO.

I value your support and appreciate your vote.

Respectfully,

Susan Morgan

Candidate Statement
Scott Pastor, Vice President, Diablo Water District

RE: Alternate Position Contra Costa County Local Agency Formation Commission (LAFCO)

I am pleased to announce my candidacy for the special district representative alternate seat on the Contra Costa County Local Agency Formation Commission (LAFCO). I respectfully request your vote to this commission.

Reelected to the Diablo Water District in 2022, I am the immediate Vice President, and previously served as Vice President in 2021, 2022.

I am retired from public service after serving 31 years in emergency services.

Special districts provide a unique, tailored, and critical service to the community that we serve. As a segment of local government, we must have a strong voice in our county, orderly growth, and operation. Both my professional career and elected government experience provided me with the unique ability to voice the concerns of our communities, make fair and equitable decisions, and ensure proper oversight of local government boundaries in operations.

I look forward to working with you now, and in the future, as we collectively support the future of the Contra Costa County. Please feel free to contact me directly at srpastor@diablowater.org.

Thank you for your support.



Lou Ann Teixeira
Executive Officer

April 4, 2023

TO: Presiding Officer or Designated District Voting Delegate
FROM: Lou Ann Teixeira, LAFCO Executive Officer
SUBJECT: **2023 Election for LAFCO Special District Seat (Alternate)**

In early February 2023, LAFCO staff announced a Special District (Alternate Member) vacancy on Contra Costa LAFCO in conjunction with the passing of Stan Caldwell. At that time, LAFCO called for nominations and the names of district voting delegates.

The deadline for submitting nominations was April 3, 2023. LAFCO received seven nominations. The attached ballot lists the seven candidates and their districts.

The *Independent Special District Selection Committee*, consisting of the presiding officer (or his/her designee) of the legislative body of each independent special district, appoints the special district members of LAFCO. LAFCO is conducting the election via email and postal mail. Your district is receiving this message and ballot via email and postal mail.

Enclosed is the official ballot and list of presiding officers/voting delegates. If your district has not yet provided the name of your presiding officer and voting delegate (*must be a board member*), please do so as soon as possible.

We ask that each district complete and return its signed ballot to Contra Costa LAFCO office either by email to LouAnn.Teixeira@lafco.cccounty.us or via postal mail to Contra Costa LAFCO, 40 Muir Road, First Floor, Martinez, CA 94553.

In order to complete the 2023 election process, we must receive completed ballots from a majority of the districts (at least 21 districts) no later than **May 19th**. If a majority of ballots is not received by **May 19th**, a further extension of this election may be required.

This is a time sensitive matter, and we ask that you forward this information including the attachments to your presiding officer and/or voting delegate at your earliest convenience.

Please contact the LAFCO office if you have any questions or need additional information. Thank you for your attention to this matter.

Attachments:

- Ballot
- List of Voting Delegates

**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE
CONTRA COSTA LAFCO**

OFFICIAL BALLOT

Election of **ALTERNATE** Special District Member - term of office on
Contra Costa LAFCO to May 2026

VOTE FOR ONE:

- David Alvarado**
(West County Wastewater District)

- Michelle Lee**
(San Ramon Valley Fire Protection District)

- Antonio Martinez**
(Contra Costa Water District)

- Susan Morgan**
(Iron House Sanitary District)

- Dawn Morrow**
(Iron House Sanitary District)

- Scott Pastor**
(Diablo Water District)

- Igor Skaredoff**
(Contra Costa Resource Conservation District)

Name of Voting District: _____

Name of Voting Member: _____

Signature of Voting Member: _____

*Please return ballot to the LAFCO office no later than **May 19, 2023**
via email to LouAnn.Texeira@lafco.cccounty.us **or** mail to Contra Costa LAFCO
40 Muir Road, 1st Floor, Martinez, CA 94553*

2023 INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

DISTRICT	NAME	TITLE	ALTERNATE
ALAMO-LAFAYETTE CEMETERY DIST	Nancy J. Flood	Chair	Carolyn Thiessen, Trustee
AMBROSE REC & PARK DIST	Trina Hudson	Chair	Mae Torlakson, Vice Chair
B-B-K-U CEMETERY DIST	Patricia Bristow	Chair	Emil Geddes, Trustee
BETHEL ISLAND MID	Bruce Smith	Board President	Anthony Berzinas, Vice Pres
BYRON SANITARY DISTRICT	Danny Hamby	President	Bobby Byer, Vice President
CASTLE ROCK COUNTY WATER DISTRICT	Dan Moylan		Joe Atturio
CENTRAL CONTRA COSTA SANITARY DIST	Tad Pilecki	Board Member	Barbara Hockett, Pres
CONTRA COSTA MOSQUITO & VECTOR	James Murray	President	Darryl Young, Vice Pres
CONTRA COSTA RESOURCE CON DIST	Walter Pease	President	
CONTRA COSTA WATER DISTRICT	Ernesto Avila	President	Antonio Martinez, Vice Pres
CROCKETT COMMUNITY SERVICES DISTRICT	Luigi Barassa	President	Jena Goodman, Vice Pres
DIABLO CSD	Kathy Urbelis	President	Matthew Cox, Vice Pres
DIABLO WATER DISTRICT	Marilyn Tiernan	President	Scott R. Pastor, Vice Pres
TOWN OF DISCOVERY BAY CSD	Michael Callahan	Vice President	Ashley Porter, President
EAST CONTRA COSTA IRRIGATION DISTRICT	Glenn Stonebarger	President	Mark Dwelley, Vice Pres
GREEN VALLEY REC & PARK DIST	Kathi Bachelor	President	Donna Coon, Vice President
IRONHOUSE SANITARY DIST	Dawn Morrow	President	Chris Lauritzen, Vice Pres
KENSINGTON FIRE PROTECTION DISTRICT	Julie Stein	President	Daniel Levine, Vice Pres
KENSINGTON POLICE PROT & CSD	Alexandra Aquino-Fike	President	Sarah Gough, Vice Pres
TOWN OF KNIGHTSEN CSD	Trish Bello-Kunkel	Chair	Gilbert Somerhalder, Vice Chair
MORAGA-ORINDA FIRE DIST	John Jex	President	Mike Roemer, Vice Pres
MT. VIEW SANITARY DIST	Dave Maggi	President	Brian Danley, Vice Pres
PLEASANT HILL REC & PARK DISTRICT	Bobby Glover	Chair	Sandra Bonato, Vice Chair
RECLAMATION DIST (RD) 799	Jim Price	President	Richard Kent, Vice Pres
RD 800	Robert Lyman	President	David Harris, Secretary
RD 830	Chad Davisson	President	Domenic Cianfichi, Secretary
RD 2024	Don Wagenet, Trustee		John Jackson, Thomas Robinson, Trustees
RD 2025	David Forkel	Chair	Clark Misner, Randall Neudeck
RD 2026*	David Forkel	Chair	Russell Ryan, Randall Neudeck
RD 2059	Rob Davies	President	William Hall
RD 2065*	Coleman Foley		Thomas Baldocchi, Sr. Thomas Baldocchi, Jr.
RD 2090*	Jake Messerli	Chair	Robert Eddings, Secretary
RD 2117*	Joyce Speckman		Sandra Speckman Kiefer Kent L. Kiefer
RD 2122	Douglas Rischbieter	President	Katherine Wadsworth, VP
RD 2137*	Ed Schmidt	James Eckman	
RODEO-HERCULES FIRE PROTECTION DIST	Steve Hill	Vice Chair	
RODEO SANITARY DISTRICT	Connie Batchelder	President	Janet Callaghan, Vice Pres
SAN RAMON VALLEY FIRE PROTECTION DIST	Michelle Lee	President	Jay Kerr, Vice Pres
STEGE SANITARY DISTRICT	Juliet Christian-Smith	President	Paul Gilbert-Snyder, VP
WEST COUNTY WASTEWATER DIST	Cheryl Sudduth	President	David Alvarado, Vice Pres