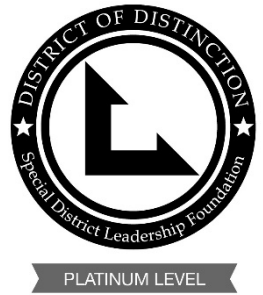




# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



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

**NOTICE OF THE REGULAR MEETING  
OF THE PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, May 7, 2025, 4:30 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/83080753986>

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

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

**Parks and Recreation Committee Members**

*Chair Bryon Gutow  
Vice-Chair Carolyn Graham*

**A. ROLL CALL**

1. Call business meeting to order 4:30 p.m.
2. Roll Call.

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

During Public Comments, the public may address the Committee on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Committee for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Committee only. Any clarifying questions from the Committee must go through the Chair. Comments from the public do not necessarily reflect the viewpoint of the Committee members.

**C. DRAFT MINUTES TO BE APPROVED**

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

**D. UPDATES**

1. Parks and Recreation Updates.

**E. DISCUSSION**

**E. FUTURE DISCUSSION/AGENDA ITEMS**

**F. ADJOURNMENT**

1. Adjourn to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

### MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMITTEE OF THE TOWN OF DISCOVERY BAY Wednesday, March 5, 2025, 4:30 P.M.

#### Parks and Recreation Committee Members

Carolyn Graham

Bryon Gutow

#### A. ROLL CALL

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

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

None.

#### C. DRAFT MINUTES TO BE APPROVED

1. Approve SPECIAL Parks and Recreation DRAFT Meeting minutes of June 5, 2024.

Director Gutow made a motion to approve the Parks and Recreation DRAFT meeting minutes of June 5, 2024.

Director Graham seconded the motion.

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

#### D. UPDATES

None.

#### E. DISCUSSION

1. Discussion Regarding Establishing Chair and Vice-Chair.

Chair will be Director Gutow. Vice-Chair will be Director Graham. Designations will change in 2026.

2. Discussion and Possible Feedback to Approve Agreement with Monarch Landscape/Jensen Landscape Companies for Landscape Improvements on the Laguna Court Islands and Willow Lake Court Island.

Presented by Landscape Manager Monica Gallo.

- Ordinance 25 was passed in 2014. This ordinance was to protect the health, safety, and welfare of residents of the Town of Discovery Bay in response to the current drought crisis and other possible crises in the future.
- Island landscape improvements on South Point, Cabrillo Point and Discovery Point are complete.
- Staff would like to use Hoffman funds for landscape improvements on the Laguna Court Islands and Willow Lake Island.
- Committee discussed balance of remaining Hoffman funds and keeping a possible \$250,000 reserve in the fund.
- Landscape Manager Monica Gallo recommends continuing work on Laguna and Willow Lake.
- Committee will not recommend bringing item to the Board at this time.

3. Discussion and Possible Feedback to Approve Agreements with Monarch Landscape/Jensen Landscape Companies for Landscape Improvements on the Sand Point Road Island.

Presented by Landscape Manager Monica Gallo.

- Island on Sand Point Road has not had any major landscape improvements in decades.
- Committee recommends bringing item to the Board.

4. Discussion and Possible Feedback to Approve Agreements with Monarch Landscape/Jensen Landscape Companies for Landscape Improvements and Tree Removal on Sand Point Road Including the Corner of Discovery Bay Blvd.

Presented by Landscape Manager Monica Gallo.

- Completion of the Sand Point Road improvements would be split into three phases.
- Landscape Manager Gallo suggests waiting until the money is available to complete all three phases.
- Committee will not recommend bringing item to the Board at this time.

5. Discussion and Possible Feedback to Approve Agreement with Monarch Landscape Companies/Jensen Landscape for the Enhancement Project at Ravenswood Park.

Presented by Landscape Manager Monica Gallo.

- Staff would like to make enhancements at are the four corners of Ravenswood Park along with the front of the monument sign where Poe Drive meets Bronte Drive.
- This landscaping is approximately 20 years old.
- Money is available in regular operating budget for Zone 8.
- Project would cost \$24,459.51.
- Committee recommends bringing item to the Board.

6. Discussion and Possible Feedback to Move Forward with Prop 68 Per Capita Grant, Phase II at Cornell Park.

Presented by Landscape Manager Monica Gallo.

- In 2021, the Town received Grant Funding under the 2018 Parks Bond Act.
- The Town has a total remaining balance of \$28,300.00 from the original grant, in which the State will cover \$23,645.00 upon approval of a new project from California State Parks.
- Staff is proposing installing a cornhole surface at Cornell Park.
- The project balance of \$13,355.00 to \$23,335.00 would be drawn from reserves.
- Committee recommends bringing item to the Board.

7. Discussion and Possible Feedback Regarding Safety Bollards at Cornell Park.

Presented by Landscape Manager Monica Gallo.

- Cornell Park has been targeted with individuals driving vehicles, golf carts, e-bikes, and motorcycles in all lawn areas.
- Staff has considered multiple options to protect the park.
- Staff received a quote for strategically placed bollards in the amount of \$130,518.87.
- Chair Gutow asked if security cameras are a viable option. General Manager Breitstein stated there is not sufficient electrical infrastructure and/or lighting available.

## **E. FUTURE DISCUSSION/AGENDA ITEMS**

None.

## **F. ADJOURNMENT**

1. Adjourned at 5:16p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.