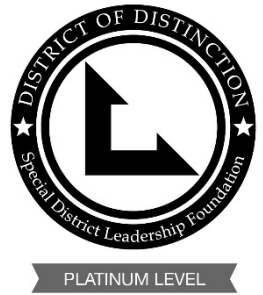




TOWN OF DISCOVERY BAY

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 PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, May 3, 2023, 4:30 P.M.**

**NOTICE
Coronavirus COVID-19**

In response to the current proclaimed State of Emergency, indoor masking recommendations, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically (if available) or in person.

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

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 Michael Callahan

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 1, 2023.

D. PRESENTATIONS

1. New Community Center Design for Rear North Side Patio.

E. UPDATES

1. Painting of PG&E Utility Box Update.
2. Clipper Drive Project Update.

F. DISCUSSION

1. Discuss Purchase and Installation of Fencing / Gating at the Community Center.
2. Discuss solar system on pickleball storage structure.
3. Clipper Drive Discussion.

G. FUTURE DISCUSSION/AGENDA ITEMS

H. ADJOURNMENT

1. Adjourn to the next Standing Parks and Recreation Committee meeting on July 5, 2023, 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 PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, March 1, 2023, 4:30 P.M.**

Parks and Recreation Committee Members

Chair Bryon Gutow

Vice-Chair Michael Callahan

A. ROLL CALL

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

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

None.

C. DRAFT MINUTES TO BE APPROVED

1. Approve Special Parks and Recreation DRAFT Meeting minutes of February 15, 2023.

Vice-Chair Callahan made a motion to approve the Special Parks and Recreation DRAFT Meeting minutes of February 15, 2023.

Chair Gutow seconded the motion.

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

D. PRESENTATIONS

None.

E. UPDATES

1. Landscape Projects.

Presented by Parks and Landscape Manager Bill Engelman.

Clipper Drive Revitalization:

- Town staff will install landscape panels.
- Solar bollard lighting will be added.
- Walkway will be widened using decomposed granite.

Ravenswood Fence:

- Footer needs to be removed and re-set two feet deep at each post.
- Posts were originally installed about 20 years ago.

Pacific Waterways:

- New Regatta neighborhood sign will be installed at Regatta Dr. and Bixler.

Prop. 68 Cornell Grant:

- Basketball Court resurfacing bid opening is scheduled for March 21, 2023.

2 Recreation Updates.

Presented by Parks and Recreation Supervisor Monica Gallo.

- Lifeguard positions were posted on Indeed for free.
- Parks will stay open until 7:30pm beginning March 17th, 2023.
- The Scouts of America will replace wall ball.

3. Status on Community Center Parking Lot Lighting.

- Staff reached out to five contractors.
- Two responded and will be giving quotes to troubleshoot the area.

F. DISCUSSION

1. Discussion of the 2023 Parks and Recreation Public Event Calendar.

Presented by Parks and Recreation Supervisor Monica Gallo.

- Roughly ten events occur each year.
- Staff is looking to add a “Friday night un-wined” event pending approval from legal.

2. Discussion of the Park and Recreation 2023 Program, Activities, and Event Fee Waivers.

- General Manager has the discretion to waive fees. Proposed fees to be waived total \$2895.00.

G. FUTURE DISCUSSION/AGENDA ITEMS

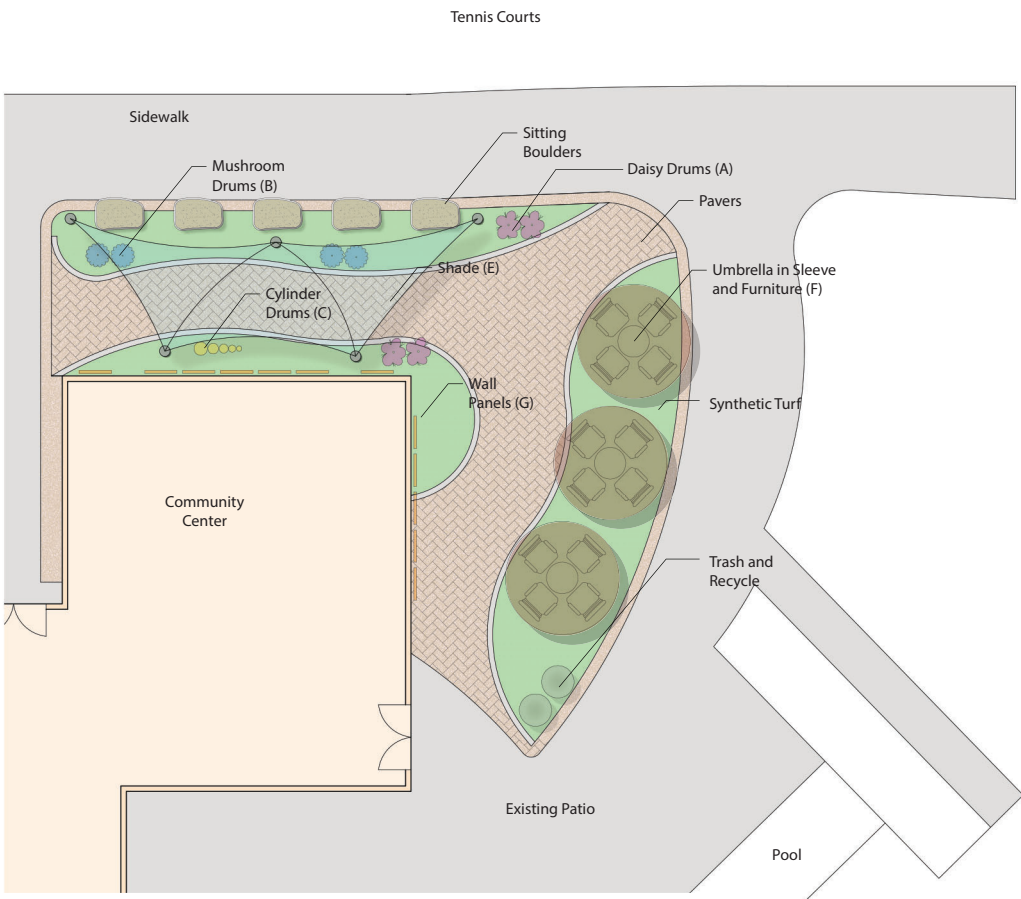
None.

H. ADJOURNMENT

1. Adjourned at 4:58pm to the next Standing Parks and Recreation Committee meeting on May 3, 2023, 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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Community Center Play Area Ideas





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:

Discuss Purchase and Installation of Fencing / Gating at the Community Center.

Recommended Action:

Discuss Purchase and Installation of Fencing / Gating at the Community Center.

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 access the Community Center Pool. Additionally, having additional gates added to the tennis courts / pickleball courts would make it more difficult to access those courts when the Community Center is closed. The staff is 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 are recommending the expenditure be paid from 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: F1

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:

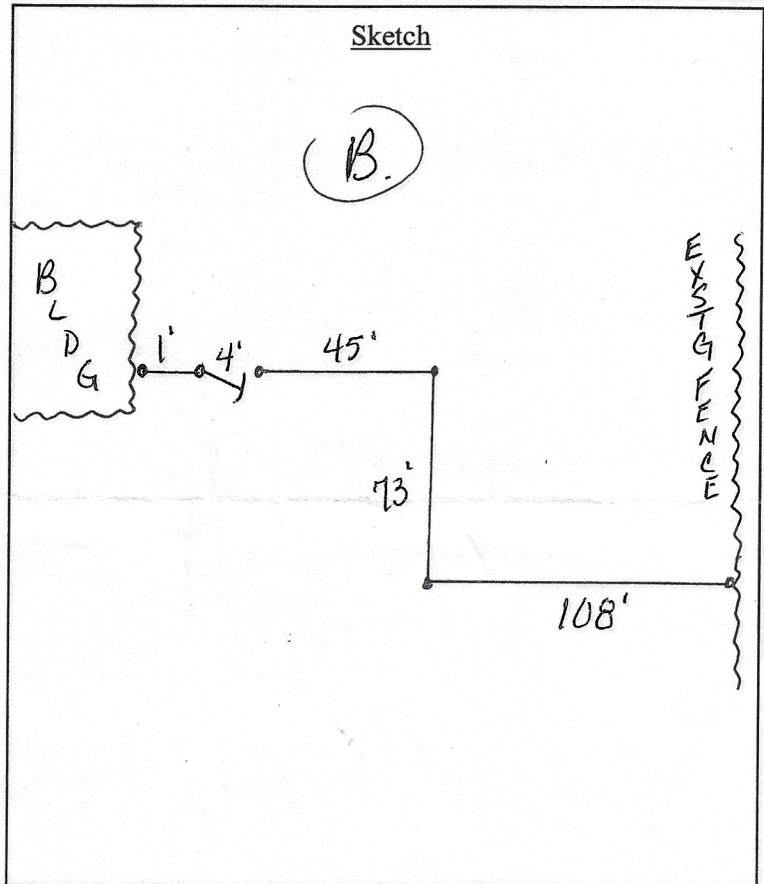
End Posts: 2 3/8" OD
Corner Posts: 2 3/8" OD
Gate Posts: 2 7/8" OD

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@todb.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
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Lin. Ft.

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

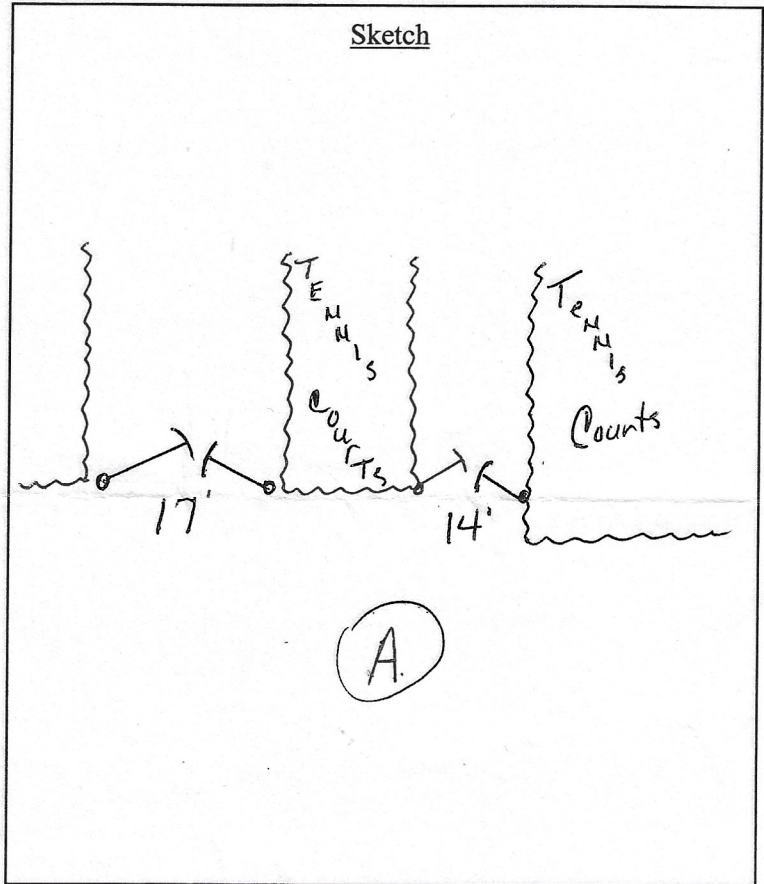
End Posts:
 Corner Posts:
 4 Gate Posts: Schd 40 4" OD

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:



DISCOVERY BAY RECREATION AND SPORTS, INC.
P.O. Box 1614, DISCOVERY BAY, CA 94505

Dina Breitstein, General Manager
Town of Discovery Bay
1800 Willow Lake Rd.
Discovery Bay, CA. 94505

April 24, 2023

Dear Mrs. Breitstein,

Discovery Bay Recreation & Sports, the pickleball player organization would like to be able to address the Parks and Recreation Committee at their May 3rd committee meeting. The subject is concerning installing an off grid solar system on the building they have at the pickle ball courts.

The pickleball membership has a desire to have 110V single phase electrical service for our storage at the courts. This to maintain the battery charged court blower, ball machine and AED device. In addition, during our tournaments we need power to operate and maintain the computers, printers, and a PA system. We have had discussions about running power from the TODB tennis court service, but for various reasons our Board feels a small off grid solar system would work just fine and be in line with the current emphasis to use renewable energy.

The attached details the plan for this effort.

Sincerely,

A handwritten signature in black ink that reads "Robert Lyman".

Robert Lyman, Secretary

CC: Chris Sullivan, President

Discovery Bay Community Center Pickleball Facility

Solar For Pickleball Storage at the Facility

April 24, 2023

The Plan:

The design criteria will be to include all components of a quality to give the system an almost maintenance free life. Solar panels degrade at 1-2% per year and all equipment does require eventual replacement but the load this system will be exposed to, should provide a life span of at least ten years.

The components for the off-grid system would be solar panels mounted on the top of the Tuff Shed, a charge controller, lithium-ion batteries, and an off-grid inverter. The system would be very similar to what is found on an RV with solar panels. We have a retired engineer playing pickleball who has been interested in solar since his college days and has all the technical expertise to do the detail design and supervision of the installation of the system.

Timing:

With all the effort to convince society that we should be considering reducing our use of fossil fuel there is many efforts in process to improving all parts of the solar systems. Because of this we will be investigating all the possibilities to insure we install the latest technology. Therefore, we expect our project would be completed by sometime late in 2023. We are looking for TODB acceptance of our plan to add this to our building at the pickleball courts.