



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



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

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, February 17, 2021

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, February 17, 2021
REGULAR MEETING 7:00 P.M.**

NOTICE
Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE **891949**

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 DRAFT minutes of February 3, 2020 Regular Board of Director's meeting.
2. Approve Register of District Invoices.

D. PRESENTATIONS

- 1.

E. MONTHLY WATER AND WASTEWATER REPORT- VEOLIA

1. Veolia Report – Month of January 2021.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding the Town of Discovery Bay Video Conferencing System.
2. Discussion and Possible Action Regarding the Proposal to Purchase a New Sludge Dredge in the Amount of \$144,603.20 and Increase the Capital Project Total Budget to \$166,294.
3. Discussion and Possible Action Regarding Sending a Board Letter to Caltrans to Consider Other Roadway Engineering Alternatives to the Current Intersection Design of Highway #4 and Discovery Bay Blvd.”
4. Discussion and Possible Action Regarding Sending a Board Letter to Contra Costa County Planner Will Nelson Regarding the future Land Use Zoning Preference(s) for the Vacant Lot Located at the Corner of Discovery Bay Blvd and Clipper Drive and the Vacant Lot at the Corner of Discovery Bay Blvd and Sand Point Road
5. Discussion and Possible Action Regarding the Addition of the COVID-19 Prevention Program (CPP) Section to the Town’s Existing Employee Injury and Illness Prevention Program Policy (IIPP).
6. Discussion and Possible Action Regarding the California State Parks – Prop 68 Statewide Park Program Competitive Grant Project Selection
7. Discussion and Possible Action Regarding the California State Parks – Prop 68 Statewide Park Program Competitive Grant Resolution

G. MANAGER’S REPORT

H. GENERAL MANAGER’S REPORT

I. DIRECTORS’ REPORTS

J. CORRESPONDENCE RECEIVED (Information Only)

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT

1. Adjourn to the next regular meeting on March 3, 2021 at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

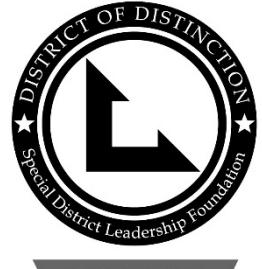
“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification 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."



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A COMMUNITY SERVICES DISTRICT



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PLATINUM LEVEL

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**MINUTES OF THE REGULAR MEETING
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OF THE TOWN OF DISCOVERY BAY
Wednesday, February 3, 2021
REGULAR MEETING 7:00 P.M.**

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Coronavirus COVID-19**

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REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Bryon Gutow
2. Pledge of Allegiance – Led by President Bryon Gutow
3. Roll Call – All Present.

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

Public comment regarding:

- Sending a letter to CalTrans regarding intersection of Discovery Bay Blvd and Highway 4.

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 DRAFT minutes of January 20, 2021 Regular Board of Director's meeting.
2. Approve DRAFT minutes of January 28, 2021 Special Board of Director's meeting.
3. Approve Register of District Invoices.

Motion made by Vice President Kevin Graves to approve items on the Consent Calendar as presented.
Second by Director Ashley Porter.

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

D. AREA AGENCIES REPORTS / PRESENTATION

1. Assembly Member Jim Frazier, District 11.
Jennifer Quallick, Director for Assembly Member Jim Frazier advised that legislation is pursuing two (2) bills; AB98- Reuse and Redistribution of Medical Goods and AB52- Global Warming Solutions Act of 2006- Greenhouse Gas Reduction and Wildfire Mitigation. Advised the public to give her a call if they are having issues with Unemployment Benefits, (925)513-0411.
2. Supervisor Diane Burgis, District III Report.

Deputy Chief of Staff for Diane Burgis, Lea Castleberry gave update on Census Report and Redistricting. Census data should be received by March. Regarding COVID-19, Contra Costa County is in the purple tier. She provided an update of activities that may resume with restrictions. Residents age 65 or older, of Contra Costa County can get the COVID-19 vaccine from Contra Costa County Health Services at no cost to them by appointment only.

3. Sheriff's Office Report.

Lieutenant Mark Johnson gave the Board an update regarding crime and service calls. Property crimes have seen an increase. Time of day for the highest theft activity is between the hours of 3:00 a.m. and 8:00 a.m. Lt. Johnson also reported that license plate readers have been very helpful.

4. CHP Report.

Officer Donnie Thomas provided Board with update regarding recent arrests, warrants, citations, traffic violations. Reported he has increased the CHP presence to deter criminals as much as possible.

5. East Contra Costa Fire Protection District Report.

East Contra Costa Fire Department Battalion Chief Ross Macumber informed the Board of December 2020 and January 2021 calls. Expressed the need for more staff and another fire station. Issued reminder of monthly Fire Board Meeting on the second Wednesday at 6:30 p.m.

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Related to Board Member Appointment to Regional Committees.

General Manager Mike Davies provided the Board with a summary of each Regional Committee to assist in their understanding of content of each Committee along with a link to the Regional Committee's agenda for review. The summary presented to the Board also included Staff's opinion if meetings should be attended or if the agendas can be monitored for anything pertinent to the Town. General Manager Mike Davies asked the Board to examine any meetings they would like to deem as stipendiary.

Committee Name	Primary Board Member	Alternate	Day of Service
Contra Costa Special Districts Association	Director Michael Callahan	President Bryon Gutow	Yes
East Contra Costa County Fire Protection District Liaison	Vice President Kevin Graves	Director Ashley Porter	Yes
East County Water Management Association	Director Ashley Porter	Vice President Kevin Graves	Yes
Police Service (P6 Committee)	President Bryon Gutow	Director Carolyn Graham	Yes
Regional Transportation Agencies	Director Carolyn Graham	Director Michael Callahan	Yes

Vice President Kevin Graves expressed concern regarding the authority to represent the Town Board of Directors at these meetings.

Vice President Kevin Graves made a motion to make all Regional Committee Meetings stipendiary as a day of service when attending as a representative of Town of Discovery Bay Board of Directors.

Second by Director Ashley Porter.

Legal Counsel Rod Attebery advised that if a meeting agenda was reviewed prior to the Regional Committee Meeting taking place, and it is determined that all Town Board Members feel the same about a Regional Committee Agenda Item, the Board Member attending the Regional Committee Meeting may speak as a Town Board representative. Board Members may not represent the entire Board unless previously agreed upon and directed by all Board Members.

Motion amended by Vice President Kevin Graves to include comment of Legal Counsel Rod Attebery.

Second by Director Ashley Porter.

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

Committee Name	Primary Board Member	Alternate	Day of Service
Contra Costa Aviation Committee	President Bryon Gutow	Vice President Kevin Graves	Yes
Contra Costa County Code Enforcement	Director Ashley Porter	President Bryon Gutow	Yes
LAFCO Liaison	Director Michael Callahan	Director Carolyn Graham	Yes
BUSD Representative Liaison	Director Carolyn Graham	Director Michael Callahan	Yes
LUHSD Representative Liaison	Vice President Kevin Graves	Director Ashley Porter	Yes

Director Ashley Porter advised all Regional Committee Meetings should be treated as a day of service, therefore making them all stipendiary.

Motion amended by Vice President Kevin Graves to include comment of Legal Counsel Rod Attebery.

Second by Director Ashley Porter.

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

2. Discussion and Possible Action Regarding Advocating for East Contra Costa Fire Protection District (“ECCFPD”) to Receive a Fixed Percentage of Measure X Funds and Support the Feasibility Assessment of a ECCFPD Consolidation Effort with ConFire.

Measure X’s half-cent sales tax increase will add approximately \$81 million to Contra Costa County’s General Fund. Insufficient funding of the East Contra Costa Fire Protection District (ECCFPD) has posed a well-documented public safety emergency. The Town would like to adopt Resolution 2021-01 advocating for Contra Costa County to obligate a fixed percentage of Measure X funds to ECCFPD in order to fully operate three additional fire stations and enhance fire service response. The Town would also like to adopt Resolution 2021-02 supporting the feasibility assessment of a consolidated effort with ConFire. ECCFPD Chief Bryan Helmick advised that the passing of Measure X highlights the need to add additional fire stations and paramedics. States he is eager to increase service levels as fast as possible.

Public comment regarding:

- Safety crisis in East Contra Costa County.

Comment by Vice President Kevin Graves reminding public that Measure X funds will go away in twenty years and this item will need a permanent solution afterwards.

Motion made by Director Ashley Porter to approve Resolutions 2021-01 and 2021-02 as presented.

Second by Director Carolyn Graham.

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

3. Discussion and Possible Action Regarding Specified Board Member Training Qualifying as a Compensable “Day of Service.”

General Manager Mike Davies requested the Board authorize its Directors to complete necessary training to qualify for the District of Distinction, Transparency Certificate of Excellence and SDRMA Credit Incentive Program. Upon delivery of a written report to the Board notifying of completed training, the Member may be permitted a compensable “day of service.” Presently, the only stipendiary trainings are the (AB1234) Ethics Training and (AB1825) Anti-Harassment Training as required by state mandate. Currently, Board Policy No. 002 provides Board Members compensation for only state mandated training programs. The Board will be required to previously authorize attendance and be provided a written report pertaining to the training received to allow the training course to be permitted as a “day of service” in accordance with Government Code § 16407. Staff recommends approval to update Board Policy No. 002 to include the aforementioned courses.

Vice President Kevin Graves made a motion to approve “day of service” for necessary training programs that are required to qualify for the District of Distinction, Transparency Certificate of Excellence and SDRMA Credit Incentive Program upon written report at the next meeting, including but not limited to mandatory state requirements.

Director Carolyn Graham second.

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

Director Michael Callahan wanted to note that the district benefits greatly from the added credits obtained by the Board when these trainings are completed.

H. MANAGER’S REPORT

I. GENERAL MANAGER’S REPORT

1. Nominations Are Open for SDRMA Board of Directors.

General Manager Mike Davies advised Town Board that SDRMA is currently in the election process for the SDRMA Board Member. This requires a resolution from the Town Board with official nomination. Board was asked if any member held interest in the SDRMA Board Member seat.

Vice President Kevin Graves said he would be interested in looking into it.

General Manager Mike Davies will send Vice President Kevin Graves the materials to review for the application process.

J. DIRECTORS’ REPORTS

1. Standing Committee Reports.

- a. Finance Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) February 3, 2021.

Vice President Kevin Graves advised of finance update and budget process. He expressed contentment with current usage of budget.

- b. Internal Operations Committee Meeting (Committee Members Michael Callahan and Carolyn

Graham) February 3, 2021.

Director Michael Callahan advised the Board that the Committee was presented with a draft of COVID-19 Prevention Program. Also, there was a presentation of the Video Conferencing System Selection. Both of these items will be coming before the Board soon.

- c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter) February 3, 2021.

Vice President Kevin Graves reported update on Water and Wastewater projects that were discussed. The projects discussed were Well 1B maintenance, Sludge Dredge replacement, and proposal for the denitrification project.

2. President Gutow – Training Report

- a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on 11/3/20.
- b. Completion of state mandated “Local Agency Ethics” (AB1234) on 12/8/20.

3. Vice President Graves – Training Report

- a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on 1/26/21.

4. Director Porter – Training Report

- a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on 1/26/21.
- b. Completion of state mandated “Local Agency Ethics” (AB1234) on 1/20/21.
- c. Completion of “Brown Act Principles, Traps and Avoiding Intentional Violations” on 1/14/21.
- d. Completion of “Special District Leadership Academy – Module 1: Governance Foundations” on 12/8/20.

5. Director Callahan – Training Report

- a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on 1/26/21.
- b. Completion of state mandated “Local Agency Ethics” (AB1234) on 1/20/21.
- c. Completion of “Brown Act Principles, Traps and Avoiding Intentional Violations” on 1/14/21.

6. Director Graham – Training Report

- a. Completion of state mandated “Anti-Harassment Training for Supervisors and Managers” (SB1343/AB1825) on 1/26/21.
- b. Completion of state mandated “Local Agency Ethics” (AB1234) on 1/20/21.
- c. Completion of “Brown Act Principles, Traps and Avoiding Intentional Violations” on 1/14/21.

General Manager Mike Davies advised the Board that the above listed trainings have been completed by the noted Director.

K. CORRESPONDENCE RECEIVED (Information Only)

L. FUTURE AGENDA ITEMS

Director Michael Callahan requested to add request of Public to the next Regular Board Meeting regarding concern of the intersection at Highway #4 and Discovery Bay Boulevard.

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7) Commenced at 8:32 p.m.

N. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Government Code 54957 (Position: General Manager).
2. Conference with Labor Negotiator Pursuant to Government Code 54957.6
Agency Designated Representative: Bryon Gutow/Rod Attebery
Unrepresented Employee: General Manager

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Board and Legal Counsel Andy Pinasco returned from Closed Session at 9:18 p.m. with no reportable action.

P. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding General Manager Compensation.
Motion by Director Ashley Porter to add \$12,000 into General Manager Mike Davies retirement fund in lieu of a salary increase and to start process of recruitment for a new General Manager for Town of Discovery Bay.

Motion Second by Vice President Kevin Graves.

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

Q. ADJOURNMENT

1. Adjourned to 9:21 p.m. to the next regular meeting of February 17, 2021 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

February 17, 2021

Prepared By: Julie Carter, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, 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 \$ 346,631.00

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 2020/2021

AGENDA ITEM: C-2

Request for Authorization to Pay Invoices
For The Meeting On February 17, 2021
Town of Discovery Bay CSD
Fiscal Year 7/20 - 6/21

Veolia Water North America	\$141,326.29
Herwit Engineering	\$92,504.30
J.W. Backhoe & Construction, Inc.	\$27,577.84
Empower Retirement	\$27,466.00
CaliforniaChoice Benefit Admin	\$19,962.47
U.S. Bank Corporate Payment System	\$9,699.15
Badger Meter	\$5,620.35
Pacific Landscape Supply, Inc.	\$2,634.75
Mt. Diablo Resource Recovery	\$2,547.04
City Of Brentwood	\$2,161.10
Bill Brandt Ford	\$2,146.00
SDRMA	\$1,746.92
Watersavers Irrigation Inc.	\$1,580.47
Express Employment Professionals	\$1,278.20
Benefit Resources, Inc.	\$1,202.08
Univar Solutions USA Inc.	\$1,165.98
Verizon Wireless	\$941.59
Contra Costa Health Services	\$730.00
Ashley Porter	\$575.00
Bryon Gutow	\$575.00
Carolyn Graham	\$460.00
Michael Callahan	\$460.00
Underground Service Alert	\$451.88
Brentwood Ace Hardware	\$401.31
Kevin Graves	\$345.00
Office Depot	\$334.71
ASCAP	\$181.50
Geotab USA, Inc.	\$177.75
UniFirst Corporation	\$106.67
Discovery Pest Control	\$99.00
County Of Contra Costa, Dept of Info Tec	\$57.00
Quadient Leasing USA, Inc.	\$43.66
Zee Medical Service Company	\$39.06
Water Utility Refund Customer	\$32.93
	<hr/>
	\$346,631.00

**Town of Discovery Bay, CA
Water & Wastewater**

MONTHLY OPERATIONS REPORT

January 2021

4175 Days of Safe Operations

200,632 worked hours without a recordable incident

TRAINING:

- **Safety**
 - OPL—Safety Point Lesson Be aware of your surroundings
 - OPL— Safety Point Lesson Work place injuries and preventions
 - JJ Keller — Annual mandatory Hazcom. training
 - JJ Keller — Annual mandatory Housekeeping awareness training

REPORTS SUBMITTED TO REGULATORY AGENCIES

- ❖ **Monthly Discharge Monitoring Report (DMR)**
- ❖ **Monthly electronic State Monitoring Report (eSMR)**
- ❖ **Monthly Coliform Report, State Water Board (DDW)**
- ❖ **Annual Biosolids Report (EPA)**

WATER SERVICES

Groundwater Well:

- **1B - Active**
- **2 – Active**
- **4 – Active**
- **5B - Active (Standby only)**
- **6 – Active**
- **7 - Active**

2021 Monthly Water Production Table (MG):

January	February	March	April	May	June
49.7					
July	August	September	October	November	December

Bacteriological Test Results:

- All **16** Bacti samples were absent

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls	Fire Hydrant Flushing
• 16	• 0	• 0	• 0	•

WASTEWATER SERVICE

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	December Lab Data	<i>January Lab Data</i>
Flow, MG Effluent, monthly total	T	34.82	35.64
Flow, MG Daily Influent Flow, avg.	N/A	1.42	1.287
Flow, MG Daily Discharge Flow, avg.	2.35	1.12	1.15
Effluent BOD ₅ , mg/L, monthly avg.	10	<1.3	1.5
Effluent TSS, mg/L, monthly avg.	10	0.9	1.0
Total Coli form 7 day Median Max	23	ND	2.0
Total Coli form Daily Maximum	240	ND	2.0
Eff NTU, Daily avg,	2	1	1
Eff Ammonia (N), mg/L, Daily Max	8.4	ND	ND
% Removal BOD ₅ , monthly avg.	85% min.	99.6	99.4 %
% Removal, TSS, monthly avg.	85% min.	99.7	99.6 %
Electrical Conductivity, umhos/cm annual avg.	2400	2375	2250

National Pollution Discharge Elimination System (NPDES):

NPDES Related Excursions	Permit Parameter	NPDES Parameter Limit	Actual Parameter Result
• 0	• N/A	• N/A	• N/A

COLLECTION

Lift Station Status:

# of Active Lift Stations	# of Inactive Lift Stations	SSO
• 15	• 0	• 0

Distribution and Collections Systems:

- **February 2021** Veolia North America is concentrating on Hydrant flushing and Valve exercise.

MAINTENANCE

Preventive and Corrective:

January 2021

CLOSED WORK ORDERS

		Totals	Preventative	Corrective	P/C Ratio
KPI # 1: % (P) Work Order Count Out of Total Closed Last 30 Days	Count	232	226	6	97.4%
12/02/2020 thru 01/01/2021	Skipped	0			
KPI # 2: % (P) Work Order Hours Out of Total Closed Last 30 Days	Hours	169.43	156	13	92.3%
12/02/2020 thru 01/01/2021					

OPEN WORK ORDERS (BackLog)

		Totals	Preventative	Corrective	Skipped
KPI # 3: Backlog Aging 7 days or less	Count	62	60	2	0
12/31/2020 thru 01/06/2021	Est Hours	65.9	60.4	5.5	
KPI # 4: Backlog Aging 8 to 30 days	Count	41	37	4	0
12/07/2020 thru 12/30/2020	Est Hours	57.5	50.5	7.0	
KPI # 5: Backlog Aging 31 to 60 days	Count	17	16	1	See Notes
11/07/2020 thru 12/6/2020	Est Hours	16.5	16.5	0.0	
KPI # 6: Backlog Aging greater than 60 days	Count	29	21	8	See Notes
06/19/2020 thru 11/06/2020	Est Hours	30.0	25.0	5.0	
KPI # 7: Backlog Aging Totals	Count	Total >60	135	15	See Notes
06/19/2020 thru 01/06/2021	Est Hours	171.4	149.4	17.5	

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

Prepared By: Dina Breitstein, Assistant General Manager

Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action Regarding the Town of Discovery Bay Video Conferencing System

Recommended Action

Board approval to allow the General Manager to execute all contracts and purchase orders for the purchase and implementation of the software, necessary equipment, and the installation of the video conferencing system.

Executive Summary

At the October 21, 2020 Board of Director's meeting Staff was asked to research a video conferencing system which included software, camera and microphone options. This system would be used for all public Committee and Board of Director Meetings as a better means to engage with the residents of Discovery Bay.

At the February 3, 2021 Internal Operations Meeting staff presented their recommendation for a two-room video conferencing system and received committee member approval to bring the recommended system before the Board of Directors.

Staff is requesting board approval to allow the General Manager to execute all contracts and purchase orders for the purchase and implementation of the recommended software, necessary equipment, and the installation of the video conferencing system.

Previous Relevant Board Actions for This Item

Attachments

Power Point Presentation

AGENDA ITEM: F-1



Video Conferencing System

TOWN OF DISCOVERY BAY, CSD

Video Conferencing Software Selection Criteria



Ease of Use & Flexibility



Number of Attendees



Controls



Camera & Sound System Options and Integration



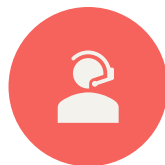
Cost



Two Room Solution (Board & Committee Meeting Rooms)



Training and Support



Customer Service

Webinar & Conference System Solutions Reviewed

Zoom

GoToMeeting, GoToWebinar

Granicus

Vimeo Premium

Webex

Teams

CivicPlus

Webinar Solution Rating

	Ease of Use & Flexibility	Camera & Sound System Options and Integration	Training & Support	Number of Attendees	Cost	Customer Service	Controls	Two Room Solution
Zoom	***	****	**	***	****	***	***	****
GoToWebinar	****	****	****	****	****	****	****	****
Granicus	**	****	***	***	*	***	**	*
Vimeo Premium	**	***	**	**	***	*	**	**
Webex	**	****	***	****	***	***	***	***
Teams	**	****	***	***	****	**	**	***
CivicPlus	**	****	***	***	**	***	**	*

Four Stars being the Highest Rating (****)

Video Conference Solutions of Our Surrounding Cities

- City of Brentwood – Webex, Meetings In-house, Do not save video recorded meetings
- Byron Bethany Irrigation District – Zoom, Meetings from home, Do not save video recorded meetings
- Rec 800 – Zoom, Meetings from home, Do not save Video recorded meetings
- Diablo Water – Teams/Vimeo, Meetings from home, Do not save video recorded meetings
- Mountain House CSD – Granicus, Meetings In-house, Video recorded meetings stored on website
- City of Stockton, Meetings In-house, Video recorded meetings stored on website
- City of Clayton – Zoom, Meetings from home, Video recorded meetings stored on website

Staff's Recommendation

GoToWebinar Pro - by LogMeIn



Webinars Made Easy

GoToWebinar makes communication with prospects, employees, partners and customers easier and more efficient than any webinar product.

Host of feature includes - Email Automation, Custom Branding, Audience Interaction, Video Sharing, Recording, Real-time Analytics, Handouts, Practice Sessions etc.

GoToWebinar Pro Features

- Can Delegate Co-Organizers
- Supports up to 1,000 Attendees Plus
- Recording Capabilities
- Unlimited Storage with LogMeIn or/and;
- Ability to Publish on your own Platform
- Branding and Logo Abilities
- Meeting Notifications
- Regulate Public Comments to 3 Minutes
- Numerus Control Capabilities
- Customizable Registration Page
- Monitoring Meeting Attendees
- Residents can Join via Listen Only Mode
- Hand Raise Feature
- Public Engagement with Polling, Surveying and Chat Features *(can turn off)*
- Meeting Locking Features *(closed session meetings)*
- Detailed Reporting
- In Depth Training
- Easy to Use
- Customer Service

GoToWebinar

COSTS:

GoToWebinar Service Pro

36 Month Contract Term

\$199 Per month, \$2,338 Annually



The costs will be shared between Water, Wastewater, Community Center, Zone 8 and Zone 9

Water & Wastewater will pay for 80% of the annual cost

The Community Center, Zone 8 and Zone 9 will pay for 20% of the annual cost

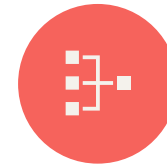
Video & Audio Equipment Selection Criteria



Ease of Use and Set Up



Capabilities & Functionality (Video & Sound Quality)



Multi-Platform System Integration



Cost & Payment Options (Rental/Lease or Ownership)



Two Room Solution (Board & Committee Meeting Rooms)



Training and Support



Customer Service



Warranty

Video Equipment Reviewed

Poly

Epiphan Video

BoxCast

Stand-Alone
Camera and
Microphone
Solutions

Video & Audio Equipment Rating

	Ease of Use & Setup	Cost & Payment Options	Customer Service	Capabilities & Functionality (Video & Sound Quality)	Two Room Solution	Warranty	Multi-Platform System Integration	Training & Support
Poly	****	****	****	****	****	****	****	****
BoxCast	***	***	***	***	***	***	***	***
Epiphan Video	***	***	***	***	*	***	**	**
Stand Alone Camera & Microphone Options	**	**	*	**	***	**	**	**

*Four Stars being the Highest Rating (****)*

Staff's Recommendation

Poly Visual & Audio System



Poly Boardroom G7500 with Eagle Eye IV 12x Camera + TCS and Poly Studio X30 Video Bar



Board Meeting Room



Committee Meeting Room



Two Administrative Controllers

Poly Video Equipment

Costs: Two Options

OPTION 1 (Recommended Option)

Precision IT Purchase Equipment

Three-Year Warranty

Total Cost \$11,785

Installation Costs Estimate \$125/hour

OPTION 2

Lease to Own Equipment from LogMeIn

Three Year Warranty

36 Month Contract \$483/Month = \$17,359

Installation Costs Estimate \$125/hour

The costs will be shared between Water, Wastewater, Community Center, Zone 8 and Zone 9

Water & Wastewater will pay for 80% of the annual cost

The Community Center, Zone 8 and Zone 9 will pay for 20% of the annual cost



Make every webinar your best.

Whether you're hosting webinars for marketing, training or internal company meetings, GoToWebinar makes it easy and gives you the confidence to put on your best webinar every time.

Plan the easy way

Planning and scheduling a webinar is simple. Choose an event date and GoToWebinar will walk you through the rest.

- **Event management:** View all your upcoming webinars and easily adjust settings.
- **Flexible scheduling:** Set up a one-time live event, series or on-demand experience.
- **Webinar templates:** Save time by using the same settings from past webinars for new events.

Promote and draw in the crowds

Promote your webinar with our customer webinar invitations, registration page and automated email reminders.

- **Branding:** Add your logo and images on your webinar materials.
- **Customer registration:** Capture the registrant information you want.
- **Channel page:** Your Channel page is your branded webinar library.

Engage your audience

Put the fun back into webinars! With interactive features you can ensure your attendees stay engaged.

- **Polls and Q&A:** Launch polls and let your attendees ask questions throughout the webinar.
- **Video sharing:** Liven up any presentation with a video that will play seamlessly during your event.
- **Handouts:** Provide relevant, downloadable materials right in your webinar.

- **Webcam:** Share your webcam to make a personal connection.

Convert registrants

Get more value from your webinars. Record and reuse your webinars and use our suite of integrations to make sure your audience can take the next step.

- **Automatic recording:** Automatically record your webinars so you can drive value from them after the live event.
- **Pre-recorded events:** Create interactive, on-demand webinars that feel as vibrant as the live event.
- **Integrations:** Integrate with your CRM, marketing automation or other systems and manage everything in one place.

Analyze your results

Generate reports on who attended, how interested they were and how they engaged.

- **Attendee reports:** Comprehensive reports let you know who attended.
- **Event analytics:** Get an overview of webinar performance with key metrics.
- **Source tracking:** Discover which channels drive sign-ups.

Present with confidence and peace of mind

Webinars can be kind of scary, but GoToWebinar gives you peace of mind with reliable audio and visual technology.

- **2.7 million webinars** are hosted every year with GoToWebinar.
- **Over 50,000 customers** trust GoToWebinar to power their online events.
- **Our mobile app** makes it easy for attendees to join on any device.

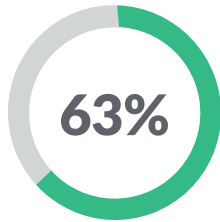
Toll-free audio service

Add integrated toll-free audio service with convenient toll-free packages from OpenVoice (requires additional purchase).

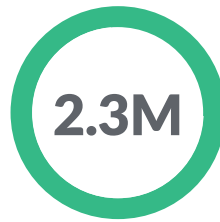
Try it free!

Visit gotowebinar.com or call **1 888 646 0014**.

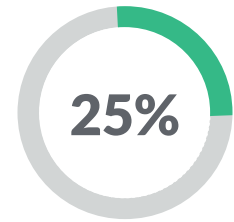
Make every webinar your best.



63% of content marketers say webinars are their most effective tactic.



Organizations like yours trust GoToWebinar to host 2.3 million webinars every year.



With GoToWebinar, most customers generate over 25% more qualified leads.

Reinvent the way you inspire your audience

Whether you need to engage prospects, train new customers or present to a remote audience, GoToWebinar can give you the tools and confidence you need to inspire.



Streamline your workflow

Scheduling webinars is a breeze with our intuitive dashboard, responsive design and robust integrations.



Engage and influence

Present to thousands, share anything on your screen and engage your audience with interactive features.



Capture insightful analytics

Get practical webinar and audience data to measure success and make a big difference to the bottom line.



Get your own webinar library

Get more from your recorded webinars with your own webinar library with easy sharing and customizable privacy settings.



Create on-demand experiences

Create interactive, pre-recorded webinars that have all the impact of a live event.

Attract your audience

- ✓ Email automation
- ✓ Custom branding
- ✓ Practice sessions

Engage your audience

- ✓ Participant interaction
- ✓ Videos and handouts
- ✓ Mobile apps
- ✓ Webcam sharing
- ✓ Pre-recorded events

Influence your audience

- ✓ Webinar recording
- ✓ Reporting and analytics
- ✓ Lead management
- ✓ Full integration suite

Research by TechValidate

PRODUCT COMPARISON



KEY USES

SALES DEMOS
COLLABORATION

BUSINESS PHONE SYSTEM
COMMUNICATION
& COLLABORATION

LEAD GENERATING
MARKETING
PRESENTATIONS

PAID TRAINING
OPTION

MEETING CAPACITY (PRICED BY TIER)

UP TO 250 ATTENDEES

UP TO 250 ATTENDEES

UP TO 3,000 ATTENDEES

UP TO 200 ATTENDEES

ADMIN PORTAL CAPABILITIES	GoToMeeting	GoToConnect	GoToWebinar	GoToTraining
Controls on Feature Settings	●	●	●	●
User Management Settings (Add, Delete, Assign Roles)	●	●	●	●
Single Sign On (SSO)	●	●	●	●
Automated User Provisioning (3rd Party Integrations - Azure, Okta, OneLogin, GSuite)	●	●	●	●
Active Directory Connector Integration (On Premises)	●	●	●	●
Custom Email Templates (Welcome Email)	●	●	●	●
Reporting & Analytics	●	●	●	●
AUDIO				
Built-in Audio with VoIP and Toll	●	●	●	●
Background Noise Suppression	●	●	●	●
Included Toll-Free & Call Me (Limited Countries)	●	●	●	●
Toll-Free (Add-On)	●	●	●	●
Call Me & Dial Out (Add-On)	●	●	●	●
INSTANT ONLINE MEETINGS				
HD Video	●	●	●	●
Instant Meetings and Scheduled Meetings	●	●	●	●
One-Click Meetings	●	●	●	●
Simultaneous Webcams	25	25	6	6
Desktop/Application Sharing	●	●	●	●
Add Co-Organizers	●	●	●	●
Change Presenters	●	●	●	●
Unlimited Cloud Recording	●	●	●	1
Join from Mac, PC, Chromebook, Linux or Mobile Devices	●	●	●	●
In-Session Chat	●	●	2	●
Preview Your Webcam	●	●	●	●
Multiple Camera Layouts (i.e. Active Speaker)	●	●	●	●
Encrypted Sessions	●	●	●	●
Web-Based Meetings (No Download)	●	●	●	●
Dismiss Attendees	●	●	●	●
Start Meetings from MS Office, Email and Instant-Messaging Tools	●	●	●	●
Keyboard & Mouse Sharing	●	●	●	●
Drawing Tools (Including Pointer and Spotlight)	●	●	●	●
Personal Meeting Room(s)	●	●	●	●
Meeting Lock	●	●	●	●
Commuter Mode	●	●	●	●
CONFERENCE ROOM EQUIPMENT				
GoToRoom Equipment by Dolby	●	●	●	●
GoToRoom Equipment by Poly	●	●	●	●
Intelligent Scene Framing	●	●	●	●
Whiteboard View	●	●	●	●
High Dynamic Range (HDR) Video Mapping	●	●	●	●
Dynamic Leveling	●	●	●	●
Full-Room Pickup	●	●	●	●
Voice Placement	●	●	●	●
LARGE GROUP EVENTS				
Mute All Attendees	●	●	●	●
Custom Registration	●	●	●	●
Automated Emails	●	●	●	●
Polls and Surveys	●	●	●	●
Hand Raising	●	●	●	●
Engagement Dashboard	●	●	●	●
Guest Presenters	●	●	●	●
Pre-Session Green Room (Confer With Organizers Via Audio)	●	●	●	●
Q&A	●	●	●	●
Practice Mode	●	●	●	●

Notes:
 1 By default, you have 2GB of storage space for materials and recordings.
 2 Staff members (e.g., Presenters, panelists and organizers) can exchange instant chat messages with each other during a webinar. Organizers can also send public chat messages to all attendees, which will appear in each attendee's Questions panel. It is not possible for attendees to exchange chat messages with other attendees, but they can send questions to staff members if desired.
 For a list of integrations, check out gotomeeting.com/integrations.

PRODUCT COMPARISON



KEY USES

SALES DEMOS
COLLABORATION

BUSINESS PHONE SYSTEM
COMMUNICATION
& COLLABORATION

LEAD GENERATING
MARKETING
PRESENTATIONS

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UP TO 3,000 ATTENDEES

UP TO 200 ATTENDEES

INTERACTIVE TRAININGS

Online Course Catalogs			●	●
Payment Processing			●	●
Handouts			●	●
Breakout Collaboration				●
Configurable Class Size				●
Content Library				●
Timer				●

POST SESSION MANAGEMENT

Share Recorded Sessions Online	●	●	●	●
Transcription	●	●	●	
Video Editor			●	
Video Embedding			●	●
Certificates			●	●
Custom Channel Page URL			●	
Note Taking	●			
Slide to PDF	●			
Business Messaging	●	●		

VOICE

Conference Bridge	●	●	●	●
Unlimited Auto-Attendants		●		
Call Recording		●		
Custom Greetings		●		
Custom Hold Music/Messages		●		
Dial Plan Editor		●		
Custom Schedules		●		
Embedded With Softphone		●		
Hot Desking		●		
Call Analytics		●		
Call Queues		●		
Presence Monitoring		●		
Ring Groups		●		
Shared Line Appearance		●		
Speed Dial		●		
Call Monitoring		●		
Unlimited Extensions		●		
Virtual Fax		●		
Voicemail		●		
Call Forwarding		●		
SMS		●		
Find Me/Follow Me		●		

SUPPORT CENTER CAPABILITIES

Interactive Voice Response		●		
Automatic Call Distribution (ACD)		●		
Agent Login/Log Out		●		
CRM Integrations		●		
Prioritize Inbound Calls		●		
Supervisor Features		●		
Real-Time Queue Report		●		
Historical Call Reports		●		
Historical Contact Reports		●		
Historical Agent Report		●		
Contact Resolution Report		●		
Report Exports		●		
One Day Deployment		●		
Queue Dashboards		●		
Agent Dashboards		●		
One-Touch Queue Login		●		
Pause Queue Calls		●		
Additional Call Information		●		



VIDEO CONFERENCING, MEET RADICAL SIMPLICITY

BENEFITS

- Get any small room up and running in minutes, with a simple setup process and all-in-one design
- Make it easy for anyone, even guests, to share content wirelessly from any personal device—with no special apps or tools needed
- Powerful audio pickup and incredible noise blocking technology allows every word to be heard without distractions
- On-board support for cloud video platforms like Zoom and Microsoft Teams means no room PC or Mac is required

POLY STUDIO X30 VIDEO BAR

Meet the Poly Studio X30, an all-in-one video bar for huddle and small rooms. It's radically simple to use with support for leading cloud video services built right in—no PC or Mac required. Voices are crisp and clear, thanks to a beamforming microphone array and acoustic chamber design. Built-in, wireless content sharing lets users share from their devices without the need for cables or pucks. Setup, management, and maintenance are all streamlined, too. Say hello to lower IT costs.

- Ideal for huddle and small sized rooms
- Compact, lightweight design easily fits on top or underneath display
- Affordable price delivers excellent huddle room performance without breaking the bank

POLY STUDIO X30



SPECIFICATIONS

PACKAGE INCLUDES:

- Poly Studio X30
- Cable bundle
- Monitor clamp
- Privacy cover

VIDEO STANDARDS AND PROTOCOLS

- H.264 AVC, H.264 High Profile, H.265

VIDEO INPUT

- 1x HDMI

VIDEO OUT

- 1x HDMI
- Touch display compatible

PEOPLE VIDEO RESOLUTION

- 4K, 30 fps (TX and RX) from 2048 Kbps
- 1080p, 60 fps from 1740 Kbps
- 1080p, 30 fps from 1024 Kbps
- 720p, 60 fps from 832 Kbps
- 720p, 30 fps from 512 Kbps

CONTENT VIDEO RESOLUTION

- Input
 - UHD (3840 x 2160)
 - HD (1920 x 1080p)
 - WSXGA+ (1680 x 1050)
 - UXGA (1600 x 1200)
 - SXGA (1280 x 1024)
 - WXGA (1280 x 768)
 - HD (1280 x 720p)
 - XGA (1024 x 768)
 - SVGA (800 x 600)

- Output
 - UHD (3840 x 2160)
 - WUXGA (1920 x 1200)
 - HD (1920 x 1080)
 - WSXGA+ (1680 x 1050)
 - SXGA+ (1400 x 1050)
 - SXGA (1280 x 1024)
 - HD (1280 x 720)
 - XGA (1024 x 768)
- Content frame rate
 - 5–60 fps (up to 4K resolution at 15 fps in call)

CONTENT SHARING

- Poly Content App support
- Apple Airplay
- Miracast
- HDMI input
- Whiteboarding

CAMERA

- 5x digital zoom
- 120° FOV
- UHD 2160p (4K) capture resolution
- Automatic people framing
- Automatic speaker tracking

AUDIO INPUT

- Four MEMS microphones
- Microphone pickup range 15 ft

AUDIO OUTPUT

- Single Speaker

OTHER INTERFACES

- 1x USB-A (3.0)
- 1x USB-C
- Bluetooth 5.0**
- WiFi 802.11a/b/g/n/ac (MIMO) Multi-channel Concurrency**

AUDIO STANDARDS AND PROTOCOLS

- 22 kHz bandwidth with Polycom Siren 22 technology
- 20 kHz bandwidth with G.719 (M- Mode) and Polycom Siren 22 technology
- 14 kHz bandwidth with Polycom Siren 14 technology, G.722.1 Annex C
- 7 kHz bandwidth with G.722, G.722.1
- 3.4 kHz bandwidth with G.711, G.728, G.729A

NETWORK

- IPv4
- IPv6
- 1x 10/100/1G Ethernet
- Auto-MDIX
- H.323 and/or SIP up to 6 Mbps in Poly App video mode
- Polycom Lost Packet Recovery (LPR) technology
- Dynamic bandwidth allocation
- Reconfigurable MTU size
- Web proxy support—basic, digest, and NTLM
- Simple Certificate Enrollment Protocol (SCEP)

POLY STUDIO X30

SECURITY

- Media Encryption (H.323, SIP): AES-128, AES-256
- H.235.6 support
- Authenticated access to admin menus, web interface, and APIs
- Local account password policy configuration
- Security profiles
- Local account and login port lockout
- Secure defaults
- Remote logging with support for TLS
- Active directory external authentication

OPTIONS

- VESA and wall mount kit
- Stand
- Poly TC8
- Poly Bluetooth remote control
- Poly Trio
- Inverted mount kit
- TAA, JITC and no radio versions available**

INTEROPERABILITY

- Zoom Certified
- Microsoft Teams Certified
- All cloud service providers through Poly Video App mode
- USB Device Mode
- Support for native 3rd party applications includes Zoom, Microsoft Teams, 8x8, GoToRoom, RingCentral and StarLeaf

ELECTRICAL

- Auto sensing power supply
- Typical operating voltage/power
 - 37 VA @ 120 V @ 60 Hz
 - 37 VA @ 230 V @ 50/60 Hz
- Typical BTU/h: 65

ENVIRONMENTAL SPECIFICATION

- Operating temperature: 0 to 40 °C
- Operating humidity (non-condensing): 15 to 80%
- Non-operating temperature: -40 to 70 °C
- Non-operating humidity (non-condensing): 5 to 95%
- Maximum altitude: 16,000 ft

PHYSICAL CHARACTERISTICS

- 17.39 W x 2.46 H x 2.42 D (inches)
441.8 W x 62.5 H x 61.6 D (mm)
- 1.6 lbs/.73 kg

WARRANTY

- One-year return to factory parts and labor

*Some features may only be available with certain native apps or in Poly video mode

**Not available on no radio versions

Product details and specifications are subject to change.

LEARN MORE

To learn more information about Poly Studio X30, visit poly.com/studiox



CONTROL YOUR COLLABORATION WITH EASE

BENEFITS

- Integrated calendar so it's easy to find your meeting and connect
- Intuitive interface makes it easy to personalize the experience for more productive meetings
- Power over Ethernet means only one cable is required, keeping your table clean
- Easy setup as it's pre-paired out of the box when purchasing as part of a full Poly video solution

POLY TC8

This intuitive touch interface provides easy access to Poly video conferencing solutions. The sleek design features an 8" high-resolution touch display to ensure that the control options are clear and accessible. A single cable carries both power and data to reduce clutter. After using the Poly TC8, you'll never stress about getting your meeting going again. Having confidence that you can easily initiate, join, or share content lets you focus on better collaboration.

- Integrated calendar for one touch to join a call
- Easily share content, adjust the camera, and change participant layouts
- Compatible with Poly Studio X family and Poly G7500

POLY TC8



SPECIFICATIONS

PACKAGE INCLUDES:

- Poly TC8 and RJ45 (LAN) cable
- Setup sheet
- Printed warranty statement

PHYSICAL CHARACTERISTICS

- Physical dimensions: 205 W x 123 H x 79 D mm (8.07" W x 4.84" H x 3.11" D in)
- Micro-B USB 2.0 (diagnostics)
- Mechanical locking mechanism (Kensington lock)
- Weight: 812 g (1.79 lb)

OPERATING ENVIRONMENT

- Temperature: 0 to 40 °C (32 - 104 °F)
- Non-operating: -20 to 60 °C (-20 - 140 °F)

ALTITUDE

- Operating: 0 to 10,000 ft ASL
- Non-operating: 0 to 35000 ft ASL

COMPATIBLE SYSTEMS

- Poly G7500 (min 3.0 software)
- Poly Studio X30 and Studio X50

USABILITY

- Display: 8-inch screen
- Aspect ratio: 16 x 10
- Resolution: WXGA (1280 x 800)
- Designed with built-in stand support—no external stand required

- Viewing angle: 75 degrees (U/D/L/R)
- Positioning/placing angle: 60 degrees
- Tap and touch control to access call controls and administrative menus
- Intuitive user interface

TECHNOLOGY

- Capacitive touch sensor supports multi-touch functionality
- Direct API command through network
- LCD panel with LED backlighting
- IPS (In-Plane Switching)
- Ultra Sonic Emitter (for auto pairing)

ELECTRICAL

- Power over Ethernet (PoE), compatible with IEEE 802.3af Class 3
- Low-power sleep mode

WARRANTY

- One-year return to factory parts and labor
- 90-day software warranty

PART NUMBER

- 2200-30760-001

LEARN MORE

For more information on Poly TC8 visit www.poly.com.

DATA SHEET

Polycom® EagleEye™ Series Cameras

High definition video imaging

Polycom® EagleEye™ cameras provide the ultimate experience to optimize video collaboration. EagleEye™ IV and EagleEye™ Acoustic cameras are designed to meet your varying environments and applications in conjunction with Polycom® RealPresence® Group Series video systems. From huddle rooms, to desktops, classrooms to customized board rooms, Polycom EagleEye cameras deliver best in class video quality to all participants.

All Polycom EagleEye cameras offer the following features:

- High definition video transmission
- Clear, crisp natural colors from precisely tuned optics
- Quick, fluid movements with sharp focus
- Camera power supplied by Polycom RealPresence Group Series video system eliminating the need for a power supply

Multiple camera options to meet your needs

EagleEye IV

The Polycom EagleEye IV 4x and 12x cameras have a completely digital camera sensor to capture incredible detail for more natural communication. With a wide field of view, these cameras are flexible enough to use in any room environment, from a small huddle room to a large boardroom. With the optional Polycom EagleEye Digital Extender, the cameras can be mounted up to 330 feet away from the video system, providing you the flexibility to move the camera where you need it. Combine the EagleEye IV camera with EagleEye™ Producer or EagleEye™ Director II for an automated camera experience.

EagleEye Acoustic

The Polycom EagleEye Acoustic camera is an optimal solution for a smaller environment. With built-in microphones and small footprint, this camera will easily blend into an executive office or huddle room.





Polycom EagleEye IV 12x Camera (silver)



Polycom EagleEye IV 4x Camera (black)



Polycom EagleEye Acoustic Camera

	EagleEye IV 	EagleEye Acoustic 
Camera type	1/2.33" CMOS	1/2.7" CMOS
H/V resolution	1920 x 1080	1920 x 1080
Output	SMPTE 296M 1280 x 720p60, SMPTE 274M 1920 x 1080p, 60/50	SMPTE 274M 1920 x 1080p, 30/25
Lens focal length	f=3.76–37.6 mm	f=4.37 mm
Lens F#	1.2	2.0
Zoom	4x optical (black), 10x/12x (silver) optical/digital	2x digital
Focus	Auto	Auto
Horizontal field of view	65°, 85° with wide angle adaptor	67°
Vertical field of view	39°	39°
Min. illumination	50 lux	50 lux (F2.0)/50 IRE
Exposure	Auto-iris, AGC	AGC
SNR	50 dB	50 dB
Pan range	+/-100°	+/-24°
Tilt range	+20/-30°	+/-14°
I/O	Mini-HDCI— Hirose DH60-37P	HDCI, 60 pin (incl: power, Comm, IR, HDMI, audio)
IR detectors	•	•
Power consumption	12 v @ <1.2A power	200 mA @ 12V DC
Dimensions (W x H x D)	218 x 138 x 118 mm	45.4 x 43 x 111 mm
Built-in-microphones		•
Video system compatibility	RealPresence Group Series	RealPresence Group Series
Room size	Small, medium, large	Small

* All camera data is subject to change without notice and performance may vary based upon environmental conditions.

Automated camera options

EagleEye Producer Kit—Utilizing the latest in facial recognition technology, the system continually scans the room and seamlessly commands the MPTZ camera to appropriately frame the users. This intelligent method of dynamic framing greatly improves the user experience and solves the common problem of wide angle shots that fail to immerse participants in a meeting. EagleEye Producer enables you to see true expressions and vital non-verbal communications for more naturally effective meetings.

Compatible with EagleEye IV 4x and 12 cameras. The EagleEye Producer mounting kit uses the Universal Camera mount to mount the EagleEye Producer and the EagleEye camera on the wall, display or tripod.

EagleEye Director II Kit—Changes the face of group video communications by enabling close-up views of every speaker in a video conference, regardless of their location or the number of people in the room. By highlighting, zooming in, and framing active speakers, everyone can clearly see critical facial expressions and read the subtle body language which enables deeper engagement and more effective meetings.

Compatible with EagleEye IV 12x cameras.

Available accessories

Wide angle lens—extends the field of view for EagleEye IV to 85°

Cables—The EagleEye IV camera uses a mini-HDCI to HDCI cable which comes in a variety of different sizes to meet your needs:

- 300mm (2457-64356-030)
- 457mm (2457-64356-018)
- 1m (2457-64356-100)
- 3m (2457-64356-001)
- 10m (2457-64356-101)

EagleEye Digital Extender—allows EagleEye IV or EagleEye Acoustic, sans audio, to be mounted 330 feet away with a Cat6a cable to extend the video, control and power from the source to the destination.

Digital Breakout Adapter—breaks out the EagleEye IV or EagleEye Acoustic to HDMI type connector and DB9 connector. One version at the camera also provides power to the camera. At the codec the Digital Breakout Adapter connects to an available HDCI input.

Universal Mounting Shelf—supports the EagleEye IV cameras. Provides necessary parts to mount the EagleEye IV on the wall, a tripod or a display.

Codec Shelf Mounting Kit—allows the RealPresence Group Series 300, 310 or 500 and EagleEye™ IV camera to be mounted together in conjunction with the Universal Mounting Shelf.

Privacy Cover—For added security, the privacy cover for either the EagleEye IV or the EagleEye III secures to the camera allowing you to open and close the cover as needed.



SEE THE DETAILS YOU NEVER KNEW EXISTED.

BENEFITS

- Simplify the user experience by combining video conferencing and content sharing in one solution
- Make people feel like they are together in the same room with Ultra HD 4K for amazing richness and clarity when sharing content
- Minimize background noise from disrupting meetings with advanced audio technology including NoiseBlockAI
- Native support for cloud video platforms like Zoom, StarLeaf and GoToRoom means no room PC or Mac is required

POLY G7500

Help teams share ideas and express themselves clearly—in Ultra HD 4K. No ideas get left behind, because anyone can share wirelessly, annotate and capture content for later use. With detailed visuals and rich audio, people feel like they're together in the same room. With noise cancellation built-in, audio distractions like background noise and side conversations are a thing of the past. G7500 is deployment friendly too, with an intuitive user interface and flexible set-up that increases adoption and utilization. The G7500 runs cloud service applications natively or the Poly Video app for standards-based calling and connection into any provider or video system.

- Premium audio quality and voice clarity
- Share content wirelessly from any device
- Content annotation and digital whiteboarding
- Customization and security for room control using REST APIs

POLY G7500



SPECIFICATIONS

PACKAGE INCLUDES

- G7500 codec
- EagleEye IV camera or EagleEye Cube USB
- Poly IP Microphone
- Bluetooth® remote control
- Cable bundle

VIDEO STANDARDS AND PROTOCOLS

- H.264 AVC, H.264 High Profile, H.265
- H.239
- H.264 video error concealment

VIDEO INPUT

- 1x HDCI
- 1x HDMI
- 3x USB
- Camera switching via touch interface

VIDEO OUT

- 2x HDMI
- Touch display compatible

PEOPLE VIDEO RESOLUTION

- 4K, 30 fps (TX and RX) from 2048 Kbps
- 1080p, 60 fps from 1740 Kbps
- 1080p, 30 fps from 1024 Kbps
- 720p, 60 fps from 832 Kbps
- 720p, 30 fps from 512 Kbps
- 4SIF/4CIF, 60 fps from 512 Kbps
- 4SIF/4CIF, 30 fps from 128 Kbps
- SIF (352 x 240), CIF (352 x 288)
- From 64 kbps
- QCIF (176 x 144) from 64 kbps
- w288p from 128 Kbps
- w448 from 384 Kbps
- w576p from 512 Kbps

CONTENT VIDEO RESOLUTION

- Input
 - UHD (3840 x 2160)
 - HD (1920 x 1080p)
 - WSXGA+ (1680 x 1050)
 - UXGA (1600 x 1200)

- SXGA (1280 x 1024)
- WXGA (1280 x 768)
- HD (1280 x 720p)
- XGA (1024 x 768)
- SVGA (800 x 600)
- Output
 - UHD (3840 x 2160)
 - WUXGA (1920 x 1200)
 - HD (1920 x 1080)
 - WSXGA+ (1680 x 1050)
 - SXGA+ (1400 x 1050)
 - SXGA (1280 x 1024)
 - HD (1280 x 720)
 - XGA (1024 x 768)
- Content frame rate
 - 5-60 fps (up to 4K resolution at 15 fps in call)

CONTENT SHARING

- Poly Content App support
- Apple AirPlay
- Miracast
- 1x HDMI input

AUDIO INPUT

- Up to three 1x IP microphone arrays (20 ft pickup range each)
- Up to 4x Clink2 Microphones or SoundStructure (using Poly Microphone IP Adapter)
- 1x HDMI
- 1x 3.5 mm stereo line-in
- USB support for SHURE microphones

AUDIO OUTPUT

- 1x HDMI
- 1x 3.5 mm stereo line-out

OTHER INTERFACES

- 3x USB 3.0
- 1x USB-C¹
- 1x RS-232, 8-pin mini-DIN
- Bluetooth 5.0
- WiFi 802.11a/b/g/n/ac (MIMO) Multichannel Concurrency

AUDIO STANDARDS AND PROTOCOLS

- 22 kHz bandwidth with Polycom Siren 22 technology
- 20 kHz bandwidth with G.719 (M- Mode) and Polycom Siren 22 technology
- 14 kHz bandwidth with Polycom Siren 14 technology, G.722.1 Annex C
- 7 kHz bandwidth with G.722, G.722.1
- 3.4 kHz bandwidth with G.711, G.728, G.729A

NETWORK

- IPv4
- IPv6
- 1x 10/100/1G Ethernet
- Auto-MDIX
- 3x 10/100/1G LLN supporting POE+/PSE
- H.323 and/or SIP up to 6 Mbps
- Polycom Lost Packet Recovery (LPR) technology
- Dynamic bandwidth allocation
- Reconfigurable MTU size
- RS232 with REST and CLI API support
- Web Proxy support—Basic, Digest and NTLM
- Simple Certificate Enrollment Protocol (SCEP)

SECURITY

- Media encryption (H.323, SIP): AES-128, AES-256
- H.235.6 support
- Authenticated access to admin menus, web interface and APIs
- PKI/Certificate Management:
 - TLS 1.2, 1.1, 1.0
 - Self-signed and CA-signed certificate support
 - CRL and OCSP-based certificate revocation checking
- Local account password policy configuration
- Security profiles
- Local account and login port lockout
- Secure defaults
- Remote logging with support for TLS
- Active directory external authentication

OPTIONS

- Poly TC8
- Poly IP Table Microphone
- Poly Microphone IP Adapter
- EagleEye Cube USB
- EagleEye Director II
- EagleEye Producer

INTEROPERABILITY

- Support for Zoom Rooms, StarLeaf and GoToRoom
- All cloud service providers through Poly Video App mode
- USB Device Mode

ELECTRICAL

- Auto sensing power supply
- Typical operating voltage/power
 - 37VA @ 120V @ 60 Hz
 - 37VA @ 230V @ 50/60 Hz
- Typical BTU/h: 65

ENVIRONMENTAL SPECIFICATION

- Operating temperature: 0 to 40 °C (32 - 104 °F)
- Operating humidity: 15 to 80%
- Non-operating temperature: -40 to 70 °C (-40 to 158 °F)
- Non-operating humidity (non-condensing): 5 to 95%
- Maximum altitude: 10,000 ft

PHYSICAL CHARACTERISTICS

- G7500 base box
 - 13.75" L x 1.5" H x 5.5" D in (34.92 x 3.81x 13.97 cm)
 - 2.1 lbs (.95 Kg)

WARRANTY

- One-year return to factory parts and labor

¹ For future use

Certain features may only be available with certain apps or in Poly Video mode

LEARN MORE

For more information on G7500 visit www.poly.com/g7500



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

Prepared By: Gregory Harris, District Wastewater Engineer
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action Regarding the Proposal to Purchase a New Sludge Dredge in the Amount of \$144,603.20 and Increase the Capital Project Total Budget to \$166,294.

Recommended Action

Approve the quote from Crisafulli, to authorize the General Manager to execute the Town's Standard Purchase Agreement for purchase of the dredge from Crisafulli as per the attached proposal, to increase the total project budget, and to utilize reserves to pay the exceeding costs of the overall project.

Executive Summary

The Town operates an existing dredge at Wastewater Treatment Plant No. 2. The existing dredge is 18 years old and is in need of replacement. The dredge is used to pump sludge from the sludge lagoons at Plant No. 2 to the aerobic digester and dewatering equipment prior to dewatering, drying, and disposal. The dredge is the only means of removing sludge from the sludge lagoons.

The original dredge manufacture no longer makes dredges. Veolia obtained two cost proposals for the dredge replacement. One from Crisafulli and the other from Rockwell Engineering. The Rockwell Engineering proposal purchases the same OEM dredge from Crisafulli but included in the cost is Rockwell's price markup. Therefore, cost from Rockwell was more expensive than purchasing directly from Crisafulli.

There are currently no other small scale dredge manufacturers for sludge lagoons. Staff recommends proceeding with the proposal from Crisafulli. Crisafulli and Veolia will install the dredge.

The cost of the Dredge project was included in the 2020/2021 CIP number 7007 in the amount of \$110,000 based on an estimate by the previous Veolia Plant Manager. Since that time, costs have increased. The updated cost estimate including tax and freight exceeds the CIP budget amount by \$34,603.00. To protect the project budget from further change orders or other potential issues an additional 15% contingency in the amount of \$21,690 has been added to the cost of the total project budget. This brings the total budget increase to \$55,690 and the new project budget estimate total to \$166,294.

Recommended Action:

- A. Approve the quote from Crisafulli for a new dredge.
- B. Authorize the General Manager to Execute the Town's Standard Contract form for the new dredge in the amount of \$144,603.20 (Including Tax and Freight).
- C. Authorize the increase of the total project budget to \$166,294.
- D. Authorize the use of reserves to pay the cost of the project overages \$34,603 plus a project contingency of 15% \$21,690 = for a total of \$56,294.

Previous Relevant Board Actions for This Item

Authorization of CIP item 7007.

Fiscal Impact: Part of Existing CIP
Amount Requested: \$56,294
Sufficient Budgeted Funds Available? Yes
Prog/Fund # Category: TBD

Attachments

1. Crisafulli Proposal Dated 1/19/2021

AGENDA ITEM: F-2

CRISAFULLI

Sludge Removal Systems
 PO Box 1051 Glendive, MT 59330
 (406) 365-3393 Fax (406)365-8088
 www.crisafullipumps.com
 srsc@crisafulli.com

Our Quotation # 006740-01
 01/19/2021

Revised

To :
 VEOLIA NORTH AMERICA
 125 S 84th St
 Suite 175
 MILWAUKEE WI 53214
 UNITED STATES

Attention : JULIE ALLAN

We are pleased to quote the equipment shown below based upon the information available at the time of this quotation. Our company has a reputation for delivering quality products on time and we look forward to the opportunity of serving you.

Item	Facility / Part / Rev / Description / Details	Quantity Quoted	Unit Price	Extended Price
001	<p>Default</p> <p>0430 FLUMP Rev NS U/M EA</p> <p>FLUMP, 4", VD, 4" DSCH PIPE, 30 HP,</p> <p>102" CUTTERHEAD, 4" Chopper Pump, HDPE PONTOONS, 15' 3" FRAME, 12' DREDGE DEPTH, PILOTED THRUST BEARING, SRSJDL PANEL W/RADIO REMOTE, MELTRIC ELECTRICAL CONNECTORS, VFD TRAVERSE, LINER PROTECTION CAGE & WHEELS, REVERSING CUTTERHEAD, ALUMINUM HYD TANK, SPRING LOADED ROLLERS</p> <ul style="list-style-type: none"> - 4" Chopper pump, direct driven, submersible pump - Pump manufactured from 3/8" abrasion resistant steel. - Dual mechanical seal bearing frame - 12" Diameter impeller, 30 HP @ 60 HZ - 12' (3.65m) Dredging depth. - 30" HDPE pontoons with polystyrene inserts w/ A36 mild carbon steel frame - Integral lifting eyes. - 30 HP Sludge pump, TEFC pump motor. (3 phase, 460 volt, 60 Hz) - Auger/tiller cutterhead, 102" wide, directly mounted to pump - Cutterhead Liner Protection (cage and wheels) (not installed on pump for shipping) - 7.5 HP Electric hydraulic power unit. (3 phase, 460 volt, 60 Hz) - 3.0 HP Variable speed traversing winch. (3 phase, 460 volt, 60 Hz) - 1.5 HP Depth control winch (3 phase, 460 volt, 60 Hz) - Painted with high performance epoxy, 2 coats, gun metal grey. - 4" NPT discharge w/ irrigation quick coupler - 4-Plex, Radio remote control panel mounted on dredge - On-board auto retrieve button - Hand held radio remote w/ control functions for: <ul style="list-style-type: none"> - Traverse (forward/off/reverse) - Dredge depth (up/down) - Cutterhead (forward/off) - Pump (on/off) - Electrical quick disconnect on power cord - Added automation <ul style="list-style-type: none"> - Dredge traverse "Ping Pong" <ul style="list-style-type: none"> - Dredge will dredge back and forth in same lateral location - Cutterhead automated drop after each pass <p>Includes:</p> <ul style="list-style-type: none"> - Cable traverse package including hardware - Training - 2 days on-site with a factory technician who will oversee installation and provide operator training. Additional days available @ \$1,000 per day. 	1.00000	116,782.00000	US\$ 116,782.00

CRISAFULLI

Sludge Removal Systems
PO Box 1051 Glendive, MT 59330
(406) 365-3393 Fax (406)365-8088
www.crisafullipumps.com
srsc@crisafulli.com

Our Quotation # 006740-01
01/19/2021

Revised

To :
VEOLIA NORTH AMERICA
125 S 84th St
Suite 175
MILWAUKEE WI 53214
UNITED STATES

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Attention : JULIE ALLAN
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Item	Facility / Part / Rev / Description / Details	Quantity Quoted	Unit Price	Extended Price
002	Default 5000013 Rev 000 U/M EA CORD ASSEMBLY, 02 GA, 4 CON, "W", 200', 2 AWG "W" CABLE WITH MELTRIC CONNECTORS	1.00000	5,650.00000	US\$ 5,650.00
003	Default 1005046 Rev 000 U/M EA PIPE, FLOAT, 4", ALUM-FOAM, 15', W/ QUICK COUPLERS	8.00000	680.00000	US\$ 5,440.00
004	Default 1000801 Rev 000 U/M EA TUBING, 4" X 5', FLEXIBLE, QUICK COUPLERS, 1-BOLT CLAMPS	9.00000	265.00000	US\$ 2,385.00

All prices shown above are NET prices, FOB Glendive, MT, unless stated otherwise.

Buyer agrees to grant SRS Crisafulli Inc. a security interest in all products purchased until payment is made in full. Buyer further agrees to pay a finance charge of 1.5% per month and all costs of collection, including reasonable attorneys fees, for all amounts past due.

If you have any questions regarding this quotation, please call us on our toll-free number, 1-800-442-7867 or reply by email.

On behalf of the company we look forward to serving you.

Thank you.

Sincerely,

Sub Total = \$130,257.00
Tax 8.25% = \$10,746.20
Freight = \$3,600.00
Total = \$144,603.20



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

Agenda Title:

Discussion and Possible Action Regarding Sending a Board Letter to Caltrans to Consider Other Roadway Engineering Alternatives to the Current Intersection Design of Highway #4 at Discovery Bay Boulevard.

Recommended Action

Authorize the Board President to sign a letter to Caltrans requesting a fresh look at engineering and design alternatives to the traffic controls measures currently in place at the intersection of Highway #4 and Discovery Bay Boulevard.

Executive Summary

In the early part of 2019, staff began working with Assemblymember Jim Frazier's office and Caltrans to address the problem of W/B Highway #4 traffic in the #1 right-turn-only lane racing straight through the intersection at Discovery Bay Boulevard. Talks and ideas were discussed for several months and several traffic control measures were implemented in an effort to eliminate the problem. Currently, white and yellow roadway delineators are in place to control traffic at the intersection.

Staff has received numerous complaints (and have witnessed) that the delineators cause confusion to unfamiliar drivers who wish to turn N/B on Discovery Bay Blvd from E/B State Route #4. This confusion has led to some drivers turning head-on into S/B Discovery Bay Blvd. vehicle traffic. In addition to having unintended safety consequences, the traffic delineators are unattractive and detract from the aesthetics that form the gateway to our community.

Staff has prepared a draft letter, for Board President signature, requesting that Caltrans take a fresh look at the intersection and consider if there are safer, more effective, and more appealing engineering and design solutions to the traffic controls currently in place.

AGENDA ITEM: F-3



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

Dina El-Tawansy
Acting District Director
Caltrans Bay Area – District 4
111 Grand Avenue
Oakland, CA 94612

February 17, 2021

**RE: Traffic Control Delineators Located at State Route #4 and Discovery Bay Boulevard
Discovery Bay, California**

Dear Dina El-Tawansy:

The Town of Discovery Bay respectfully requests that Caltrans consider safer, more effective, and more appealing engineering and design solutions to the traffic controls currently in place at the intersection of State Route #4 and Discovery Bay Boulevard, Discovery Bay, California.

Currently, traffic control delineators are installed as an effort to dissuade W/B State Route #4 traffic in the #1 right-turn-only lane from racing straight through the intersection at Discovery Bay Boulevard. The installation of the white and yellow delineators has created the unintended consequence of confusing E/B State Route #4 drivers wishing to turn left (N/B) onto Discovery Bay Boulevard. The delineators block the driver's clear and unobstructed view of the intersection, which causes uncertainty on how to proceed. As a result, unfamiliar drivers frequently turn left into the S/B traffic lanes of Discovery Bay Boulevard, which creates the substantial risk of a head-on collision. A "wrong way" sign was installed in attempt to prevent this problem; however, confused drivers continue to turn into oncoming traffic.

In addition to the traffic delineators having unintended safety consequences, they are unattractive and a blight to the front entrance of Discovery Bay. The Town of Discovery Bay has gone to considerable expense and effort to create an attractive intersection entryway, and the unappealing delineators completely detract from the aesthetics that form the gateway to our community.

The Town is requesting a fresh look toward solutions that would resolve the issues presented. We would appreciate outreach with the Town's General Manager, Michael Davies, by emailing mdavies@todb.ca.gov or calling 925-634-1131.

Sincerely,

Bryon Gutow
Board President

Cc: Assemblymember Jim Frazier
Supervisor Diane Burgis



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

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

Agenda Title

Discussion and Possible Action Regarding Sending a Board Letter to Contra Costa County Planner Will Nelson Regarding the future Land Use Zoning Preference(s) for the Vacant Lot Located at the Corner of Discovery Bay Blvd and Clipper Drive and the Vacant Lot at the Corner of Discovery Bay Blvd and Sand Point Road

Recommended Action

Provide Staff direction on a recommendation for the future land use of the vacant lots located at the corner of Discovery Bay Blvd and Clipper Drive and at the corner of Discovery Bay Blvd and Sand Point Road

Executive Summary

At the January 28, 2021 Board of Director's meeting Contra Costa County Project Manager Will Nelson introduced a presentation to the Board of Director's regarding Contra Costa County's Long-Term Planning. This presentation titled Contra Costa Envision 2040 updates the Contra Costa County General Plan for Long Term Development and Land Use. The General Plan includes all incorporated and unincorporated areas within the Contra Costa County boundary.

During the presentation Mr. Nelson discussed the future land use and zoning at the following Discovery Bay locations: the vacant lot on the Corner of Discovery Bay Blvd and Clipper Drive and at the vacant lot on the Corner of Discovery Bay Blvd and Sand Point Road. Two possible visions for these locations were either commercial use or multi-family housing.

Staff is bringing this item back to the Board to receive your thoughts and feedback on the future land use at the two locations listed above. The Board of Director responses will be integrated into a letter of reply to County Planner and Envision 2040 Project Manager Will Nelson.

Previous Relevant Board Actions for This Item

Fiscal Impact:
Amount Requested:
Sufficient Budgeted Funds Available?
Prog/Fund # Category:

Attachments

AGENDA ITEM: F-4



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17th, 2021

Prepared By: Maddie Kibriya, Executive Assistant
Submitted By: Michael R. Davies, General Manager

Agenda Title

Discussion and Possible Action Regarding the Addition of the COVID-19 Prevention Program (CPP) Section to the Town's Existing Employee Injury and Illness Prevention Program Policy (IIPP).

Recommended Action

Approve the addition of the COVID-19 Prevention Program (CPP) section to the Town's existing IIPP pursuant to the California Code of Regulations, Title 8, Section 3205.

Executive Summary

The Town of Discovery Bay established an Injury and Illness Prevention Program (IIPP) that was adopted by Resolution No. 2008-11 on September 17, 2008. That IIPP was rescinded and an update was adopted by Resolution No. 2014-19 on September 3, 2014. The current IIPP was updated in 2018.

The District is required to have a current Employee Injury and Illness Prevention Program policy in place. As regulations change this policy is updated accordingly. The update presented and brought before the Board includes the Cal/OSHA requirement to have all California employers add a COVID-19 Prevention Program (CPP). The addition of this program is to protect employees from the virus in the workplace.

As part of CPP, employers are to identify any potential COVID-19 exposure risks at all worksite locations and prepare a plan for control. The intention of the CPP addition is to be compliant with the California Code of Regulations, Title 8, Section 3205. The IIPP policy applies to all District employees, consultants, contractors, and volunteers.

A draft of the COVID-19 Prevention Program is attached.

This IIPP applies to all Town of Discovery Bay employees, contractors, and volunteers.

Once accepted by the Board, the CPP will be uploaded to the Town's website and available for Employee use.

Previous Relevant Board Actions for This Item

August 15, 2018, Resolution No. 2018-11
September 03, 2014, Resolution No. 2014-19
September 17, 2008, Resolution No. 2008-11

Attachments:

Draft of Section 10.0 CPP addition to IIPP

AGENDA ITEM: F-5



COVID-19 Prevention Program (CPP)

2021

TOWN OF DISCOVERY BAY
INJURY AND ILLNESS PREVENTION PROGRAM
COVID-19 PREVENTION PROGRAM

REVISION HISTORY LOG

Date	Section	By	Correction Made
07-17-2014	All	Safety Committee	Entire document revision
07-25-2018	All	Du-All Safety	Review of entire document
07-03-2019	All	Du-All Safety	Review of entire document; Revisions to appendices
02-17-2021	All	Human Resources	Addition of: COVID-19 Prevention Program (CPP)

10.0 COVID-19 PREVENTION PROGRAM (CPP)

COVID-19 PREVENTION PROGRAM (CPP) FOR THE TOWN OF DISCOVERY BAY

This program was last reviewed on February 17, 2021.

Pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section [3205\(c\)](#)), all employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP). All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Addition of Section 10.0 COVID-19 PREVENTION PROGRAM (CPP)	2
COVID-19 PANDEMIC	4
COVID-19 PREVENTION PROGRAM	4
DESIGNATION OF RESPONSIBILITY	4
IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS	4
CORRECTION OF COVID-19 HAZARDS	5
INVESTIGATING AND RESPONDING TO COVID-19 CASES IN THE WORKPLACE	8
REPORTING, RECORDKEEPING, AND ACCESS	9
COMMUNICATION SYSTEMS	10
EMPLOYEE TRAINING AND INSTRUCTION	10
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COVID-19 PREVENTION PROGRAM (CPP)

COVID-19 PANDEMIC

The novel coronavirus, SARS-CoV-2, causes a viral respiratory illness called COVID-19, which can make people sick with flu-like and other symptoms. The [virus spreads](#) easily when an infected person sneezes, coughs, or speaks, sending tiny droplets into the air. These droplets can land in the nose, mouth, or eyes of someone nearby and cause illness. The virus can also be caught from airborne virus, when small particles of infectious virus remain suspended in the air and people inhale them. People can also become infected if they touch an infectious droplet on a surface and then touch their own nose, mouth, or eyes.

Some of the [symptoms](#) of COVID-19 are cough, fever, shortness of breath, and new loss of taste or smell. Some people with mild cases may have no symptoms at all yet still can spread the virus. Staying at least six feet away from people outside of your household, covering your nose and mouth with a face covering, and washing hands often with soap and water can help stop COVID-19 from spreading in the workplace.

COVID-19 PREVENTION PROGRAM

The Town of Discovery Bay CSD is committed to protecting our employees and preventing the spread of COVID-19 in the workplace. The purpose of this COVID-19 Prevention Program (CPP) is to reduce our workers' risk of catching and spreading the novel coronavirus. Employees are encouraged to share information about potential COVID-19 hazards at the workplace and assist in evaluating these hazards. All workplace illnesses are investigated and workplace hazards that are identified are corrected. The Town of Discovery Bay operates the CPP under the direction of Contra Costa Public Health and recommendations made by national and local health agencies. We review and update this program as necessary.

DESIGNATION OF RESPONSIBILITY

The General Manager has overall authority and responsibility for implementing the provisions of the CPP in the workplace. Human Resources will work under the direction of the General Manager to implement and share the CPP with all employees. All managers and supervisors are responsible for implementing this program in their assigned work areas and ensuring employees' questions are answered in a language they understand.

All employees are required to follow the policies and procedures laid out in this program, use safe work practices, and assist in maintaining a safe work environment. The Town of Discovery Bay operates under the guidance of Public Health Orders from the State of California and Contra Costa Public Health.

IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS

Managers and Human Resources regularly evaluate operations of the workplace to identify tasks that may have exposure to COVID-19. This includes all interactions, areas, activities, processes, equipment, and materials that could present potential exposure to COVID-19. Assessments include employee interactions with all persons who may be present in the workplace such as Board Members, contractors, customers, and/or vendors.

EVALUATIONS INCLUDE:

- Identification of places and times when people may gather or come in contact with each other, even if they aren't working. Examples: meetings, trainings, workplace entrances, offices, bathrooms, hallways, aisles, walkways, and break rooms or eating areas.
- Existing COVID-19 prevention measures and whether different or additional control measures are necessary.

EMPLOYEE PARTICIPATION

Employees are encouraged to participate in this evaluation. Contact Human Resources to share information on potential COVID-19 hazards at the workplace or to assist in evaluating these hazards. Employees may confidentially inform Human Resources if they have a higher risk for severe illness from COVID-19, such as lung disease, obesity, or cancer. Accommodations will be made, if feasible, to employees at higher risk of severe COVID-19 illness.

TABLE 1 – RISK ASSESSMENT

The jobs/tasks/activities at The Town of Discovery Bay CSD have been assessed as follows:

Work Area	Description of Exposure Risk
Entering workplace or passing through hallways	Employees in close proximity to each other when entering / exiting the building
Designated conference tables	Close interaction with another person for extended period of time

CORRECTION OF COVID-19 HAZARDS

All persons in the workplace are treated as potentially infectious, regardless of symptoms or negative test results. [Feasible control measures](#) are selected to minimize or eliminate employee exposure to COVID-19. Guidance regarding COVID-19 hazards and prevention include general information and information specific to our industry, location, and operations. We correct unsafe or unhealthy conditions, work practices, policies, and procedures in a timely manner based on the severity of the hazard.

TABLE 2 – CONTROLS TO REDUCE EXPOSURE

Managers and Human Resources inspect the workplace periodically to check that controls are effective are required to identify unhealthy work conditions or practices. Any deficiencies are corrected to ensure compliance with this program.

Work Area	Engineering Controls	Administrative Controls	PPE
Conference tables	Limit & configure seating to maintain 6 feet of distance	Face coverings required. Nearby access to hand sanitizer. Periodic sanitary cleaning of surfaces.	Face coverings for everyone who enters building. Presence of sanitizer.
Office area	Solid partitions between coworkers	Face coverings required in common areas. Nearby access to hand sanitizer. Periodic sanitary cleaning of surfaces.	Face coverings for everyone who enters building. Presence of sanitizer.
Reception area	Public Access doors are locked during business hours	Face coverings required; customer interactions through locked door	Face coverings for everyone who enters building. Presence of sanitizer.

ENGINEERING CONTROLS

Engineering controls in the workplace for COVID-19 include:

- Maximizing outdoor air for ventilation, when safe and feasible to do so, except when EPA's Air Quality Index is greater than 100-or when increasing outdoor air would cause harm to employees, such as excessive heat or cold.

- Offices closed to public. When open to the Public: installing cleanable solid partitions between employees and customers when 6 feet of distance cannot be maintained. Easy access to hand sanitizer.

ADMINISTRATIVE CONTROLS

Administrative controls in the workplace for COVID-19 include:

- Office closed to the public and access to the workplace to only necessary staff. When open to the public: use engineering controls, face masks and access to hand sanitizer.
- Until indoor group activity is authorized, all company-wide meetings canceled. Meetings are held virtually or in small group format.
- Any employee or visitor sick with any potential contagion is prohibited from entering the workplace. Any employee exhibiting any potential symptoms of COVID-19 should contact their supervisor or manager and seek further instruction.
- When employees are assigned to a third-party worksite, the Town of Discovery Bay will verify that procedures at the other worksite are protective of our employees, such as mask wearing and social distancing.

PHYSICAL DISTANCING

Everyone must keep a six-foot distance from others at all times except where we can show that it is not possible or for brief times during the movement of people in the workplace. When six feet of distance cannot be maintained, people will be as far apart as reasonably possible.

Methods for physical distancing include:

- Reducing the number of persons in an area at one time (including visitors)
- Visual cues such as signs and floor markings to show employee locations and paths of travel
- Arrange seating to minimum spacing of 6 feet apart
- Staggered arrival, departure, work, and break times
- Adjusted work processes (such as reducing production speed) to allow greater distance between employees
- Telework or other remote work arrangement

WEARING A FACE COVERING

Face coverings have been provided to all employees and require they be worn when indoors, when outdoors if less than six feet from another person, and as required by the Contra Costa Public Health Order. We will not prevent any employee from wearing a face covering when required unless it would create a safety hazard, such as interfering with the safe operation of equipment. The face coverings provided will be cloth or woven material, fit snugly, and completely cover the nose and mouth. Face coverings must be clean and undamaged. Face coverings are not respiratory protection and do not replace physical distancing requirements. Signs are posted at the entrance to the workplace to communicate the requirement for face coverings by any persons entering the workplace.

Employees are not required to wear a face covering in the following situations:

- When an employee is alone in a room.
- While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area has been maximized to the extent possible.
- When employees wear respiratory protection in accordance with Section 5144 or other Title 8 safety orders.
- When employees cannot wear face coverings due to a medical or mental health condition or disability. This includes a hearing-impaired person or someone using sign language to communicate. Employees exempted from wearing a face covering due to medical conditions, mental health conditions, or disability must wear an effective non-restrictive alternative, such as

a face shield with a drape on the bottom that we will provide, if their condition or disability allows.

- When a specific task cannot be performed with a face covering. This exception is limited to the time period in which such tasks are being performed, and the unmasked employee shall be at least six feet away from all other persons.

PRACTICING GOOD HYGIENE

All employees are required to wash hands with soap and water for at least 20 seconds, or use alcohol-based hand sanitizer with at least 60% alcohol. Hand sanitizer stations are placed throughout the workplace. Facilities Maintenance is responsible for ensuring hand hygiene stations are readily accessible and stocked with soap and paper towels, or sanitizer.

CLEANING AND DISINFECTING FREQUENTLY

Surfaces, especially frequently touched surfaces, will be disinfected with products that meet the [EPA's criteria for use against coronavirus](#). Disinfectants are used according to manufacturer's directions. Employees are trained on the hazards of the disinfectants, to use only in well-ventilated areas, any PPE that is required, and to never mix chemicals. Surfaces are disinfected according to the following schedule:

- Surfaces that employees come in regular physical contact with such as phones, headsets, desks, keyboards, writing materials, instruments and tools must not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by the employee using them.
- Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) will be disinfected between users.

TABLE 3 – DISINFECTION PRACTICES

Surfaces are disinfected according to the following schedule:

Surface/Area	Disinfection Method/Product	Frequency
Bathroom and Kitchen area - sinks, soap and paper towel dispensers, door handles, high touch surfaces	1. Use antibacterial spray or antibacterial wipes. 2. Wipe dry with a clean paper towel.	Twice a week or more as needed.

INVESTIGATING AND RESPONDING TO COVID-19 CASES IN THE WORKPLACE

ILLNESS AT THE WORKPLACE

All COVID-19 cases in the workplace are investigated. Investigations include verifying COVID-19 case status, obtaining information on COVID-19 test results, identifying symptom onset and reporting when required by regulations.

Personally identifiable information or employee medical information will not be revealed to any person or entity unless required by law (such as Cal/OSHA, local health department, and local law enforcement).

NOTIFICATION

Employees must alert their manager or supervisor if they are having symptoms of COVID-19, had a possible COVID-19 exposure, were diagnosed with COVID-19, or are awaiting test results. The Town of Discovery Bay does not discriminate or retaliate against employees for reporting positive test results or symptoms.

Following notification of a positive test/diagnosis, the following actions are immediately taken:

1. Determine the day and time the COVID-19 case was last present at the workplace, the date of the positive test/diagnosis, and the date the COVID-19 case first experienced symptoms.
2. Determine who may have had exposure to the COVID-19 case by reviewing the case's activities during the high-risk period. The high-risk period **for persons who develop symptoms** is from two days before they first develop symptoms until 10 days after symptoms first appeared and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved. The high-risk period **for persons who test positive but never develop symptoms** is from two days before until 10 days after their first positive test for COVID-19 was collected.
3. Within one business day of becoming aware of a positive diagnosis, Human Resources, will notify in writing all employees who were potentially exposed. Individuals with close contact will be instructed to quarantine at home. The CDC defines [close contact](#) as being within six feet of an infected person for 15 cumulative minutes or more over a 24-hour period, starting 2 days prior to symptom onset until the sick person is isolated. When providing notice under this section, the identity of the infected person(s) will not be disclosed.
4. Employees with potential COVID-19 exposure will be provided information to access COVID-19 testing during work hours at no cost.
5. Employees are advised to follow recommended self-isolation guidelines and after receiving a positive test result.
6. An investigation is conducted whether any workplace factors contributed to the infection and how to further reduce that potential exposure. **Confidentiality will be maintained at all times.**
7. Information about [COVID-19 related leave benefits](#) are available from Human Resources.

DISINFECTION AFTER POSITIVE TEST/DIAGNOSIS

If it has been less than seven days since the COVID-19 diagnosed employee has been in the facility, any areas used for extended periods of time by the individual will be closed off. If feasible, the area will be allowed to air out up to 24 hours. The area will then be thoroughly cleaned and disinfected using proper cleaning and disinfection procedures as outlined in this program.

EXCLUSION FROM THE WORKPLACE

The following employees will be excluded from the workplace:

- Employees who have tested positive for COVID-19, or
- Employees who have had COVID-19 exposure from the workplace.

Employees excluded from work due to a positive diagnosis or from a workplace exposure, will be referred to Human Resources and/or Workers Compensation for determination of available benefits.

RETURN TO WORK

Criteria for returning to work after testing positive for COVID-19 are as follows:

- Employees who tested positive and had symptoms can return to work when:
 - At least 10 days have passed since symptoms first appeared, **AND**
 - At least 24 hours have passed since a fever of 100.4 F or higher has resolved without the use of fever-reducing medications, **AND**
 - Other COVID-19 symptoms have improved.
- Employees who test positive without symptoms can return to work:
 - After at least 10 days have passed since the first positive test.
- Employees exposed in the workplace can end quarantine after 10 days without testing, or 7 days with a negative test.
- Employees who have completed an order to isolate or quarantine by a local or state health official. If the period of time was not specified, then it is 10 days from the issuance of an order to isolate or an order to quarantine.
- Employees that have approval from Cal/OSHA on the basis that removal of the employee would create undue risk to a community's health and safety. In these instances, effective control measures such as isolation or respiratory protection will be implemented to prevent infection of other employees at the workplace.
- Employees shall not be required to obtain a negative test prior to returning to work.

REPORTING, RECORDKEEPING, AND ACCESS

REPORTING TO THE LOCAL HEALTH DEPARTMENT

This requirement also complies with AB 685. Within 48-hours of knowledge, Human Resources will notify Worker's Compensation of any workplace outbreak of COVID-19. This is in compliance with SB-1159 Workers' Compensation: COVID-19 Critical Workers. [Click here](#) to view the full bill.

An outbreak is defined as at least three COVID-19 cases among workers at the same worksite within a 14-day period. Human Resources will work with the Contra Costa Public Health Services to carry out contact tracing and follow all recommendations including temporary closure of the worksite if advised.

REPORTING TO OUR CLAIMS ADMINISTRATOR

Under Federal Bill [SB 1159](#), the health and safety of all employees and the public are protected by facilitating the provision of workers' compensation benefits for employers with five or more employees. The statutes take effect immediately and remain in effect through January 1, 2023.

Human Resources will report when an employee has tested positive for COVID-19 to the workers' compensation claims administrator. This report will be made within three days of knowledge of an employee's positive test result.

CAL/OSHA RECORDING/REPORTING

All work-related COVID-19 cases that meet one of the following criteria are recorded on CAL/OSHA FORM 300: death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, loss of consciousness, significant injury or illness diagnoses by a physician or other licensed health care professional. Any serious COVID-19 illness that required inpatient hospitalization or resulted in death is reportable to Cal/OSHA as soon as possible, but in no case more than eight hours after knowledge.

RECORDKEEPING & ACCESS

The Town of Discovery Bay CSD maintains records of the steps taken to implement this written program. These records include but are not limited to training, inspections, hazard identification, etc.

A Record of all COVID-19 cases are created. All medical information will be kept confidential. The log of COVID-19 cases, with names and contact information removed, will be made available to employees, authorized employee representatives, or as otherwise required by law.

This program will be made available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA.

COMMUNICATION SYSTEMS

All employees are asked to confidentially report to Human Resources, without fear of discrimination or retaliation, any symptoms, potential exposures, and possible hazards relating to COVID-19 at the workplace. An employee can make a confidential report of his/her own high risk condition to Human Resources.

If an employee is suspected of having a workplace exposure to COVID-19, Human Resources will provide information about access to COVID-19 testing at no cost to the employee. The affected employee will be informed of the reason for testing and the potential consequences of a positive test. Local COVID-19 testing is available in our area through Contra Costa Health Services.

EMPLOYEE TRAINING AND INSTRUCTION

Training is provided regarding the COVID-19 illness and exposure control methods in the workplace including:

- Acceptable PPE and proper use.
- Information on how COVID-19 spreads and infects people.
- Identifying symptoms of COVID-19.
- The importance of getting a COVID-19 test and staying out of the workplace if you have symptoms.
- Risk of exposure to COVID-19 on the job.
- Cleaning and disinfection schedules and procedures for the workplace.
- What to do if experiencing symptoms and how to obtain a COVID-19 test.
- Control measures to protect employees from exposure and infection:
 - Requiring employees to stay home when sick.
 - Proper use of a face coverings and the fact that a face covering is NOT respiratory protection.
 - Physical distancing. Employees must maintain at least 6' of separation from other individuals in the workplace. Since infectious aerosols can travel further than 6', face covering are required along with physical distancing at all indoor workplaces.
 - Frequent handwashing with soap and water for at least 20 seconds, or using hand sanitizer when handwashing sinks are not readily accessible.

APPENDIX A - MULTIPLE COVID-19 INFECTIONS AND OUTBREAKS

The following procedures will be followed whenever there are three or more COVID-19 cases in the workplace within a 14-day period or the workplace has been identified by Contra Costa Public Health Services as the location of a COVID-19 outbreak. These procedures can be stopped only after no new COVID-19 cases are detected at the workplace for a 14-day period.

TESTING

The Town of Discovery Bay CSD will provide information on where to obtain testing at no cost or expense to the employee. This testing will be done immediately after determination of an outbreak, and then again one week later; negative test results will not change the quarantine or health order status of any individual.

WORKPLACE INVESTIGATION, REVIEW, AND HAZARD CORRECTION

All workplace illnesses will be investigated to determine potential factors that could have contributed to the COVID-19 outbreak. Additionally, relevant COVID-19 policies, procedures, and controls will be reviewed to implement changes needed to prevent further virus spread. These reviews will be updated every 30 days that an outbreak continues with new information, new or previously unrecognized COVID-19 hazards, or as necessary. Changes to this program will be made after reviewing these investigations and correcting workplace hazards.

All investigations and reviews will be documented to include:

- Investigation of new or continuing COVID-19 hazards.
- Review of sick leave policies and practices
- Review of COVID-19 testing policies.
- Investigation into feasibility of physical distancing.

NOTIFICATIONS TO CONTRA COSTA PUBLIC HEALTH SERVICES

Reporting will continue to Contra Costa Public Health Services until there have been no detected COVID-19 cases for 14 days.



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

Prepared By: Bill Engelman, Parks and Landscape Manager and Monica Gallo, Recreation Programs Supervisor
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action Regarding the California State Parks – Prop 68 Statewide Park Program Competitive Grant Project Selection

Recommended Action

Board approval of the presented vision and to allow Staff to move forward with the Grant application.

Executive Summary

Prop 68 Statewide Park Program Competitive Grant

One of the mandatory requirements of the Proposition 68 Statewide Park Program Competitive Grant process is to hold five community based planning meetings with residents. To date, Staff has conducted and completed six community meetings. The goals of these meetings are to have the residents engaged in a process to reach a general agreement on the following;

1. Recreation features and design details of those recreation features
2. Location of the recreation features within the park
3. Park design ideas, including solutions for safe public use and park beautification such as landscaping and public art

The PowerPoint presentation provides an overview of the community selected recreation desires and features, the location of each recreation feature, design ideas for safety, beautification and art as well as the vision of the residents that participated in our virtual round table discussions.

Staff has narrowed down the amenities list taking into consideration safety, layout and any future maintenance concerns.

Staff recommends Board approval of the presented vision and to allow Staff to move forward with the Grant application.

Previous Relevant Board Actions for This Item

Attachments

Power Point Presentation

AGENDA ITEM: F-6



Prop 68 Statewide Park Program Competitive Grant Community Meeting's Recap

Process

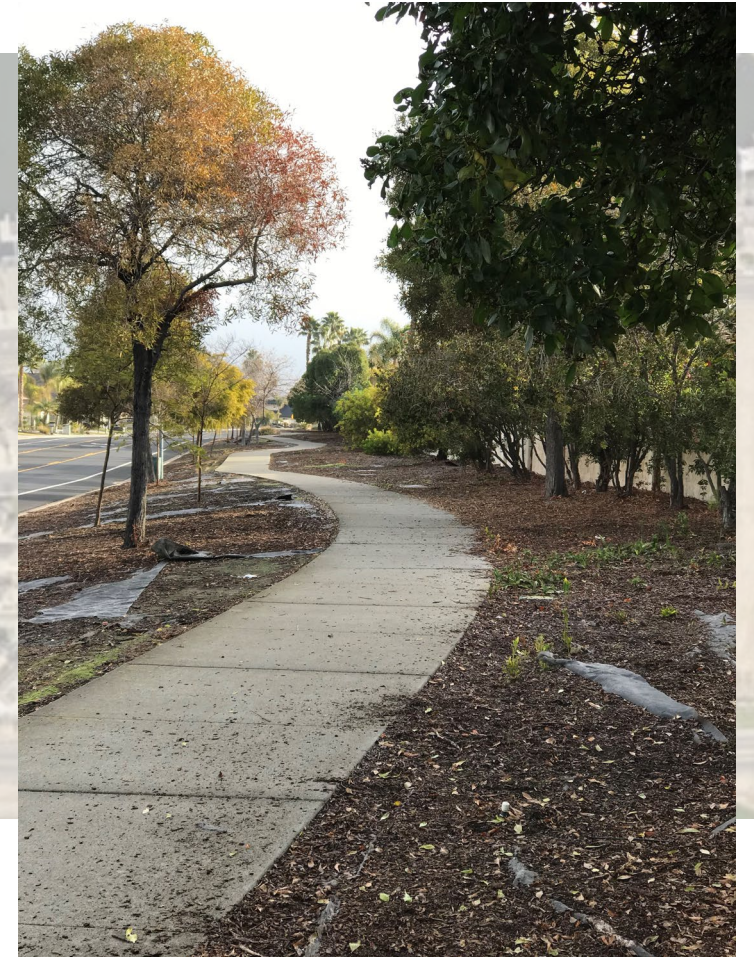
- Site Selection based on grant criteria
- Community meeting goals
 - ✓ Selection of recreation features
 - ✓ Location of recreation features
 - ✓ Design ideas for safety, beautification and art
- Community based planning with residents
- Community vision
- Practical – safety, layout, maintenance



Review Existing Conditions

Clipper Drive

Existing Conditions



Clipper Drive

Concepts



Clipper Drive

Amenities



Clipper Drive

Amenities





INCLUSIVE BENEFIT

Sensory Wave Climber™

This is the industry's first climber to provide a customizable sensory play experience. With nearly two dozen sensors to choose from, the unique design allows front reach capability from a mobility device. It's an inclusive climbing and sensory play combo unlike any other.



Developmental Benefits

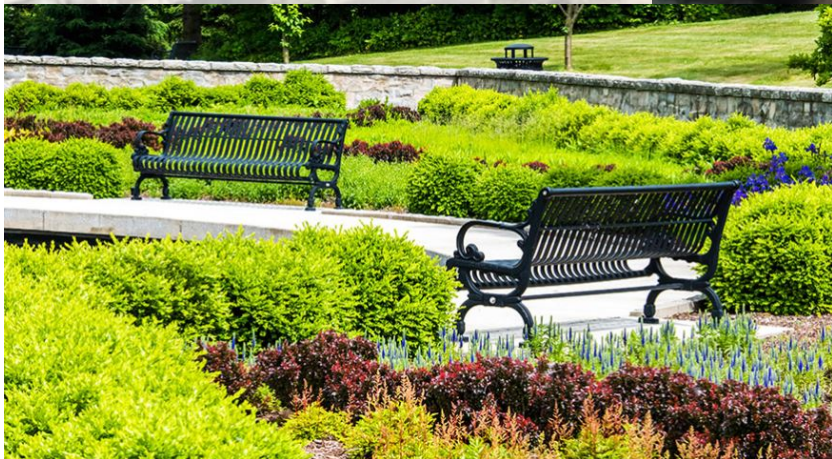
- ❖ Physical
- ❖ Cognitive
- ❖ Communication
- ❖ Social-Emotional
- ❖ Sensory

- ❖ All Generations
- ❖ All Abilities
- ❖ Play Has No Limit
- ❖ Inclusive Play for all Ages & Abilities



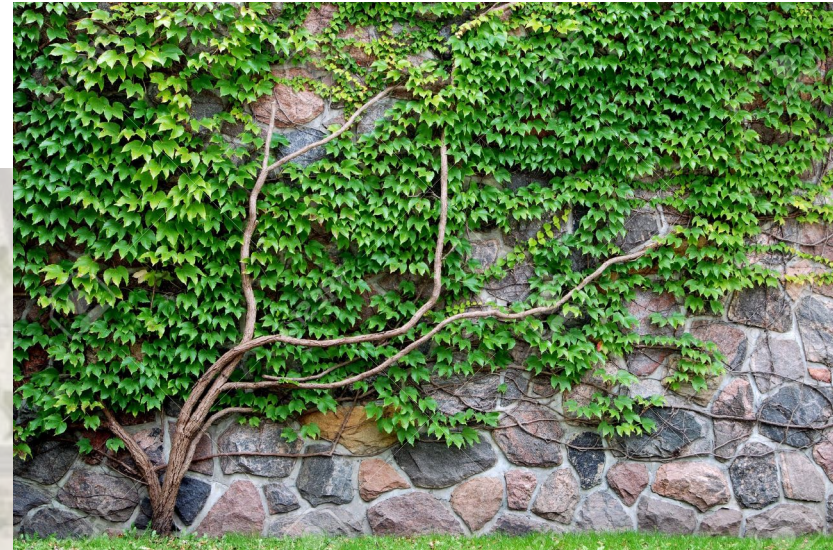
Clipper Drive

Amenities



Clipper Drive

Amenities



Clipper Drive

Amenities



TROZAR-PLATTOP-CJR



Clipper Drive

Amenities





Park Amenities

- Dog stations
- Solar lighting
- Lighting (like on Bixler)
- Wall / Panels / Screen
 - ✓ Sections representing each school
 - ✓ Mosaic
 - ✓ Living wall
- Trash/Recycle cans with lids
- Dog park (small scale)
- Use Liberty high art students
- Drinking fountain
- Cameras
- Contest to name the park
- Acquisition of adjacent lot
- Book lending library or succulent lending
- Benches (uniform look)
 - ✓ Some w/ back some without

Landscape Amenities

- Speed bumps
- Willow trees
- Evergreen trees to avoid leaf maintenance
- Save large healthy trees
- Avoid grass
- Paint utility boxes
- Local artists
- Art sculptures
- Low seat wall w/ skateboard deterrents
- Native plants / succulents
- Dryscape
- Trees for shade
- Gazebo
- Bioswale
- Shade structures
- Butterfly garden
- Pathway of fame (Hollywood walk of fame)
- Walkway of personalized engraved bricks
- Citizen of the year gets a hand-print
- Archway (w/ misters)
- Ground cover

Recreation Amenities

- List of exercise activities
- Exercise equipment
- Basketball court
- Game tables, chess, checkers, backgammon
- Wider walking path
- Separate path for walking/bikes
- All inclusive play area
- Bike jump area (on a small scale)
- Skateboard rails
- Tetherball



Wall / Panels / Screen

Pros:

- ❖ Hide existing wall
- ❖ Opportunity for art
- ❖ Beautification

Cons:

- ❖ Living wall – maintenance
- ❖ Rep each school may not have a uniform appearance

Dog Park

Pros:

- ❖ Creates community interaction
- ❖ Currently heavily used by dog walkers

Cons:

- ❖ Barking
- ❖ Adjacent to busy road
- ❖ Odor
- ❖ Fencing
- ❖ Hours

Drinking Fountain

Pros:

- ❖ Convenience

Cons:

- ❖ Cost
- ❖ Maintenance
- ❖ Sanitary concerns
- ❖ Plumbing

Split Walking / Biking Path

Pros:

- ❖ Safety
- ❖ Two separate materials

Cons:

- ❖ Takes up more room
- ❖ Cause tension if rules not followed

Bike Jump/Skateboard

Pros:

- ❖ Positive outlet for youth
- ❖ Good exercise
- ❖ Keeps kids in the community
- ❖ Ease of access for the kids & adults

Cons:

- ❖ Noise
- ❖ Adjacent to busy road
- ❖ Hours
- ❖ Adjacent to homes



Park Amenities

- Dog stations
- Solar lighting
- Lighting (like on Bixler)
- Wall / Panels / Screen
 - ✓ Sections representing each school
 - ✓ Mosaic
 - ✓ Living wall
- Trash/Recycle cans with lids
- Use Liberty high art students
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Landscape Amenities

- Willow trees
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- Save large healthy trees
- Avoid grass
- Paint utility boxes
- Local artists
- Art sculptures
- Low seat wall w/ skateboard deterrents
- Native plants / succulents
- Dryscape
- Trees for shade
- Bioswale
- Butterfly garden
- Walkway of personalized engraved bricks
- Archway
- Ground cover

Recreation Amenities

- Exercise equipment
- Game tables, chess, checkers, backgammon
- Wider walking path
- All inclusive play area
- Bike jump area (on a small scale)
- Skateboard rails



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

February 17, 2021

Prepared By: Bill Engelman, Parks and Landscape Manager and Monica Gallo, Recreation Programs Supervisor
Submitted By: Dina Breitstein, Assistant General Manager

Agenda Title

Discussion and Possible Action Regarding the California State Parks – Prop 68 Statewide Park Program Competitive Grant Resolution

Recommended Action

Approve the California State Parks Proposition 68 Statewide Park Program Competitive Grant Resolution number 2021-04

Executive Summary

Prop 68 Statewide Park Program Competitive Grant

At the November 18, 2020 Park and Recreation Committee meeting, Staff presented to the Committee the Prop 68 Statewide Park Program Competitive Grant from the Office of Grants and Local Services (OGALS) through California State Parks.

Staff expressed interest in applying for up to \$8,500,000.00 to create, expand or renovate an existing park. In reviewing the competitive grant requirements and eligibility, a project site would be qualified with one of the following and must use the Community Fact Finder to check the project site radius:

1. A ratio of less than 3 acres of parkland per 1,000 residents or,
2. A median household income below \$56,982.00.

No site in Discovery Bay falls below the \$56,982.00 household income and our park sites do not meet the ratio of less than 3 acres per parkland per 1,000 residents. However, Staff believes we can consider Clipper Drive as a linear park, which does fall below the 3 acres per parkland per 1,000 residents.

Our initial vision for Clipper Drive would be what we refer to as a linear park, to include a larger more meandering pathway, pedestrian lighting, outdoor exercise equipment along the walk-way, benches and gathering areas and water wise landscape materials, just to name a few.

One requirement of the grant process was to hold at least five community meetings. To date, Staff has held six meetings, with tonight's meeting being our seventh.

In addition, Staff is required to have an authorizing resolution which serves two purposes:

1. It is the means by which the applicant's Governing Body shows it is aware of all the terms of the contract. It provides confirmation that the applicant has the funding to complete the proposed project if the grant is awarded.
2. Designates a position title to represent the Governing Body on all matters regarding the application and project. The incumbent in this position is referred to as the authorized representative.

In the attached Resolution the language was provide by OGALS and must remain unchanged.

Staff recommends adopting Resolution number 2021-04.

Previous Relevant Board Actions for This Item

Attachments

Resolution 2021-04

AGENDA ITEM: F-7



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
RESOLUTION 2021-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
APPROVING APPLICATON(S) FOR STATEWIDE PARK DEVELOPMENT AND
COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS.**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the Town of Discovery Bay hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE CLIPPER DRIVE LINEAR PARK; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to the General Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

Approved and adopted the _____ day of _____, 2021

I, the undersigned, hereby certify that the foregoing Resolution Number 2021-04 was duly adopted by the Town of Discovery Bay following a roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Michael R. Davies
Board Secretary