



TOWN OF DISCOVERY BAY CSD

President - Kevin Graves • Vice-President - Brian Dawson • Director - Mark Simon • Director - Chris Steele • Director - Ray Tetreault

**NOTICE OF THE REGULAR MEETING
OF THE COMMUNITY CENTER COMMITTEE
OF THE TOWN OF DISCOVERY BAY CSD**
Tuesday July 19, 2011
1800 Willow Lake Road, Discovery Bay, California
REGULAR MEETING 3:00 P.M.
Website address: www.todb.ca.gov

Community Center Committee Members
Ray Tetreault, Chair, Chris Steele, Vice Chair, Bob Abbadie, Sean O'Toole, Jim Mattison

- A. **ROLL CALL**
- B. **APPROVE MINUTES OF June 7, 2011 COMMUNITY CENTER COMMITTEE MEETING**
- C. **UPDATE ON COMMUNITY NEEDS SURVEY**
 - 1. Update on the Community Center Survey, advertising, and preliminary survey results
- D. **REVIEW COMMUNITY CENTER SITE VISITS**
 - 1. Review site visits made by General Manager Howard and Committee Members Mattison and Steele.
- E. **REVIEW PROJECT PLAN AND MILESTONE SCHEDULE**
- H. **SET COMMITTEE CALENDAR**
- I. **FUTURE DISCUSSION/AGENDA ITEMS**
- J. **ADJOURNMENT**



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MINUTES OF THE REGULAR MEETING OF THE COMMUNITY CENTER COMMITTEE OF THE TOWN OF DISCOVERY BAY CSD

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A. ROLL CALL

The meeting was called to order at 3:02 P.M. by CSD Director Tetreault. All Committee members were present.

B. APPROVE MINUTES OF May 17, 2011 COMMUNITY CENTER COMMITTEE MEETING

The minutes of the May 17, 2011 were approved on motion by Bob Abbadie, second by Jim Mattison. Motion Passed 5-0.

C. PRESENTATION OF RE-DRAFT COMMUNITY NEEDS SURVEY

Committee Member O'Toole provided the Committee with a re-draft of a community survey aimed at identifying the community's desires for a future Community Center to be distributed to the community via the internet and advertised via post-card mailing.

On a motion by Committee Member Bob Abbadie, with a second by Member Mattison, the Committee recommended that an amount not to exceed \$2,000 be used to advertise the website by postcard. The motion passed 5-0.

On a motion by Committee Member Bob Abbadie, with a second by Member Steele, the survey was approved and is ready for distribution. The motion passed 5-0.

D. REVIEW CRITERIA FOR DETERMINING SITE SELECTION

General Manager Howard asked if the Committee had any comments or recommended changes related to the Site Selection Review Criteria. The Committee had no further comments.

E. REVIEW DRAFT PROJECT PLAN WITH MILESTONES TO REACH A RECOMMENDATION TO THE CSD BOARD BY DECEMBER 31, 2011

Committee Member O'Toole presented a milestone project plan to the Committee. There were a number of changes to the schedule and no formal action was taken other than updating the milestone schedule. It was also determined that Task 6 – Investigate Activity Viability, be included on the next agenda for discussion and consideration.

F. UPDATE AND INFORMATION ON INQUIRY TO NEIGHBOR COMMUNITY CENTERS

General Manager Howard indicated that he had contacted the neighbor community centers seeking information relative to layouts and costs of operation. It was determined by the Committee that a sub Committee consisting of Members Steele and Mattison visit the various local community centers and report back to the full Committee at their next meeting.

G. DISCUSSION OF FINANCIAL CONSIDERATIONS AND FUTURE FUNDING OPPORTUNITIES

General Manager Howard presented information to the Committee relative to possible funding opportunities, including the possible creation of a 501(C) 3 organization to act as a foundation for the future Discovery Bay Community Center. Mr. Howard requested the Committee review the materials which can be considered at the next Community Center Committee meeting.

H. SET COMMITTEE CALENDAR

The next Community Center Committee meeting was scheduled for Tuesday, July 19, 2011 at 3:00 p.m.

I. FUTURE DISCUSSION/AGENDA ITEMS

There were no future agenda items other than those action items discussed.

J. ADJOURNMENT

The meeting was adjourned at 4:41 pm

RH//cmc – 6.15.11

DRAFT