



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

**MINUTES OF THE SPECIAL MEETING
OF THE PARKS AND RECREATION COMMITTEE
OF THE TOWN OF DISCOVERY BAY
Wednesday, August 2, 2021
SPECIAL MEETING 4:00 P.M. – 5:00 P.M.**

**NOTICE
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-08-21, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board will hold public meetings via teleconferencing as Board Chambers remain 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: (866)848-2216
CONFERENCE CODE: **5193676302**
To view the Agenda and Presentation Materials go to
Agenda Packet and Materials at: www.todb.ca.gov/

Parks and Recreation Committee Board Members

*Chair Bryon Gutow
Vice-Chair Ashley Porter*

SPECIAL MEETING 4:00 P.M.

A. ROLL CALL

1. Call business meeting to order 4:00 P.M.
2. Roll Call – All present.

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

None.

C. DISCUSSION ITEMS

1. Discussion Regarding the Installation of Two (2) Monitoring Wells at Cornell Park.
Water Engineer Justin Shobe advised the Committee of the need to install two monitoring wells. As part of a Groundwater Sustainability Agency (GSA), the Sustainable Groundwater Management Act (SGMA) requires Town of Discovery Bay to produce a Groundwater Sustainability Plan (GSP). The GSP will establish an outline for long-term groundwater basin viability. Town of Discovery Bay has entered into a Memorandum of Understanding (MOU) with seven other agencies that draw water from the East Contra Costa County Subbasin (ECCC Subbasin) to collectively produce this GSP. The SGMA requires ECCC Subbasin be monitored using groundwater monitoring wells. In working with staff, Cornell Park was identified as the ideal location to place these two monitoring wells.
Water Engineer Justin Shobe stated the two wells would be two inches in diameter and approximately 15 feet deep and 30 feet deep. They can be drilled and completed in one day causing minimal noise to nearby residents. Funds from the Prop 68 Grant have been awarded and will be used for this purpose.
It is staff's recommendation to have the Committee allow this Agenda Item to be presented to the Board of Directors for review and possible approval.

Committee Chairs asked clarifying questions about the requirements of the monitoring wells.

Committee agreed to recommend this item to the Board of Directors.

2. Update on Community Center Pool and Landscaping.

Recreation Program Supervisor Monica Gallo provided an update on the Community Center Pool. The Tile on the pool has been completed. The Tuff Shed has not been delivered and Recreation Program Supervisor Monica Gallo is waiting to hear back from the vendor. Adam's Pool is ready to set the concrete around the pool decking. Shortly after that, inspectors will be called in. Currently, everything remains on schedule to open the Community Center Pool by the end of September 2021.

Parks and Landscape Manager Bill Engelman gave an update regarding the installation of synthetic turf around the pool. The price of synthetic turf has substantially increased. Originally, Town of Discovery Bay obtained an estimate of \$55,000, \$81,000 with contingencies for synthetic turf. On July 28, 2021, two vendors provided bids for the project. One bid was \$113,000 and the other was for \$166,000. Staff is seeking guidance regarding the substantial jump in price and recommends reviewing the possibility of laying gray landscape fabric for weed control and postponing the project until after Winter 2021 to see if prices in materials drop. Chair Bryon Gutow asked if the bids submitted provided a breakdown in prices or if bids were submitted with a lump sum amount.

Parks and Landscape Manager Bill Engelman advised the bids were entered with a lump sum.

Committee Chairs would like to see the bids broken down per charge to better understand the quotes given by vendors.

Vice-Chair Ashley Porter asked if the request for expedited service had an impact in the increase of cost.

Parks and Landscape Manager Bill Engelman replied that this could be a factor in cost estimate.

Vice-Chair Ashley Porter asked if it was possible to re-bid this project to request a breakdown of cost of work, materials.

General Manager Mike Davies advised that he would raise that question to Legal Counsel.

3. Discussion Regarding Contracting with the California Conservation Corps for Landscape Services.

Parks and Landscape Manager Bill Engelman advised the Committee that the Landscape Department has been short a landscaper for a year. In an effort to be fiscally cognizant, the option to hire a crew from California Conservation Corps (CCC) was assessed. The CCC provides a crew leader and three corps members between the ages of 18-25 years old for an annual cost of \$49,850. This expense is not subject to prevailing wage. Parks and Landscape Manager Bill Engelman will oversee and provide direction for all the work. The services they will provide include mowing, detailing, tree and shrub care and fertilizing in Town parks. The areas of concentration include the Community Center, Slifer, Regatta and Cornell Parks. In winter months an installation crew can help with street-scaping and other installation duties. Staff recommends moving forward with the hiring of a corps crew for the maintenance of Town parks in lieu of hiring another Town landscaper and present the option to the Board of Directors at the Board meeting on August 18, 2021.

Vice-Chair Porter asked about the proposed schedule for the corps crew.

Parks and Landscape Manager Bill Engelman advised they will work Monday through Thursday.

Chair Gutow asked if the Town will need to provide equipment for the crew to use and a tentative start date.

Parks and Landscape Manager Bill Engelman advised the corps members have all their own equipment and are able to start once the Board approves the contract.

Committee Chairs commended Parks and Landscape Manager Bill Engelman for his diligence in saving the Town money and creative thinking in resolving the Town's landscaping team's shortage saving the Town \$15,000 annually.

Vice-Chair Porter asked for an update on the status of the Proposition 68 Grant for Clipper Linear Park.

Parks and Landscape Manager Bill Engelman advised he met with someone and a decision regarding the Town's application for the grant will be made in September 2021.

Chair Gutow asked for an update on the Discovery Bay Blvd islands.

Parks and Landscape Manager Bill Engelman advised the irrigation on the islands will be turned off to intentionally stop anything from growing. This will help prepare the islands for new plants in the fall.

Vice-Chair Porter asked for the Town to inform the community of this plan to prevent calls regarding lack of maintenance on the islands.

General Manager Mike Davies advised the public will be notified.

D. ADJOURNMENT

1. Adjourned at 4:40 p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

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

forty-eight hours prior to the time of the meeting.”

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

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