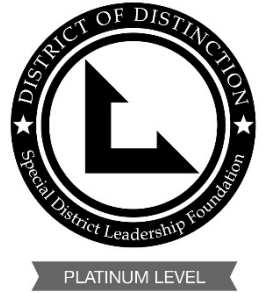




# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



## SDLF Platinum-Level of Governance

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

**NOTICE OF THE REGULAR MEETING  
OF THE PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, September 4, 2024 4:30 P.M.**

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

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

**TO ATTEND BY ZOOM WEBINAR:** <https://us06web.zoom.us/j/83080753986>

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

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

**Parks and Recreation Committee Members**

*Chair Michael Callahan  
Vice-Chair Bryon Gutow*

**A. ROLL CALL**

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

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

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

**C. DRAFT MINUTES TO BE APPROVED**

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

**D. UPDATES**

**E. DISCUSSION**

1. Discussion and Possible Feedback to Approve Agreement with Monarch Landscape Companies/Jensen Landscape for the Enhancement Project on Wilde Drive.
2. Discussion and Possible Feedback to Approve Quote with MRC/GameTime to Replace Cornell Park Playground Structure.
3. Discussion and Possible Feedback for Landscape Enhancements and Painting and Repairs of the West and East Front Entrance Walls on Discovery Bay Blvd.

**E. FUTURE DISCUSSION/AGENDA ITEMS**

**F. ADJOURNMENT**

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

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

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



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



PLATINUM LEVEL

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

**MINUTES OF THE SPECIAL MEETING  
OF THE PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, June 5, 2024 3:30 P.M.**

**Parks and Recreation Committee Members**

*Chair Bryon Gutow*

*Vice-Chair Michael Callahan*

**A. ROLL CALL**

1. Called business meeting to order 3:30 p.m.
2. Roll call was taken, and all members were present.

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

None.

**C. DRAFT MINUTES TO BE APPROVED**

1. Approve Regular Parks and Recreation DRAFT Meeting minutes of May 1, 2024.

Vice- Chair Callahan made a motion to approve the Parks and Recreation DRAFT meeting minutes of May 1, 2024.

Chair Gutow seconded the motion.

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

**D. UPDATES**

None.

**E. DISCUSSION**

1. Discussion and Possible Feedback Regarding the San Joaquin County Office of Education (SJCOE) – Contract Extension.

Presented by Parks and Landscape Manager Monica Gallo.

- Staff would like to extend the contract with the San Joaquin County Office of Education.
- Requesting an extension from twelve weeks to eighteen weeks to help through the summer months.
- Committee recommends bringing item to a future Board of Directors Meeting.

2. Discussion and Possible Feedback to Approve Agreement with AQUAWORX/MRC/GameTime to Replace Ravenswood Park Splash Pad in Zone 9.

Presented by Parks and Landscape Manager Monica Gallo.

- Zone 9 has money saved in reserves for various repairs and replacement projects.
- Original splash pad was constructed in 2011 and has required multiple repairs.
- The current splash pad was purchased through a Canadian company which has made repairs challenging.
- The replacement splash pad has local reps that would make maintenance and repairs much easier.
- Staff would like to start the project after the summer months so there is no down time.
- Committee recommends bringing it to the Board of Directors at a future meeting.

Public Comment:

- Speaker feels 90% payment upfront seems excessive. He mentioned a discussion on this subject on Nextdoor.

**E. FUTURE DISCUSSION/AGENDA ITEMS**

None.

**F. ADJOURNMENT**

1. Adjourned at 3:49p.m. to the next Standing Parks and Recreation Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

DRAFT



# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**AGENDA ITEM:  
E1**

**Agenda Title:** Discussion and Possible Feedback to Approve Agreement with Monarch Landscape Companies/Jensen Landscape for the Enhancement Project on Wilde Drive.

**Meeting Date:** September 4, 2024

**Prepared By:** Monica Gallo, Landscape Manager

**Submitted By:** Dina Breitstein, General Manager

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### RECOMMENDED ACTION:

Provide feedback regarding the approval of the agreement with Monarch Landscape Companies/Jensen Landscape for the enhancement project on Wilde Drive for an amount of \$60,839.47, plus 15% Contingency, with a Not to Exceed Amount of \$69,965.47.

---

### EXECUTIVE SUMMARY:

Zone 9 is owned and maintained by the Town of Discovery Bay, CSD and includes the landscape streetscape frontages along Wilde Drive and Poe Drive and Ravenswood Park.

The landscaping in Zone 9 is approximately 20 years old and is over-due for landscaping and irrigation improvements.

Staff received a quote from Monarch Landscape Companies/Jensen Landscape for \$60,839.47 through its OMNIA cooperative agreement (District's OMNIA participant ID #1029102, Monarch Landscape Companies/Jensen Landscape participant ID #5480782). Cooperative agreements are allowed by District's Policy 011 Purchasing and Procurement.

---

### FISCAL IMPACT:

Fiscal Year 2024-2025 budget includes \$50,000 for landscape enhancements in Zone 9. The additional funds will be paid for using existing reserves.

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### PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

None.

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### ATTACHMENTS:

1. Monarch Landscape Companies/Jensen Landscape Proposals.

June 27, 2024

**Site: TOWN OF DISCOVERY BAY**  
**JLS Job #: Wilde Drive**  
**Re: Landscape and Irrigation Upgrades**

Dear Monica,

Thank you for allowing Jensen Landscape Services the opportunity to provide you with this proposal. We propose to provide all labor, material, and equipment necessary to complete the following scope of work with the noted qualifications and exclusions.

### **Scope of work: Install new plantings, drip irrigation and sunset rock**

**Option One: Salvia ‘Santa Barbara’, White Iceberg Rose, Pittosporum ‘Wheeler’s Dwarf’, (Lantana at corners) and ‘Sunset’ Rock**



- **Clear and grub landscape and haul away debris**
- **Convert spray irrigation over to Netafim Drip**
- **Convert 6 each irrigation valves over to drip with pressure regulator and filter**
- **Install water permeable landscape fabric**
- **Install 65 cubic yards of ‘Sunset’ ¾” rock**
- **Repair composite edging along the fence where it has split by installing stakes and screws**
- **Install 116 each 1-gallon Salvia leucantha ‘Santa Barbara’**
- **Install 67 each 5-gallon Rose ‘Iceberg White’**
- **Install 122 each 5-gallon Pittosporum ‘Wheeler’s Dwarf’**
- **Install 19 each 5-gallon Lantana Trailing Purple (at the corners)**
- **Clean up job related debris and haul away**

Cost ..... \$60,839.47

---

**Approval Signature**

---

**Date**

**Option One Plant Palette:**



**Salvia leucantha**  
**'Santa Barbara'**  
**Mexican Sage**



**Pittosporum tobira**  
**'Wheeler's Dwarf'**  
**Wheeler's Dwarf Pittosporum**



**Rosa x hybrid  
'Iceberg'  
White Iceberg Rose**



**Lantana montevidensis  
'Sellowiana'  
Purple Trailing Lantana**



**Sunset Rock  
¾ inch  
Crushed Sunset Rock**



**Option Two: Salvia ‘Hot Lips’, White Iceberg Rose, Pittosporum ‘Wheeler’s Dwarf, (Lantana at corners) and ‘Sunset’ Rock**



- Clear and grub landscape and haul away debris
- Convert spray irrigation over to Netafim Drip
- Convert 6 each irrigation valves over to drip with pressure regulator and filter
- Install water permeable landscape fabric
- Install 65 cubic yards of ‘Sunset’ ¾” rock
- Repair composite edging along the fence where it has split by installing stakes and screws
- Install 116 each 1-gallon Salvia mycophylla ‘Hot Lips’
- Install 67 each 5-gallon Rose ‘Iceberg White’
- Install 122 each 5-gallon Pittosporum ‘Wheeler’s Dwarf’
- Install 19 each 5-gallon Lantana Trailing Purple (at the corners)
- Clean up job related debris and haul away

**Cost ..... \$60,839.47**

Approval Signature

Date

**Option Two Plant Palette:**



**Salvia microphylla**  
**'Hot Lips'**  
**Salvia 'Hot Lips'**



**Pittosporum tobira**  
**'Wheeler's Dwarf'**  
**Wheeler's Dwarf Pittosporum**



**Rosa x hybrid**  
**'Iceberg'**  
**White Iceberg Rose**



**Lantana montevidensis**  
**'Sellowiana'**  
**Purple Trailing Lantana**



**JENSEN**  
LANDSCAPE

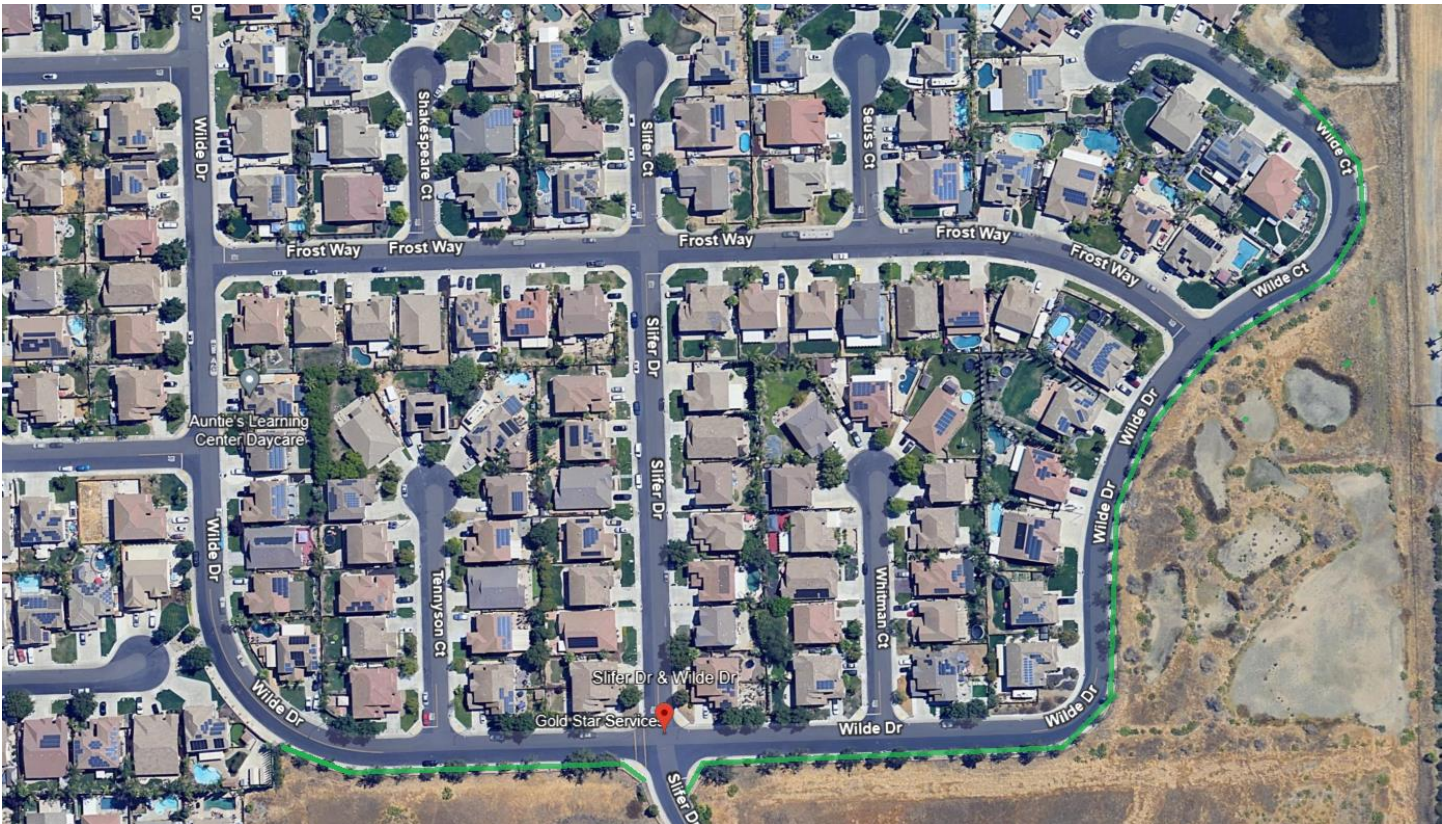


# MONARCH

LANDSCAPE COMPANIES



**Sunset Rock**  
**¾ inch**  
**Crushed Sunset Rock**





Thank you again for the opportunity to present our budget to you. If you have any questions, please contact me at your earliest convenience.

Sincerely,  
Rhett Hastings  
Senior Project Manager  
Cell: (925) 315-0267  
Email: [Rhett.hastings@jensencorp.com](mailto:Rhett.hastings@jensencorp.com)

**Qualifications:**

1. Assumes no underground utilities or other underground obstructions are in conflict with the work to be performed by Jensen Landscape Services or its subcontractors. If there are, or the client suspects that there may be, they are to be located by others prior to start of work.
2. Assumes all irrigation wires and valves are available and in good, operating condition and can accommodate the above enhancements. This includes new and modified irrigation.
3. Layout, supervision, and quality control measures are included in the program.
4. Photos do not represent actual sizes of installed plants nor year-round color.

**Exclusions:**

Jensen Landscape Services is not responsible for permits, fees, damage to underground utilities not located prior to start of work, backflow preventer unit, drainage system installation, viability of transplanted plants, repair of damaged hardscape beyond our control, and other unknown items not shown on client-



# Town of Discovery Bay

*“A Community Services District”*

## STAFF REPORT

**Agenda Title:** Discussion and Possible Feedback to Approve Quote with MRC/GameTime to Replace Cornell Park Playground Structure.

**Meeting Date:** September 4, 2024

**Prepared By:** Monica Gallo, Landscape Manager

**Submitted By:** Dina Breitstein, General Manager

---

**RECOMMENDED ACTION:**

Provided feedback regarding the approval of the quote with MRC/GameTime to replace the Cornell Park Playground Structure for an amount of \$200,337.42 plus 15% Contingency, with a Not to Exceed Amount of \$230,388.00.

---

**EXECUTIVE SUMMARY:**

The playground structure at Cornell Park was installed in 2011 and the current playground is rated for 5 – 12-year-olds only. Staff would like to propose making better use of the current footprint and adding a section for 2 – 5-year-olds. This would allow families with children in both age brackets to enjoy and share the same space safely.

Cornell Park has recently received upgrades to include resurfacing of the tennis, pickleball and basketball courts, including new basketball backboards and hoops, a new prep table and picnic tables in the BBQ area and a new volleyball net.

With the current playground structure nearly 15 years old, and in keeping on trend with the continuance of upgrading our parks, Staff is proposing to remove the current playground structure and installing two new playground structures that will accommodate children ages 2 years – 12 years.

Should the project be approved, it will take approximately 12 weeks for delivery of playground equipment from the date a contract is executed and approximately 2 weeks for installation.

Staff received a quote from MRC/GameTime for \$200,337.42 through its OMNIA cooperative agreement (District’s OMNIA participant ID is #1029102, MRC/GameTime Participant ID #2017001134). Cooperative agreements are allowed by District’s Policy 011 Purchasing and Procurement.

---

**FISCAL IMPACT:**

Fiscal Year 2024-2025 budget includes \$200,000 for the replacement of the playground structure. This project is designated to be funded from the Hoffman funds up to \$200,000. If necessary, staff requests an additional 15% contingency in the amount of \$30,050.00. Amounts above the Hoffman funding will be funded from reserves.

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**PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:**

None.

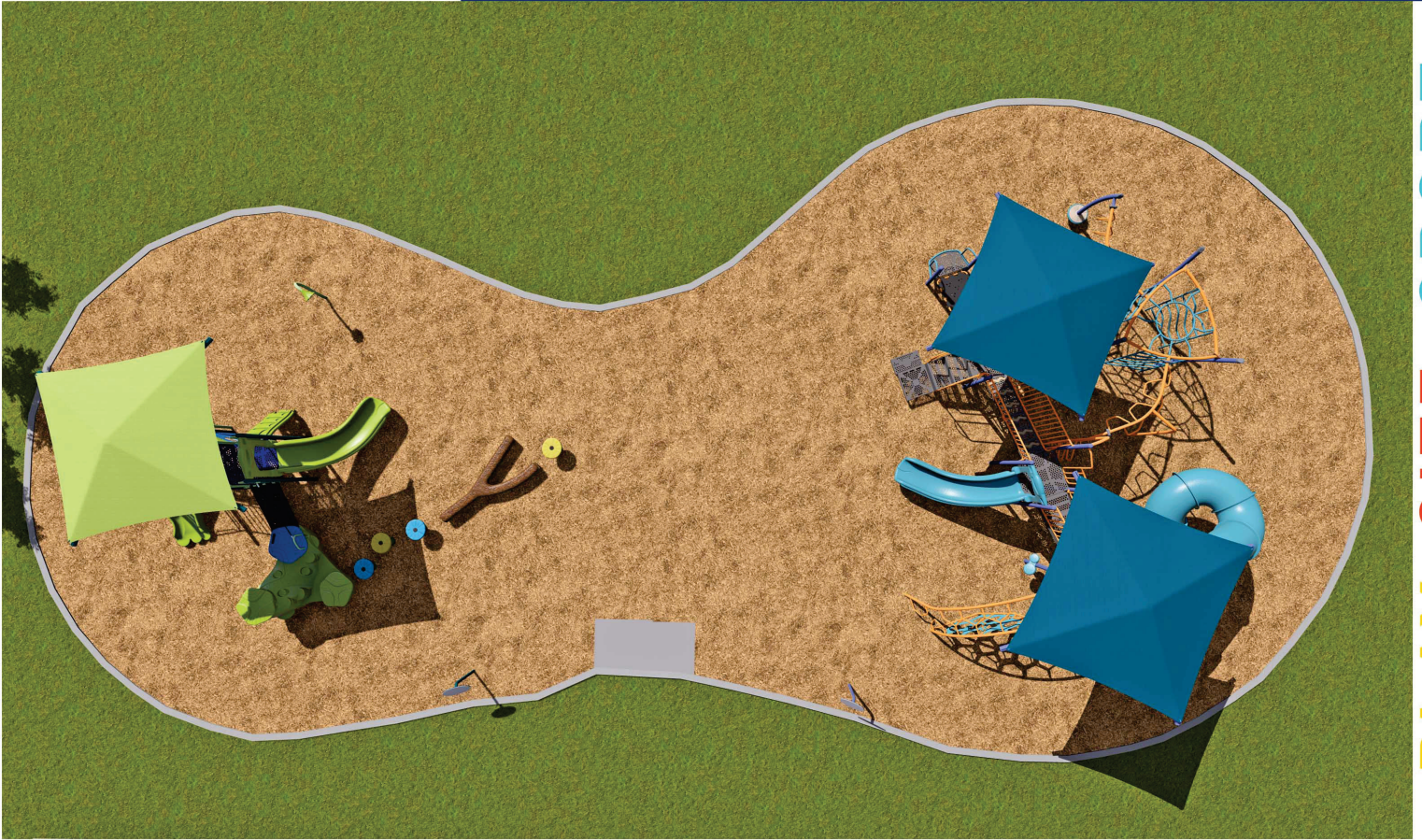
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**ATTACHMENTS:**

1. MRC/GameTime Renderings.



# Cornell Park Playground - Discovery Bay, CA



PLAY. SITE. SPORT.



# Cornell Park Playground - Discovery Bay, CA



PLAY. SITE. SPORT.





# Cornell Park Playground - Discovery Bay, CA



PLAY. SITE. SPORT.



# Cornell Park Playground - Discovery Bay, CA



PLAY. SITE. SPORT.



# Cornell Park Playground - Discovery Bay, CA



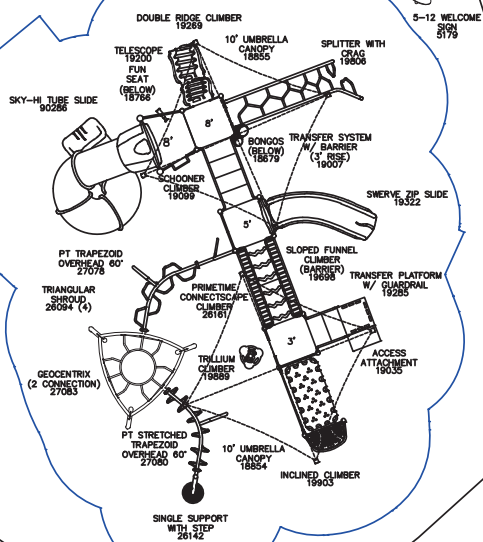
PLAY. SITE. SPORT.



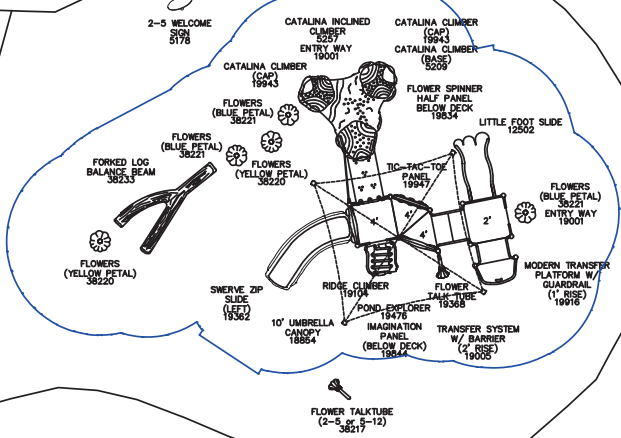
# Cornell Park Playground - Discovery Bay, CA



PLAY. SITE. SPORT.



5-12 WELCOME SIGN 3179



150 PlayCore Drive SE  
Fort Payne, AL 35967  
www.gametime.com

CORNELL PARK PLAYGROUND  
DISCOVERY BAY, CA

Representative  
DAVID ZEHNDER - MRC

This play equipment is recommended for children ages  
2-5 / 5-12

Minimum Area Required:  
Scale:  
This drawing can be scaled only when in an 18" x 24" format

**IMPORTANT:** Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614.

Drawn By:  
NS/DZ/es  
Date:  
07.29.24  
Drawing Name:  
CornellPk\_072924



# Town of Discovery Bay

*“A Community Services District”*

## STAFF REPORT

**Agenda Title:** Discussion and Possible Feedback for Landscape Enhancements and Painting and Repairs of the West and East Front Entrance Walls on Discovery Bay Blvd.

**Meeting Date:** September 4, 2024

**Prepared By:** Monica Gallo, Landscape Manager

**Submitted By:** Dina Breitstein, General Manager

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**RECOMMENDED ACTION:**

Discuss and provide feedback regarding repair work and painting of the west and east front entrance walls and landscaping enhancement work located in front of the walls at Discovery Bay Blvd. and Highway 4.

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**EXECUTIVE SUMMARY:**

As you enter Discovery Bay Blvd., the two front entrance walls and landscaping on the West and East side of the boulevard are the first impression one makes while entering our Town. These walls were last painted in 2018 and in an effort to keep the longevity of the walls in great condition and needing minimal repair and protect them from the harsh hot summers, rainy season and irrigation overspray, they are in need of stucco repair and painting. We are currently waiting for a quote to perform this work.

The landscape enhancements will be completed by Monarch/Jensen. Attached to this report is a drawing of the proposed landscape enhancements. Once staff receives all necessary quotes for the entirety of the project, we will be bringing this to a future meeting.

Staff would like to recommend this project in two phases. The first phase would be the stucco repair and painting of the entrance walls. The second phase would be landscape enhancements to the front entrance in front of the walls.

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**FISCAL IMPACT:**

Fiscal Year 2024-2025 CIP budget includes \$175,000 for the Front Entrance / Wall.

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**PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:**

None.

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**ATTACHMENTS:**

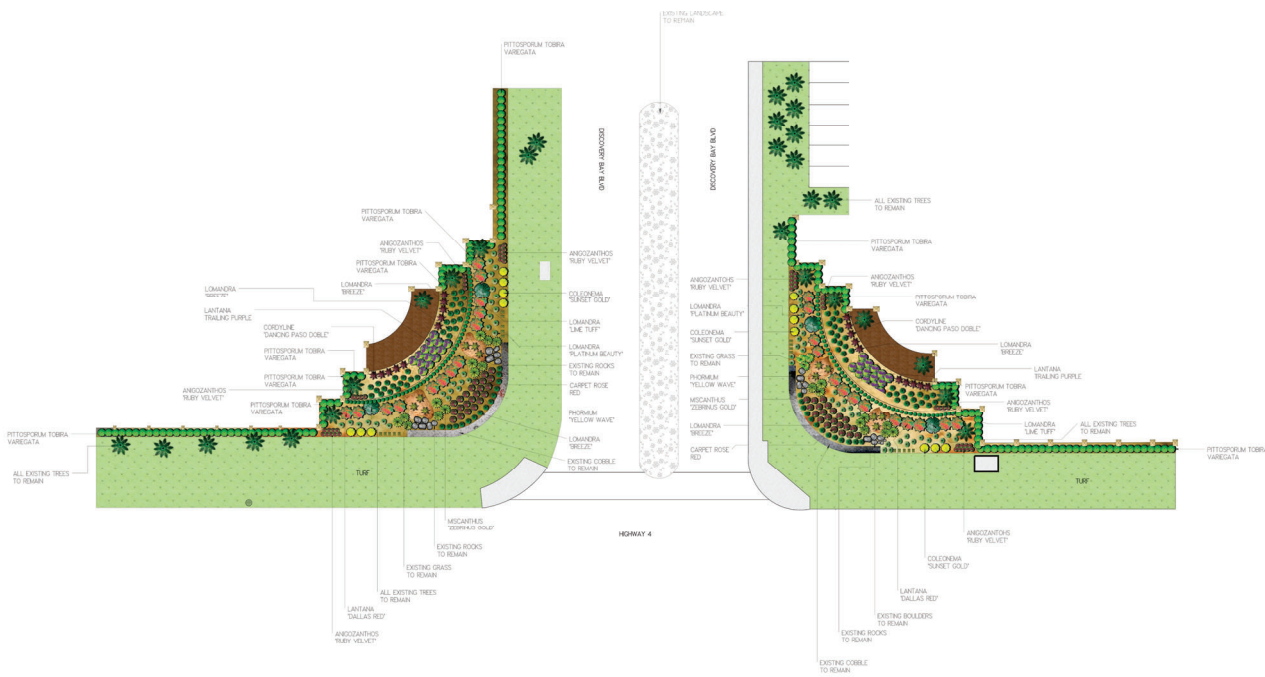
1. TODB Entrance Design by Jensen Landscape.



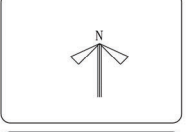
TOWN OF DISCOVERY BAY  
ENTRANCE AT DISCOVERY BAY BLVD  
LANDSCAPE PLAN VIEW

NOTES:  
IRRIGATION NOTES:  
DRIP TO BE NETAFIM:  
TLVCG-1210-NETAFIM CV  
DRIP HEADER TO BE:  
RAINBIRD XQF7512100 XQF

Mulch/Rock  
Install 2" layer of 3/4" crushed Sunset Rock



NO.	DATE	DESCRIPTION



TOWN OF DISCOVERY BAY



SCALE	1" = 10'
PROJECT	LANDSCAPE
DATE	
DESIGNED BY	