



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

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

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

October 18, 2011

REGULAR MEETING 3:00 P.M.

1800 Willow Lake Road, Discovery Bay, California

Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### Community Center Committee Members

Ray Tetreault, Chair; Chris Steele, Vice Chair; Bob Abbadie, Sean O'Toole, Jim Mattison

### REGULAR MEETING 3:00 P.M.

#### A. ROLL CALL

The business meeting was called to order 3:03 p.m. by Chairman Tetreault and all members were present with the exception of Committee member Sean O'Toole

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

Resident Don Flint addressed the Committee requesting that the Committee meeting be recorded.

#### C. APPROVE MINUTES

1. Minutes of previous Community Center meeting dated September 22, 2011

**Motion by** - Member Abbadie and second by Member Mattison, the minutes of the September 22, 2011 Community Center Committee meeting. Motion carried by the following vote: AYES: 4, NOES: 0, ABSENT: 1 - Member O'Toole.

#### D. UPDATE ON COMMUNITY NEEDS SURVEY

1. Update on the Community Center Survey, with final survey results

General Manager Howard presented the final survey results of the Community Center survey to the Committee and public. The survey results were also distributed and posted to the Town's Website at [www.todb.ca.gov](http://www.todb.ca.gov). Based upon the survey results, the preferred location for a future Community Center is location #1 (Discovery Bay Boulevard and Willow Lake Road/Sand Point Road). The second preferred survey location is #4 (behind the US Post Office on Bixler Road). On a consensus vote; all Committee members identified these two (2) sites as the preferred location(s) for a future Community Center site.

#### E. Discussion and Q & A with Catherine Kutsuris Director, Department of Conservation and Development, Contra Costa County

Catherine Kutsuris, Director, Department of Conservation and Development, Contra Costa County provided a presentation to the committee regarding the County's role in the Community Center Project. Ms. Kutsuris indicated that the parties to any agreement include the County, the Town of Discovery Bay, and the Hofmann Companies. Items discussed included the twelve (12) lots, the development agreement requirements (including financial and land donation requirements) between Hofmann, the County and the original Discovery Bay MAC.

The discussion continued between the Committee, the public, and Ms. Kutsuris.

**F. DISCUSSION RELATING TO FUNDRAISING AND FOUNDATION OPPORTUNITIES**

General Manager Howard sought input from the Committee regarding the possible formation of a Community Foundation. The committee would like to have the consultant attend a future meeting to provide additional details regarding the benefits a community foundation could bring to Discovery Bay. If the consultant is not available to attend a meeting, the General Manager will schedule a conference call with the consultant and two (2) members of the committee. The General Manager indicated he would keep the Committee posted on those efforts.

**G. STAFF DIRECTION REGARDING DIFFERENT BUILDING TYPES/CONSTRUCTION TECHNIQUES**

General Manager Howard sought direction from the Committee regarding the different types of construction options that a future Community Center may include. After discussion between the Committee and the General Manager, the General Manager will make an attempt to contact a local architect familiar with different building techniques and have that individual attend a future Committee meeting.

**H. PRELIMINARY DRAFT – COMMITTEE REPORT TO BOARD OF DIRECTORS**

General Manager Howard sought Committee input for recommendation for a final report to the Board. The General Manager indicated that at this time the Committee has only made one (1) recommendation.

The Committee had a discussion between the Committee and the General Manager relative to this subject.

The Committee also indicated their desire to have the Board revisit the Athletic Club site.

The General Manager indicated that based upon the conversations from the Committee he will begin the preparation of the Draft set of recommendation to the Board.

**I. REVIEW PROJECT PLAN AND MILESTONE SCHEDULE**

General Manager Howard presented the updated project milestone Plan with a December 31, 2011 date to make a final report to the full CSD Board in mind.

**J. SET COMMITTEE CALENDAR**

The next Community Center Committee meeting is scheduled for Tuesday, November 8, 2011 at 3:00 p.m.

**K. FUTURE DISCUSSION/AGENDA ITEMS**

Resident Don Flint asked that future committee meetings be audio taped.

**L. ADJOURNMENT**

The meeting was adjourned at 4:00 p.m. to next Community Center meeting on November 8, 2011 at 3:00 p.m. located at 1800 Willow Lake Road – in back of the Delta Community Presbyterian Church.

RH/cmc – 10.31.11