



# 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 REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday April 17, 2024 7:00 P.M.**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Called business meeting to order 7:00 p.m.
2. Director Gutow led Pledge of Allegiance.
3. 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. 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 Regular Board of Directors DRAFT Meeting minutes from April 3, 2024.
2. Approve Register of District Invoices.

Director Graves made a Motion to Approve the Consent Calendar.

Director Gutow seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0.

**D. PRESENTATIONS**

1. Mobile Modular District Office Building Presentation.

General Manager Dina Breitstein introduced Joshua Dean, Business Development Manager with Mobile Modular.

- Modular construction is a method in which a building is constructed at a manufacturing facility in shippable sections, then delivered to the project site for assembly.
- Modular consultant works with client/architect to understand project scope, client's needs, capabilities, budget, along with short/long-term project demands.
- There is a time savings by using modular construction vs. site-build construction.
- Mobile Modular would propose a Pit Set with Pier Support System for the foundation.
- Cranes are utilized to place the modulars into place.
- Electrical crossover connections, completion of HVAC systems, completion of fire sprinkler system, installation of fire alarms, interior wall and texture paint, completion of acoustical ceiling tiles, and flooring are all part of the construction process.
- Benefits of modular construction include speed, high-efficiency, flexibility, longevity, economic benefits, and control of the project.
- Mobile Modular has more than 40 years of experience in the industry.
- Mobile Modular is a nationwide custom modular solutions provider.

Public Comment:

- Speaker inquired if the modular can be built at the factory with rooftop solar.

2. Veolia Monthly Presentation.

Presented by Anthony Harper, Project Manager for Veolia.

- 295 safe working days through March 2024.
- All wells are active.
- Well 5 is officially shut down.
- There were no customer complaints.
- All lift stations are active.

**E. DISCUSSION AND POSSIBLE ACTION**

None.

**F. MANAGER'S REPORT**

1. Landscape and Recreation Update.

Presented by Landscape Manager Monica Gallo.

- Solar bollard lights will be installed on Clipper Drive.
- Staff is researching solutions for the decomposed granite issues on Clipper Drive.
- Lifeguard interviews are ongoing.
- Saviano will be doing the Slifer basketball resurfacing, and wall ball resurfacing. It was delayed due to rain.

**G. GENERAL MANAGER'S REPORT**

None.

**H. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

1. Con Fire Meeting – April 9, 2024 (Director Carolyn Graham)

**I. CORRESPONDENCE**

1. LAFCO - Special District Member Election 2024 Ballot.

**J. LEGAL REPORT**

None.

**K. FUTURE AGENDA ITEMS**

None.

**L. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

Legal Counsel Andy Pinasco announced the beginning of the closed session. Any reportable action will be addressed in agenda item O1.

**M. CLOSED SESSION**

Closed session began at 8:14p.m.

1. Public Employee Performance Evaluation Pursuant to Government Code 54947 (Position: General Manager).
2. Conference with Labor Negotiator Pursuant to Government Code 54957.6  
Agency Designated Representative: Michael Callahan / Andy Pinasco  
Unrepresented Employee : General Manager

**N. RETURN TO OPEN SESSION, REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

- Returned from closed session at 8:43p.m.
- Legal Counsel Andy Pinasco stated all members were present for the entirety of the closed session.
- There is no further reportable action.

**O. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action to Approve Amendment to General Manager Employment Agreement.

Director Porter made a motion to accept staff recommendation to amend the General Manger's contract to reflect a salary increase of \$12,000 a year bringing the salary to \$182,000.00 annually. All benefits remain the same as the previous contract in respect to medical, life insurance, vehicle allowance, matching 457b and six months maximum severance.

Director Gutow seconded.

Vote: Motion carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0.

**P. ADJOURNMENT**

1. Adjourned at 8:45p.m. to the next Regular Meeting of the Board of Directors on May 1, 2024 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.