



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Bryon Gutow • Director- Ashely Porter

**NOTICE OF THE REGULAR MEETING  
OF THE WATER AND WASTEWATER COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, November 4, 2020  
5:30 P.M. – 6:30 P.M.**

## NOTICE Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Committee Chambers will be closed to the public.

To accommodate the public during this period of time that the Committee's Chambers are closed to the public, the Town of Discovery Bay Community Services District Committee Members have 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 ID **5193676302#**

Download Agenda Packet and Materials at [www.todb.ca.gov/](http://www.todb.ca.gov/)

### Water and Wastewater Committee Board Members

*Chair Bill Pease  
Vice-Chair Bill Mayer*

- A. ROLL CALL**
1. Call business meeting to order 5:30 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 by filling out a comment form. The public will be called to comment in the order the comment forms are received. 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 DRAFT minutes of October 7, 2020 Water and Wastewater Committee meeting.
- D. PRESENTATIONS**
- E. DISCUSSION ITEMS**
1. Discuss Cancellation of the December 2, 2020 Water and Wastewater Committee Meeting.
  2. Discuss Cancellation of the January 6, 2021 Water and Wastewater Committee Meeting.
  3. Discuss Update on Denitrification & Diffuser.

**F. FUTURE DISCUSSION/AGENDA ITEMS****G. ADJOURNMENT**

1. Adjourn to the next Standing Water and Wastewater 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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A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Mayer • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Bill Pease • Director – Ashley Porter

**MINUTES OF THE REGULAR MEETING  
OF THE WATER AND WASTEWATER COMMITTEE  
OF THE TOWN OF DISCOVERY BAY**  
Wednesday, October 7, 2020  
5:30 P.M. – 6:30 P.M.

## NOTICE Coronavirus COVID-19

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### Water and Wastewater Committee Board Members

*Chair Bill Pease  
Vice-Chair Bill Mayer*

- A. ROLL CALL**
1. Call business meeting to order 5:30 p.m. – by Chair Bill Pease
  2. Roll Call- All present except Assistant General Manager Dina Breitstein and District Water Engineer Gregory Harris.
- B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**  
None.
- C. DRAFT MINUTES TO BE APPROVED**
1. Approve DRAFT minutes of September 2, 2020 Water and Wastewater Committee meeting. Vice-Chair Bill Mayer made motion to approve minutes as noted on the record. Second by Chair Bill Pease.
- D. PRESENTATIONS**
- E. DISCUSSION ITEMS**
1. Discussion Regarding Update on Well 8 Monitoring Well.  
Water Engineer Justin Shobe gave update on Well 8 Monitoring Well. Well was drilled and soil samples were collected. Those samples have been sent to the lab for evaluation. Two monitoring wells were installed in the test hole. Water quality sampling has also been submitted to the lab. Results of the samples are starting to come in. Targeted capacity is as Town had envisioned for this well. Water quality issues have not been present. Comprehensive sampling will continue. Preliminary well design will be created as well as a letter to State Department of Drinking Water after reviewing testing results with the Town staff. State will be notified that this is a suitable site for a well and will be provided with a drinking water assessment surveying any potential contaminant activity. The next phase would be to bid for the well and work on getting the pump

station construction at the well site started.

Vice-Chair Mayer asked Water Engineer Justin Shobe how deep did the contractors have to dig.

Water Engineer Justin Shobe indicated the total drilled for the test hole was 500 feet. Monitoring wells were dug to about 320 feet.

Vice-Chair Mayer asked if residents complained about the noise level.

Water Engineer Justin Shobe said no community complaints were received.

Vice-Chair Mayer asked about a possible completion date.

Water Engineer Justin Shobe stated that approximate timeframe for the whole project would be about 18-24 months.

**2. Discussion Regarding Update on the Urban Water Management Plan.**

Water Engineer Justin Shobe provided update on the completion of the report. This report was last updated in 2015 and will reflect modernized information and new report requirements. Water conservation requirements will be addressed. All agencies will need a Water Shortage Contingency Plan and this will also be included as part of new requirements. Presently, Water Engineer Justin Shobe stated he is collecting information to complete this report and expects a preliminary draft to be available for review in a month. Timing is on track to present the report to the Board for adoption in January 2021.

**F. FUTURE DISCUSSION/AGENDA ITEMS**

Vice-Chair Mayer requested a continuous update at each Water and Wastewater Committee Meeting regarding the Denitrification Project and the Well Project. Specifically, timeframe and expenses.

**G. ADJOURNMENT**

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

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# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**Meeting Date**

November 4, 2020

**Prepared By:** Michael Davies, General Manager  
**Submitted By:** Michael Davies, General Manager

**Agenda Title:**

Discuss Cancellation of the December 2, 2020 Water & Wastewater Committee Meeting.

**Recommended Action**

Cancel the December 2, 2020 Water & Wastewater Committee Meeting.

**Executive Summary**

This year the Water & Wastewater Committee Meeting in December falls on the next Wednesday after the Thanksgiving holiday. Staff normally prepares, finalizes, and posts the Agendas on the Friday before the meeting. Staff will not have returned to work in time to prepare and post the Agenda 72 hours prior to the Meeting. Staff recommends that the December 2, 2020 Water & Wastewater Committee Meeting be cancelled.

A Special Water & Wastewater Committee Meeting can be arranged for December 16, 2020 or another time convenient to the Committee.

**Previous Relevant Board Actions for This Item**

**Attachments**

None

AGENDA ITEM: E-1



# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

Meeting Date

November 4, 2020

**Prepared By:** Michael Davies, General Manager  
**Submitted By:** Michael Davies, General Manager

### Agenda Title:

Approve Cancellation of January 6, 2021 Water & Wastewater Committee Meeting.

### Recommended Action

Cancel the January 6, 2021 Water & Wastewater Committee Meeting.

### Executive Summary

Each year the Town of Discovery Bay offices are closed for the Holiday Season. This year the closure is Thursday, December 24, 2020 through January 3, 2021. The next scheduled Water & Wastewater Committee Meeting is three days later on January 6, 2021. Staff normally prepares, finalizes, and posts the Committee Meeting Agenda on the Friday before the meeting. Staff will not have returned to work in time to prepare and post the Agenda 72 hours prior to the Meeting.

Refer to chart below for dates Town offices are open and closed.

DECEMBER 2020 / JANUARY 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	21 OPEN	22 OPEN	23 OPEN	24 CLOSED	25 CLOSED	26 CLOSED
27 CLOSED	28 CLOSED	29 CLOSED	30 CLOSED	31 CLOSED	1 CLOSED	2 CLOSED
3 CLOSED	4 OPEN	5 OPEN	6 COMIT-MTNG	7 OPEN	8 OPEN	

Staff Recommendation is to CANCEL the January 6, 2021 Committee Meeting.

A Special Water & Wastewater Committee Meeting can be arranged for January 20, 2021 or another time convenient to the Committee.

### Previous Relevant Board Actions for This Item

### Attachments

None

AGENDA ITEM: E-2