



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE SPECIAL MEETING
OF THE WATER AND WASTEWATER COMMITTEE
OF THE TOWN OF DISCOVERY BAY
THURSDAY, January 4, 2018
STANDING WATER AND WASTEWATER COMMITTEE SPECIAL MEETING 4:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

Water and Wastewater Standing Committee Board Members

*Chair Bill Pease
Vice-Chair Kevin Graves*

A. ROLL CALL

1. Call business meeting to order 4:00 p.m. – By Chair Pease
2. Roll Call – All present with the exception of Finance Manager Breitstein and District Water Engineer Shobe.

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

None

C. DRAFT MINUTES TO BE APPROVED

1. December 7, 2017 Special Water and Wastewater Standing Committee DRAFT meeting minutes – Approved.

D. DISCUSSION ITEMS

1. Discussion regarding the Operations and Maintenance (O&M) Manual for Wastewater Treatment Plant. General Manager Davies – Provided a brief background regarding the O&M Manual related to the request of a presentation of the different variables within the manual. District Engineer Harris – Provided details related to the cost, levels of the O&M Manuals (online/portal style), and handed out proposals from Stantec (original and updated). Senior Principal, Water, Stantec, Steven Beck – Provided details regarding the O&M Manual related to the various options; Basic (hardcopy), Interactive (electronic version), and Streamline. There was discussion related to the various options of the O&M manual. A Presentation and Interactive Hands-On Demo was provided regarding the O&M manual. There was discussion regarding the O&M Manual (Interactive and Streamline) cost difference. Water and Wastewater Committee recommendation is to present to the Board on January 17, 2018 a proposal, in a not to exceed amount for the Interactive Online O&M Manual.
2. Update regarding the Diffuser. District Engineer Harris – Provided the details regarding the Diffuser related to the Diver Inspection; running the camera down to the Diffuser, missing valves and other problems. A plan will be prepared for possible solutions.

E. FUTURE DISCUSSION/AGENDA ITEMS

1. Update regarding the Diffuser.

F. ADJOURNMENT

1. The meeting adjourned at 5:24 p.m. to the next Standing Water and Wastewater Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 01-05-18

<http://www.todb.ca.gov/agendas-minutes>