



# Diablo Vista Water System

## MINUTES

### DIABLO VISTA WATER SYSTEM MEETING OF THE ADVISORY BOARD

Small Conference Room  
100 Gregory Lane, Pleasant Hill, California 94523

September 18, 2014

**MEMBERS PRESENT:** Mario Moreno                      Jack Sciaroni *JS*  
Don Ortolan                                      Phil Williamson  
Steve Zalewski, Chair

**MEMBERS ABSENT:** Leslie Scatena    Gaston Habets

**CALL TO ORDER:**                      The meeting was called to order at 6:40 p.m. by Steve Zalewski.

**PUBLIC COMMENT:**                      None presented.

### **OLD BUSINESS:**

#### Minutes of the Previous Advisory Board Meeting

This item was deferred to the December meeting due to Leslie's absence.

#### Review the Maintenance and Operational Needs of the System and any Repairs that are Scheduled or Have Been Recently Performed

Jack mentioned that pump 2 may need to be re-aligned; A new manifold was installed on the east side of Shelly at the foot of Byron Drive

#### Operational Equipment Needs – Review the Needs of Staff in Order to Have the Proper Tools and Equipment to Operate the System Efficiently

Phil will purchase 3 hand pumps - 1 for himself, 1 for Jack and 1 to be stored at the pumphouse; Jack will have 3 sets of keys made for the pumphouse; Jack will provide Gaston with a set of district maps.

#### Capital Improvement Planning – Update on Preparation and Installation of Manifold and

Pressure Tank, Project Advertising and Bidding Schedule

Mario provided an update to the Advisory Board and passed out 2 handouts – 1. A project schedule. Mario noted the schedule allows for a likely addendum to address seismic concerns for the new pressure tank; 2. An estimate from MWH for engineering services during bid and construction.

The fees presented by MWH in the amount of \$24,914 were motioned for approval by Steve + 20% contingency and seconded by Phil. After a call for discussion and a vote by Steve, the motion to approve the engineering services fees passed unanimously.

Review Staff Transition Impact, if Any, to DVWS

A motion to formally recognize Jack's new position as a Staff Engineer was made by Steve and seconded by Phil. After a call for discussion and a vote by Steve, the motion passed unanimously.

A motion to recognize Board member Phil as a Staff Engineer to maintain adequate engineer coverage was made by Steve. Phil recused himself from voting; the motion was tabled to the December meeting.

**NEW BUSINESS:**

Review the Number and Nature of Calls Received by the Dispatcher for the Period June 16--September 16

This item was deferred to the December meeting due to Leslie's absence.

Review Monthly Allocations and Water Usage to Date and Current Drought and Voluntary 15% Reduction Efforts

In the 2014 season DVWS users continue to cut back their water usage compared to historical usage. DVWS' intention is not to shut the water off as long as we stay within the 2005-2007 historic usage guidelines set by CCWD.

Review Budget allocation and Expenditures for Current Fiscal Year

This item was deferred to the December meeting due to Leslie's absence.

Approval of Advisory Board Meeting Stipend Distribution

A motion was made by Steve to approve the Advisory Board stipends and seconded by Phil. After a call for discussion and a vote by Steve, the motion to approve the stipend distribution passed unanimously.

**OTHER BUSINESS:**

Need to confirm DVWS loan for Patterson improvements was fully retired in June 2014.

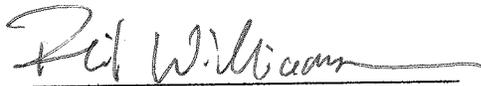
Jack and Erich will be recognized for their service to the DVWS Board during the 9/22/14 City Council meeting.

Mario will research a practical way for DVWS to increase awareness of permitted underground excavation within the District through 2 possible means: 1. Signing up for USA alerts, 2. Requesting City Permit desk notify DVWS of street excavation permit applications within the District.

Jack provided receipts for \$30.67 to Mario for reimbursement; Mario will forward to Connie for processing.

The next DVWS Advisory Board meeting will be held on Tuesday, December 16, 2014. Steve offered to purchase refreshments to celebrate the season's accomplishments, recognize departing Board members and acknowledge new Board Members.

There being no further business presented before he Board, the meeting was adjourned at 7:35 p.m.



Respectfully Submitted by:

100 Gregory Lane, Pleasant Hill, California 94523