

**PURISSIMA HILLS WATER DISTRICT  
MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS**

**April 10, 2024 Minutes**

1. **CALL TO ORDER AND ROLL CALL** President Ranganathan called the regular meeting to order at 6:30 p.m. at the District Office.  
  
Directors Present: President Ranganathan, Directors Lucille Glassman, Steve Jordan, and Essy Stone.  
  
Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group, Brandon Laurie, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; Samantha Vu, Office Manager/District Secretary; and Cory Burkett, Billing Clerk.
2. **COMMENTS FROM THE PUBLIC** None
3. **CONSENT CALENDAR** It was moved by Director Jordan, seconded by Director Glassman to approve the consent calendar. Motion approved unanimously – voice vote.
4. **TRUCK REPLACEMENT POLICY** General Manager, Phil Witt presented the replacement policy to the Board. It was moved by Director Glassman, seconded by Director Stone to approve the replacement truck policy. Motion approved – voice vote (3 – 1). Ayes: Directors Glassman, Jordan, and Stone. Nays: Director Ranganathan.
5. **DRAFT AUDIT REPORT** James from James Marta & Company, LLC., presented the draft audit report to the Board. There were no findings during the audit. It was moved by Director Stone, seconded by Director Glassman to accept the draft audit reports with the changes noted by Director Ranganathan. Motion approved unanimously – voice vote.
6. **TREASURY INVESTMENT REPORT** Steven Gortler from Wulff, Hansen & Co. presented the treasury investment returns. A board discussion followed. Director Ranganathan wants the General Manager to have a process on how the returns are reinvested into the treasury. Wulff, Hansen & Co. will wait another year before presenting another report to the Board of Directors.
7. **SUPPLY COMMITTEE REPORT** The monthly committee meeting was canceled. General Manager, Phil Witt, reported that the results of the well testing were received. EKI will review the results.
8. **ENGINEER’S REPORT**
  - A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project is going out to bid. This will be brought to the Board for award at the May board meeting.
  - B. **MCCANN OPERATION CENTER DESIGN** District Engineer, Joubin Pakpour, reported there is a new planning Director at the Town of Los Altos Hills. The design is still under review.

C. **WEST FREMONT, ST. FRANCIS WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project is in the design phase. There will be a staffing plan at the next Board meeting.

9. **MANAGER'S REPORT** General Manager, Phil Witt reported on the SFPUC fixed rate proposal and tier 2 plan. The Valley Water Grant is under review.

**A. FIELD REPORT**

▶ On 3/14, the District started the installation of a new ARV on Carillo Ln. After inspection of the old ARV, it was determined that it was disconnected from the main. The District installed a new ARV per District standard detail. 6 feet of old AC pipe was removed and replaced with new ductile iron pipe and a new service saddle.

▶ The District replaced a meter box at 13938 La Paloma.

▶ The District inspected a new fire hydrant installation on Laura Ct.

▶ On 3/28, the District repaired a hit backflow at 26140 Rancho Manuella Ln.

▶ The District completed the installation of solar panels at the Page Mill Tank site. This completed the backup power projects at this tank site.

**B. CUSTOMER COMMUNICATIONS** Nothing to report.

10. **DIRECTOR'S REPORT**

**A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics**

**B. Director Comments**

11. **AGENDA ITEMS FOR MAY 15, 2024**


▶ AWCA Report

▶ Approval of contract for Liddicoat

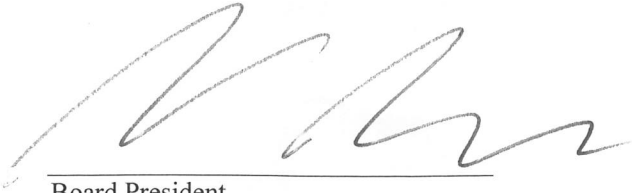
▶ SCADA Contract

▶ Draft Budget

12. **ADJOURNMENT** The meeting was adjourned at 8:45 p.m.

  
District Secretary

Approved:

A handwritten signature in black ink, consisting of several fluid, connected strokes. The signature is positioned above a horizontal line.

Board President