

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

April 8, 2026 Minutes

1. OPENING

A. Call to Order

The regular meeting of the Purissima Hills Water District was called to order by President Holtz at 6:00 PM.

B. Establishment of Quorum

Present: President Holtz, Vice President Jordan, Director Stone, and Director Glassman.

Staff Present: Joubin Pakpour, District Engineer, Pakpour Consulting Group; Catherine Groves, District Counsel, Hanson Bridgett; Tammy Rudock, General Manager; Samantha Vu, Administrative Services Supervisor; Erik Walter, Operations Superintendent; Cory Burkett, Water Resources Specialist; and Alleyne LaBossiere, Financial Consultant.

2. COMMENTS FROM THE PUBLIC None

3. CONSENT CALENDAR

Admin Services Supervisor Vu mentioned that one sentence was removed from the March 25th, 2026 Special Minutes. Director Jordan moved to approve the consent calendar. Director Glassman seconded the motion. Voice vote: 4 – 0. Motion passed.

4. REGULAR BUSINESS

A. Summary Review of Proposed Water Rates and Capacity Charges

General Manager Rudock gave a summary of the report. The cross connection charges will be included in the Prop 218 process, with clarification that only customers with backflow devices will be charged. The Board discussed whether to include both uniform and tiered rate structures in the Prop 218 notice. It was decided that both uniform and tiered rate structures will be included in the Prop 218 notice, and the Board can decide on the preferred rate structure at the public hearing. There was a discussion of using an outdated SFPUC rate, and staff noted that it was kept to maintain consistency with the financial plan. The Board agreed with staff's recommendation to present a single, simplified shortage rate. Staff will further research the asset valuation methods.

B. Resolution 2026-07 Authorizing Pakpour Consulting Group Task Order 25-26-13 in the total amount of \$69,500 for District Engineering Services in FY 2025/2026 Related to the Hungry Horse Tank Condition Assessment and Seismic Evaluation

District Engineer Pakpour explained that the tank has been unused for an extended period of time, and a condition assessment identified hairline cracks. Repairs would require lining the tank floor at a high estimated cost. A broader capital improvement program is needed, incorporating both condition assessment results and seismic analysis. Staff will return to the Board with findings to develop a capital program. Vice President Jordan moved to approve Resolution 2026-07. President Holtz seconded the motion. Roll call vote: 4 – 0. Motion passed.

5. FINANCIAL REPORTS

The Board reviewed the financial reports.

6. STAFF REPORTS

A. General Manager

General Manager Rudock gave an overview of the report. She asked to call for a Special Meeting on May 20th at 5 pm to review the Prop 218 notice and accept the Water Rate Study.

B. Administrative Services Supervisor

Administrative Services Supervisor Vu gave an overview of the report. An audit progress report will be on every staff report moving forward.

C. Operations Superintendent

Operations Superintendent Walter gave an overview of the report. He reported that there is a scheduled meeting with Mueller to discuss the leak detection sensors.

D. Water Resources Specialist

Water Resources Specialist Burkett gave an overview of the report. Vice President Jordan raised the question of how much non-functional turf is in the District. Water Resources Specialist Burkett will reach out to BAWSCA to see if there are consultants who can help with assessing how much non-functional turf is in the District.

7. ENGINEER'S REPORT

District Engineer Pakpour gave an overview of the report. He reported that due to some difficulties with the recent tie-in, protocols will be changed to prevent modifying the tie-in schedules in the future. He expressed appreciation to the Admin team for being the front line and working to calm down customers who had concerns and confusion about the water shut-offs and the changing schedules.

8. ATTORNEY'S REPORT

District Counsel Groves reported that there was a memorandum regarding the property tax roll that was distributed to the Board. If the Board wants to further explore these options, the suggestion would be to create an ad hoc committee to discuss the pros and cons.

9. DIRECTOR'S REPORT

Vice President Jordan reported that Hetch Hetchy is back on after being down for 90 days. Director Ranganathan reported that one of the Town's residents has been trying to lower the sewer rates and has submitted a report to the City Council Committee. It was noted in the report that the District's efforts, along with Samantha Vu's efforts, were very much appreciated.

10. AGENDA ITEMS FOR MAY 13, 2026


- ▶ Personnel/Comp Plan
- ▶ Strategic Priorities
- ▶ Revised 5 Year CIP
- ▶ DRAFT Budget for FY 26/27

11. COMMUNICATIONS

Nothing to report.


12. ADJOURNMENT

Director Stone moved to adjourn the meeting. President Holtz seconded the motion. The meeting was adjourned at 7:19 pm.



District Secretary

Approved:



Board President