

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

**August 9, 2023 Minutes**

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** President Stone called the regular meeting to order at 6:30 p.m. at the District Office.  
  
Directors Present: President Stone, Directors Anand Ranganathan, Lucille Glassman, Steve Jordan, and Brian Holtz.  
  
Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Catherine Groves, Attorney, Hanson Bridgett; and Samantha Vu, Office Manager/District Secretary.
2. **COMMENTS FROM THE PUBLIC** None
3. **CONSENT CALENDAR** It was moved by Director Jordan, seconded by Director Holtz to approve the consent calendar with the amendment to include Director Holtz's name in the minutes. Motion approved unanimously – voice vote.
4. **APPROVAL OF FINAL AUDIT REPORT FISCAL YEAR 21-22** James from James Marta & Company presented the summary for the final audit report. A board discussion followed. This item will be brought back to the next meeting for approval.
5. **SUPPLY COMMITTEE MEETING** District Engineer, Joubin Pakpour reported that the two big components that are being discussed at the subcommittee are the available water at Quarry Lake and local wells. There was contact with the homeowner where the proposed test well is to be drilled and the meeting was positive. Consultants were given direction to finalize the Quarry Lake report. General Manager, Phil Witt reported he contacted the City of Palo Alto and their staff is working on demand models which will be presented to the City Council once complete.
6. **RESOLUTION NO. 2023-03 APPROVING ADDED SERVICE REQUEST #1 WITH TEN OVER STUDIOS, INC. IN AN AMOUNT NOT TO EXCEED \$27,000 FOR ADDITIONAL STRUCTURAL ENGINEERING DESIGN SERVICES FOR THE MCCANN OPERATION CENTER IMPROVEMENTS** District Engineer, Joubin Pakpour presented the draft plans for the McCann Operation Center with the board. There was a Board discussion regarding the additional service request. It was moved by Director Jordan, seconded by Director Glassman to approve resolution no. 2023-03. Motion approved unanimously – voice vote.
7. **ENGINEER'S REPORT**
  - A. **DUVAL, ELENA, PADRE, SETON, JOSEFA WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reported that the contractor is finishing up the punch-list items. This project will be brought back to the Board during the September meeting for acceptance.
  - B. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reported that the design is moving forward. The 90% plans are currently under review.

C. **WATER MAIN RATE OF RENEWAL** This item will be brought to the September meeting.

8. **MANAGER'S REPORT** General Manager, Phil Witt reported that the District is waiting for Fiber to be plumbed. The expected time frame is January 2024. The November Board meeting may need to be rescheduled since the 1<sup>st</sup> lands on a Wednesday. Short-term treasury has been initiated. There will be a more detailed report at the September Board meeting. The District will be transferring back 498 units of water that were borrowed by CalWater back in 2021.

**A. FIELD REPORT**

- ▶ On 7/19, the District installed a new 2" backflow at 27911 Via Ventana.
- ▶ On 7/20, the District repaired a broken angle stop and installed a new 1" meter and 2" backflow at 26321 Alexander Pl.
- ▶ On 7/21, Pump Repair Co. installed the new pump 2 at Altamont Pump Station. Pump Repair Co. came back on 8/4 for the first startup to make sure the pump works properly.
- ▶ On 7/28, the District did a 1" meter upgrade and installed a 1 ½" backflow at 13109 Byrd Ln.
- ▶ On 7/25, District staff met with Beacon/EyeOnWater to go over new updates and give feedback on what features should be worked on.
- ▶ On 8/3, the District had a preconstruction meeting with AT&T Fiber at the office. No current date set for installation.
- ▶ On 8/3, the District installed a 2" backflow at 12001 Finn Ln.

**B. CUSTOMER COMMUNICATIONS**

9. **DIRECTOR'S REPORT**


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

- B. Director Comments** The submetering committee reviewed the laws on how the process can be done fairly. The committee will continue to investigate how submetering works for subdivisions.


10. **AGENDA ITEMS FOR SEPTEMBER 13, 2023**

- ▶ Acceptance of Duval, Elena, Padre, Seton and Josefa Water Main Improvements Project
- ▶ FY 21-22 Audit Report

11. **ADJOURNMENT** It was moved by Director Jordan, seconded by Director Glassman to adjourn at 8:20 p.m.

  
District Secretary

Approved:

  
Board President