

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

February 12, 2025 Minutes

1. **CALL TO ORDER AND ROLL CALL** President Glassman called the regular meeting to order at 6:30 p.m. at the District Office.

Directors Present: President Glassman, Directors Brian Holtz, Essy Stone. Director Steve Jordan and Anand Ranganathan.

Staff Present: Joubin Pakpour, Engineer, Pakpour Consulting Group; David S. Gehrig, Attorney, Hanson Bridgett; Erik Walter, Superintendent; Samantha Vu, Administrative Services Supervisor; and Cory Burkett, Water Resources Specialist/Finance.

2. **COMMENTS FROM THE PUBLIC** John Nagel commented on the valve access covers. This topic will be discussed during the Engineer's Report. It was moved by Director Stone, seconded by Director Holtz to move the Engineer's Report to after the Consent Calendar. Motion approved (5 – 1) – roll call vote.
3. **CONSENT CALENDAR** The cash position will be revisited. It was moved by Director Ranganathan, seconded by Director Stone to approve the consent calendar. Motion approved (5 – 0) – roll call vote.
4. **ENGINEER'S REPORT**

- A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE, ARASTRADERO ROAD WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that construction on Arastradero Road is progressing ahead of schedule. Construction work on Gerth Lane is complete, except for final paving and minor punch list repairs which are scheduled to occur in March. Customer John Nagel, who lives on Gerth Lane, shared his concerns about the paving and landscaping work on Gerth Lane. Mr. Pakpour explained that Gerth Lane and adjacent properties would all be returned to the condition prior to construction on the project, along with some additional improvements such as paving the entire width of Gerth Lane at the end of the lane. No change orders have been issued on this project to date.
- B. **MCCANN OPERATION CENTER DESIGN** District Engineer, Joubin Pakpour, reported that a meeting with the Town was held. The CEQA document will be revised and submitted to the Town. Pakpour recommended postponing until the May Commission meeting to ensure all preparations are in place.
- C. **WEST FREMONT, ST. FRANCIS WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the design is on schedule and within budget. Bidding for the project is expected later this calendar year.
- D. **MOU WITH THE TOWN FOR MARKING THEIR INFRASTRUCTURE FOR DISTRICT PROJECTS** District Engineer, Joubin Pakpour summarized the quarterly meeting with the Town on 1/28/25. The MOU was drafted by the Town back in 2022.

This MOU only covers the Town and the District.

The District must install temporary offices at Toyon Yard while the Operation Center is demolished and reconstructed. As Toyon Yard lacks electrical service, PG&E will need to install it. A staff report will be prepared for the next Board meeting.

5. **AUTHORIZE DIRECTOR STONE TO ATTEND THE 2025 UWI SPRING CONFERENCE FEBRUARY 26-28, 2025, PALM SPRINGS, CA AND REIMBURSE FOR ACTUAL AND NECESSARY EXPENSES PER THE DISTRICT'S REIMBURSEMENT POLICY** It was moved by Director Ranganathan, seconded by Director Holtz to approve Director Stone to attend the 2025 UWI Spring Conference. Motion approved (4 – 0) – roll call vote. Director Stone abstained.
6. **RESCHEDULE THE REGULAR MAY BOARD MEETING** It was moved by Director Stone, seconded by Director Holtz, to reschedule the regular May board meeting to May 21, 2025. Motion approved (4 – 0) – roll call vote. Director Glassman abstained.
7. **REGULAR BOARD MEETING START TIME** It was moved by Director Stone, seconded by Director Holtz, to move the regular board meeting start time to 6 pm moving forward. Motion approved (5 – 0) – roll call vote.
8. **POLICY ON COMPENSATION AND REIMBURSEMENT FOR BOARD MEMBERS; NUMBER OF COMPENSABLE MEETINGS PER MONTH** There was a Board discussion. Legal counsel was instructed to draft the revised policy to bring to the March meeting for review by the Board. It was moved by Director Holtz, seconded by Director Jordan to increase the number of compensable meetings to 10 meetings per month. Motion approved (3 – 0) – roll call vote. Director Glassman and Director Ranganathan abstained.
9. **INTEREST IN FIBER TO VARIOUS SITES** There was a Board discussion. Staff will continue to explore different options and ideas.
10. **WATER RATE STUDY** The Board expressed interest in including multi-family rates, submeter rates, and drought rates in the upcoming Water Rate Study. It was recommended that a separate line item be included for the fees portion of the study, so the scope can be adjusted if the District chooses not to proceed with the Fee Study.
11. **UPDATED QUOTES FOR REPAIR WORK AT MCCANN AND DEER CREEK PUMP STATIONS** It was moved by Director Glassman, seconded by Director Holtz to approve the updated quotes for the repair work and the two pump stations. Motion approved (5 – 0) – roll call vote.
12. **SCADA** Superintendent, Erik Walter, reported that the District has received a proposal from Aspect Engineering. The District is awaiting a new formal proposal from SyCal Engineering, as the original proposal was a not-to-exceed. A staff report will be prepared once both proposals have been received and reviewed.
13. **SUPPLY COMMITTEE MEETING** District Secretary, Samantha Vu, reported to the Board that the GP5 Grants reimbursement submittal is on hold. The District is waiting for the corrected invoices from Mueller. District Engineer, Joubin Pakpour reported that there is a meeting scheduled with Legal Counsel and Consultants to discuss Quarry Lake. The District will meet with the Town to discuss the test well. There was a meeting with the City of Palo Alto regarding an inertie at Old Page Mill and Gerth Ln. Legal Counsel will work on the amendment to submit to SFPUC.

14. STAFF REPORT

A. FIELD REPORT

- ▶ On 1/7, the District completed the restoration at 26010 Eucalyptus Ln that was damaged by the main leak in December.
- ▶ On 1/13, the District installed a 1" submeter at 24755 Prospect Ave.
- ▶ On 1/15, Golden Bay Construction completed the tie-in off the main on Gerth Ln. The main connecting Christophers Ln and Gerth Ln is now fully operational.
- ▶ On 1/16, the District repaired a broken angle stop at 26108 Altadena Dr.
- ▶ On 1/17, the District installed a 1" submeter at 12640 Corte Madera Ln.
- ▶ On 1/22, the District installed a new 2" service connection, a 2" backflow preventer, and a 2" submeter at 13051 La Paloma Rd.

District Engineer, Joubin Pakpour, reported that the District has established communication with the Fire District regarding various emergency situations. It was noted that, without prior coordination, the Fire District began flushing hydrants. Moving forward, the District and Fire District will collaborate to ensure proper coordination of hydrant flushing activities, with the goal of calibrating the hydraulic model.

B. CUSTOMER COMMUNICATIONS Nothing to report.

15. DIRECTOR'S REPORT

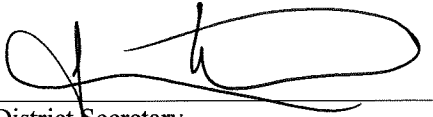
- A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics.** Water Resources Specialist, Cory Burkett, reported to the Board that the full packet for Tier 2 is not yet available. A BAWSCA representative will present to the Board once the packet is complete. Director Jordan reported that the ACWA Conference will take place in Monterey in May. There were conversations with the Fire District to run the hydraulic model to test the water system in case of emergencies.
- B. Director Comments** Director Stone reported that the Town is working on changes to the priority list and standards, hoping to adopt the new list and standards in June.

16. AGENDA ITEMS FOR MARCH 12, 2025

- ▶ Valve Covers on Gerth Ln
- ▶ PG&E at Toyon Yard
- ▶ SCADA
- ▶ Truck and Equipment Policy
- ▶ Amend Board Compensation Policy
- ▶ Amendment to Water Sales Contract to SFPUC

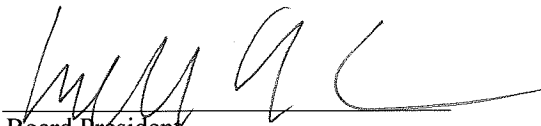
17. ADJOURNMENT It was moved by Director Stone , seconded by Director Ranganathan to adjourn

the meeting at 8:44 p.m.

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District Secretary

Approved:

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Board President