

PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS

January 18, 2023 Minutes

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** President Stone called the special meeting to order at 6:30 p.m. on the Zoom on-line platform.

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

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Brandon Laurie, Engineer, Pakpour Consulting Group; David S. Gehrig, 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 Holtz, seconded by Director Ranganathan to approve the consent calendar. Motion approved (4 – 0) – roll call vote.
4. **FINANCE COMMITTEE MEETING** General Manager, Phil Witt reported that Senior Advisor, Bud Levine proposed a short-term treasury bill. Money from the LAIF account will be put into a short-term treasury for a higher return rate. The fees will be discussed at the next Board meeting.
5. **CONSERVATION COMMITTEE MEETING** General Manager, Phil Witt reported that a draft of an updated ordinance restricting wasteful water use is being reviewed by the committee. Operations Manager, Anthony Stoloski reported that the District is continuing to evaluate the software from WaterSmart to track customer water use. This software would need to integrate with the District's current billing system.
6. **SUPPLY COMMITTEE MEETING** Operations Manager, Anthony Stoloski reported that the water levels from Quarry Lake is spilling over due to the heavy rains. The District met with the well driller and EKI. EKI is researching utilities, easements and right of ways. There will be another update at the next Board meeting. General Manager, Phil Witt reported that there have been no updates from Carla Daley from City of Palo Alto regarding the District's proposal to purchase ISG from the City. Director Jordan wants the District to send a reminder to customers to turn off the irrigation valve during the rain to conserve water and to sign up for EyeOnWater.
7. **RESCHEDULE REGULAR BOARD MEETING ON FEBRUARY 8th, 2023 to FEBRUARY 15th, 2023** Director Ranganathan preferred to have the meeting on the 16th. It was moved by Director Jordan, seconded by Director Ranganathan to reschedule the next Board meeting from February 8th to February 16th. Motion approved (4 – 0) – roll call vote.
8. **ENGINEER'S REPORT**
- A. **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS** Nothing to report.
- B. **DUVAL, ELENA, PADRE, SETON, JOSEFA WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie reported that the work in December was completed. The water main along Seton was installed except for 2 tie ins. The water main was

disinfected, pressure tested and flushed. Due to the rain, there were some delays with 3 added rain days. Work will start on Josefa in February. So far to date, 30% of the project has been completed.

- C. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie reported that the survey for Christophers Lane was delayed due to the rain.
- D. **MCCANN OPERATION CENTER DESIGN** District Engineer, Brandon Laurie reported that there was a kickoff meeting with Ten Over Studios. They will begin a 35% design. Ten Over Studios will be obtaining proposals from arborists to generate an arborist report, hazmat report, and a drilling permit. Coordination with the Town Planning department has also begun.

- 9. **MANAGER'S REPORT** General Manager, Phil Witt reported that due to the heavy storms, the Town Manager reached out to ask if District staff would be available for a mutual aid engagement. The Town encountered tree damage, slides and sinkhole. The Mid-Peninsula Water District office, yard and shop was flooded. Purissima offered help if any was needed. District staff attended EOC meeting with the Town.

A. FIELD REPORT

- ▶ On 12/14, the District upgraded the service line at 25750 Vinedo Ln from a 1" service to a 2" service. The upgrade was done with in-house crew.
- ▶ On 12/15, the District had a leak reported on 26225 Ascension. The leak was a corroded steel service saddle. It was upgraded with the current standard brass saddle. The leak was off the roadway with minor restoration.
- ▶ On 1/3, the District had a leak on Page Mill Rd. The leak was a 2" hole due to corrosion. DACO was called to help with the repair. Once the repair was made and water was turned back on, a new hole appears about 6 feet away. The District made a temporary repair and DACO returned on 1/6 to make the permanent repair of 15 ft of new 12" DIP.
- ▶ On 1/12, a fire hydrant was hit at Altamont and Black Mountain Rd. The District assisted with the shut down. LAHCFD had their on-call contractor make the repair on 1/17.
- ▶ The District completed the yearly backflow testing requirements for the State.
- ▶ The District installed flow meters and Quarry Lake.

- B. **CUSTOMER COMMUNICATIONS** District Secretary, Samantha Vu reported that the District now has a landing page for EyeOnWater on the website. Customers can now watch a how to sign up video to create a new account.

10. DIRECTOR'S REPORT

- A. **BAWSCA, Valley Water, ACWA/JPIA and other agency topics** Director Jordan reported that the SFPUC drought update report will likely be updated by the next Board meeting.

B. Director's Comment

11. AGENDA ITEMS FOR FEBRUARY 16, 2023

- ▶ Committee reports
- ▶ Server upgrades

- ▶ Grants for leak sensors update
- ▶ Backfill on Pagemill

- 12. ADJOURNMENT** It was moved by Director Jordan, seconded by Director Holtz to adjourn the meeting at 8:16 PM.