

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

March 9, 2022 Minutes

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

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

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Brandon Laurie, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; Samantha Vu, Office Manager/District Secretary; and Cory Burkett, Billing Specialist

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC** None
3. **CONSENT CALENDAR** It was moved by Director Ranganathan, seconded by Director Stone to approve the consent calendar except for item 4D. Motion approved (5 - 0) – roll call vote.
4. **CONSERVATION COMMITTEE REPORT** This item was moved ahead in order to start the Rate Hearing at the time posted. Operations Manager, Anthony Stoloski reported that the District is continue the efforts to push the 32% reduction and EyeOnWater sign ups.
5. **SUPPLY COMMITTEE REPORT** Director Jordan reported that the District’s usage has increased in February however, with a savings of 7.1% fiscal year to date. It is projected that there will be another year of drought due to light snowpack. There has been discussion regarding ISG with Palo Alto seeming to be the best option. The committee requests that the conservation consultant estimate the potential cost of the minimum to the District before we consider action on the resolution in April or May. The committee will meet with BAWSA later in the week to discuss further details. District Engineer, Joubin Pakpour reported that the District hired EKI Consultants to look at ground water within District boundaries.
6. **PROPOSAL TO AMEND DISTRICT’S RATE AND FEE SCHEDULE TO ADJUST RATE FOR ALL CUSTOMERS**
- A. **OPEN PUBLIC HEARING PURSUANT TO PROPOSITION 218** The public hearing was opened at 7:05 p.m. Director Jordan introduced the public on the process of the hearing. General Manager, Phil Witt, introduced the item and explain that the District went beyond the minimum procedural requirements of Proposition 218 by sending the notice of proposed rate increase to property owners and customer and posting the notice in the Los Altos Town Crier at least 45 days in the advance of the public hearing. In addition, the District accepted protests in advance of the public hearing and now accepting additional protests.
- B. **PRESENTATION OF WATER RATE STUDY BY HF&H** John Farnkopf from HF&F discussed the Rate Study and proposed rates.
- Public Comment:
1. Ken Graham brought up his concerns regarding the capital budget vs. the operating

PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
March 9, 2022

budget.

- C. **CLOSED PUBLIC HEARING** The public hearing was closed at 7:59 p.m.
- D. **CONSIDERATION OF RESOLUTION 2022-02 AMENDING RATE AND FEE SCHEDULE TO ADJUST RATES FOR ALL CUSTOMERS** It was moved by Director Holtz, seconded by Director Ranganathan to adopt Resolution 2022-02 Amending Rate and Fee Schedule to Adjust Rates for All Customers. Motion approved (5 – 0) – roll call vote.

- 7. **APPROVAL OF EKI CONTRACT FOR QUARRY LAKE IN THE AMOUNT OF \$50,000** District Engineer, Joubin Pakpour. Reviewed a proposal from EKI to provide consulting services on the possible use of Quarry Lake as way to augment the District’s water supply. There are numerous advantages of using waters within District boundaries. It was moved by Director Ranganathan, seconded by Director Glassman to approve the EKI Contract for Quarry Lake in the Amount of \$50,000. Motion approved (5 – 0) – roll call vote.

8. **ENGINEER’S REPORT**

- ▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reported that the project is out for bid, with bid opening scheduled for later this month. Staff will make a recommendation for award at the next board meeting.

- ▶ **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS, PROGRESS PAYMENT NO.7** District Engineer, Joubin Pakpour reported that all project activities and punch list items have been completed; the only item of work left is to slurry seal the road which is currently scheduled for early May after which the project will be closed out and the District will formally accept the project.

- 9. **ATTORNEY’S REPORT** General Counsel, Catherine Groves gave an update regarding virtual meetings. The District can continue to conduct virtual meetings but can change in the near future depending on the Governor’s decision on the Declaration of Emergency.

- 10. **MANAGER’S REPORT** General Manager, Phil Witt, reported that the District’s new website is up and live. The new website will allow staff to upload documents and make changes in office. General Manager, Phil Witt and Operations Manager, Anthony Stoloski will be attending the annual JPIA leadership meeting in May.

A. **FIELD REPORT**

- ▶ On 2/17 a contractor hit the District’s service line at 26005 Newbridge Dr. during construction. The District made a temporary repair and will schedule for a full replacement on the service.
- ▶ On 2/28, the District had the yearly generator load test performed at Deer Creek Pump Station, Altamont Pump Station and the main office.
- ▶ On 3/1, Pump Repair Services installed the rebuilt stuffing box on Pump 5 at Deer Creek Pump Station. During the final inspection, it was noticed that the threads on the pump shaft needs some cleaning. This involves re-milling the threads.
- ▶ The District had three 1” meter upgrades.

PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
March 9, 2022

- ▶ The District performed 155 meter endpoint changeouts.
- ▶ The District inspected 3 new backflow installations.
- ▶ District staff attended the monthly Water Conservation Subcommittee meeting hosted by Valley Water and the 2022 Valley Water Landscape Summit.

B. CUSTOMER COMMUNICATION Nothing to report.

11. DIRECTOR'S REPORT

A. BAWSCA, Valley Water, ACWA/JPIA and other agency topics BAWSCA has a motion they'd like the District to consider regarding the minimum transfer on ISG. ACWA/JPIA has a meeting on May 3rd, 4th, 5th and Director Stone will be accepted to their Board at that meeting.

B. DIRECTOR'S COMMENT

12. AGENDA ITEMS FOR MARCH 9, 2022

- ▶ **Conservation and Rainwater**
- ▶ **Fire District update**
- ▶ **Update on Town and Purissima Park well**

13. ADJOURNMENT The meeting was moved by Director Ranganathan, seconded by Director Holtz to adjourn at 8:54 p.m.

