

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

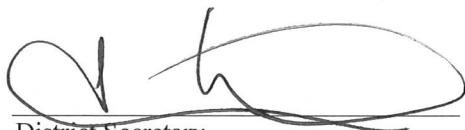
May 15, 2024 Minutes

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

Directors Present: President Ranganathan, Directors Lucille Glassman, Steve Jordan (remote attendance), Brian Holtz, and Essy Stone.


Staff Present: Phil Witt, General Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; William Lai, Engineer, Pakpour Consulting Group; 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** There was a discussion regarding the credit card policy. It was moved by Director Stone, seconded by Director Holtz to approve the consent calendar. Motion approved (5 – 0) roll call vote.
4. **PASS-THROUGH RATE INCREASE** It was moved by Director Glassman, seconded by Director Stone to authorize staff to implement the rate increase from SFPUC. Motion approved (5 – 0).
5. **THREE PROPOSALS FROM CUPERTINO ELECTRIC APPROVED FOR SERVICES TO UPGRADE MCCANN PUMP 3 BREAKER FOR A COMBINED SUM NOT TO EXCEED \$38,168.00** There was a Board discussion. General Manager, Phil Witt asked that the procurement policy be waived. It was moved by Director Holtz, seconded by Director Stone to approve the three proposals with the not to exceed sum. Motion approved (5 – 0) roll call vote.
6. **APPROVE RESOLUTION 2024-01 AWARDING CONTRACT TO GOLDEN BAY CONSTRUCTION, INC. IN THE AMOUNT OF \$2,451,264.00 WITH A 5% CONTINGENCY FOR THE CHRISTOPHER'S LN/GERTH LN/LIDDICOAT DR/ARASTRADERO RD WATER MAIN IMPROVEMENTS** Director Ranganathan recused himself due to his residence being located within 500 feet of the project. District Engineer, Brandon Laurie, presented to the Board the results of the bid for the project. It was moved by Director Glassman, seconded by Director Holtz to approve Resolution 2024-01. Motion approved (4 – 0) roll call vote. Ayes: Directors Glassman, Jordan, Holtz, and Stone. Abstained: Director Ranganathan.
7. **APPROVE TASK ORDER 23-24-08 WITH PAKPOUR CONSULTING GROUP, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES IN THE AMOUNT OF \$526,320.00 FOR CHRISTOPHER'S LN/GERTH LN/ LIDDICOAT DR/ARASTRADERO RD WATER MAIN IMPROVEMENTS** Director Ranganathan recused himself due to his residence being located within 500 feet of the project. It was moved by Director Holtz, seconded by Director Stone, to approve task order 23-24-08. Motion approved (4 – 0) roll call vote. Ayes: Directors Glassman, Jordan, Holtz, and Stone. Abstained: Director Ranganathan.

8. **MCCANN OPERATIONS CENTER PERMITTING** District Engineers, Joubin Pakpour and William Lai, along with Candice Wong from Ten Over Studios presented to the Board the overview of the Operations Center Project Design.
9. **RESOLUTION 2024-02 CONSOLIDATION OF ELECTIONS** It was moved by Director Jordan, seconded by Director Holtz to approve Resolution 2024-02. Motion approved (5 – 0) roll call vote.
10. **SUPPLY COMMITTEE REPORT** General Manager, Phil Witt, reported that Quarry Lake is still overflowing, and flow loggers are still in place. EKI is helping with communications to potential water sellers. The District met with North Coast Water and CalWater.
11. **ENGINEER'S REPORT**
 - A. **MCCANN OPERATION CENTER DESIGN** This was discussed in the presentation during item 7 of the Board meeting.
 - B. **WEST FREMONT, ST. FRANCIS WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie, reported that the project is scheduled to be submitted in June.
12. **MANAGER'S REPORT** General Manager, Phil Witt reported that the JPIA claim for the theft at the Operation Center has been completed. Director Stone and Director Jordan volunteered for the tier 2 ad-hoc committee. Director Ranganathan and Director Glassman volunteered for the budget ad-hoc committee. There was a discussion of the General Manager's goals.
 - A. **FIELD REPORT**
 - ▶ Meters were installed at Altamont Pump Station
 - ▶ Outage numbers will be included at the next Board meeting
 - B. **CUSTOMER COMMUNICATIONS** Nothing to report.
13. **DIRECTOR'S REPORT**
 - A. **BAWSCA, Valley Water, ACWA/JPIA, and other agency topics** Director Jordan reported that Nicole Sandkulla from BAWSCA will retire later this year.
 - B. **Director Comments** Director Ranganathan noted that he will miss the July Board meeting.
14. **AGENDA ITEMS FOR JUNE 12, 2024**
 - ▶ Policy for credit card spending limits
 - ▶ FY 24-25 Budget
 - ▶ SCADA Contract
 - ▶ 6-month review for General Manager
15. **ADJOURNMENT** It was moved by Director Stone, seconded by Director Glassman to adjourn at 8:58 p.m.



District Secretary

Approved:



Board President