

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

November 13, 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, Brian Holtz, and Essy Stone.

Staff Present: Phil Witt, General Manager; Brandon Laurie, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; Erik Walter, Foreman; 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 Glassman, seconded by Director Holtz to approve the consent calendar. Motion approved unanimously – voice vote.
4. **RESOLUTION 2024-04 RESOLUTION OF APPRECIATION FOR PHIL WITT** It was moved by Director Holtz, seconded by Director Stone to approve resolution 2024-04. Motion approved unanimously – voice vote.
5. **DISBURSEMENTS REVIEW PROCESS** The Board wants to move forward with paying all vendors via ACH or online payments and continue to display the amount paid publicly.
6. **SCHEDULED 9% RATE INCREASE** General Manager, Phil Witt, reported that this is the last year in the 5-year scheduled rate increase. The District will notify customers in the January newsletter. The District will implement the increase effective 1/1/2025.
7. **CONSIDER WULFF, HANSEN & CO. PROPOSAL FOR BOND FINANCING SERVICES** General Manager, Phil Witt, reported that this item is under the signing limit but wanted to present it to the Board. The District will continue to work with Wulff, Hansen & Co. for bond financing.
8. **APPROVE AMENDMENT TO PAKPOUR CONSULTING GROUP, INC. CONTRACT** General Manager, Phil Witt, explained that this amendment helps clarify the timing of the rate increase schedule for Pakpour.. It was moved by Director Holtz, seconded by Director Stone to approve the amendment. Motion approved unanimously – voice vote.
9. **ADOPT ORDINANCE NO. 2024-01, AMENDING THE RESIDENTIAL WATER SERVICE TERMINATION POLICY** Attorney, Catherine Groves, reported that in 2023, the legislature passed a new law that amended the existing water shutoff protection act. It has been expanded so that everyone is eligible to apply for water payment plans. It was moved by Director Stone, seconded by Director Glassman to approve ordinance 2024-01. Motion approved unanimously – voice vote.
10. **SUPPLY COMMITTEE MEETING** General Manager, Phil Witt, updated the Board with

meeting notes with other agencies regarding the minimum purchase. Quarry Lake will be monitored for another year.

11. ENGINEER'S REPORT

- A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE, ARASTRADERO ROAD WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie, reported that 1600 ft of linear pipe has been laid. The project is progressing steadily. The Contractors hit a secondary PG&E line and PG&E came onsite to do the repairs.
- B. **MCCANN OPERATION CENTER DESIGN** District Engineer, Brandon Laurie, reported the District contact surrounding neighbors and no major concerns or objections were received by them regarding the new building.
- C. **WEST FREMONT, ST. FRANCIS WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie, reported that the project is on schedule.

12. **MANAGER'S REPORT** General Manager, Phil Witt, reported that Tier 2 paperwork should be received at the end of December. The District has been looking into solar options to help reduce the PG&E bill. The hydrant leak caps were delivered, and some have been installed. An Echologics staff was onsite to show District Technicians how to correctly install and read the data captured by the leak caps. There will be a meeting with the General Manager of Los Virgenes to learn new ideas to encourage water usage cutbacks.

A. FIELD REPORT

- ▶ DACO performed paving work at 4 locations.
- ▶ On 10/8, the District installed a new 2" service, 2" backflow, and 1" submeter at 26345 Alexander Pl.
- ▶ The District upgraded an air release valve to the current standard.
- ▶ On 10/15, the District repaired a main leak on the Lucero/Almaden cross-country – blowoff valve.
- ▶ On 10/17, the District repaired a main leak on Stirrup Way and removed a 1" service connection that was abandoned.
- ▶ On 10/20, the District repaired a main leak on Mir Mirou Dr. and replaced a broken angle stop at 13912 Mir Mirou Dr.
- ▶ On 10/23, The District completed work on the cross-country main at 28008 Laura Ct., relocated a service connection, and installed a backflow for 28016 Laura Ct. A hydrant valve was also installed.
- ▶ On 10/30, the District completed work on the Altamont Creek that was washed out from a previous main leak.
- ▶ Cla-Val performed maintenance at Deer Creek Pump Station.

- B. **CUSTOMER COMMUNICATIONS** Nothing to report.

13. DIRECTOR'S REPORT

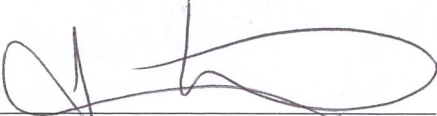
A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics.

B. Director Comments

14. AGENDA ITEMS FOR DECEMBER 11, 2024

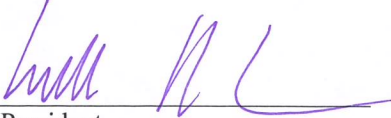
- ▶ Change of Board President
- ▶ Updated 5 Year CIP Plan
- ▶ Director Election funding and compensation
- ▶ GM Review Closed Session
- ▶ EKI Retainer Fee
- ▶ Solar Update
- ▶ Mid-Year Financials

- 15. ADJOURNMENT** It was moved by Director Stone, seconded by Director Glassman to adjourn the meeting at 8:04 p.m.



District Secretary

Approved:



Board President