

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

OCTOBER 13, 2021 Minutes

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

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

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; David S. Gehrig, Attorney, Hanson Bridgett; and Samantha Vu, Office Manager/District Secretary

The Pledge of Allegiance was recited.

- 2. COMMENTS FROM THE PUBLIC** None
- 3. RESOLUTION: FINDINGS TO SUPPORT REMOTE BROWN ACT MEETING** It was moved by Director Holtz, seconded by Director Stone, to approve the resolution to continue remote meetings. Motion approved unanimously (5 – 0) – roll call vote.
- 4. CONSENT CALENDAR** It was moved by Director Ranganathan, seconded by Director Jordan to approve the consent calendar with the removal of item B and amended minutes. Motion approved unanimously (5 - 0) – roll call vote.
- 5. BROWN ACT TRAINING UPDATE** Attorney, David Gehrig, noted some key concerns for the Board regarding the Brown Act.
- 6. SUPPLY COMMITTEE REPORT** Director Jordan reported that BAWSCA has updated their allocation numbers since their most recent meeting. The District needs to take action to make sure that customers are aware of the importance of conservation regardless of a drought. The District is still seeking to potentially purchase ISG. District Engineer, Joubin Pakpour gave a brief report regarding the ground water supply.
- 7. CONSERVATION COMMITTEE** General Manager, Phil Witt, gave a brief summary to the Board regarding what the District has done in efforts to reduce water usage. Office Manager, Samantha Vu, reported that the District has put together a customer service station to assist customers with signing up for EyeOnWater. Operations Manager, Anthony Stoloski reported that face to face meetings regarding water use has been going well. Director Stone reminded that the committee is working on an iterative plan for cutting back on water.
- 8. DROUGHT ORDINANCES** Attorney, David Gehrig, reminded the Board of past ordinances that are still in effect. He suggested that the District needs some more deliberation to come up with a plan regarding the drought ordinances.

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9. **RATE STUDY UPDATE** John Farnkopf from HF&H Consultants presented a draft report of the Rate Study to the Board. It was followed by a Board discussion. The consultants will continue to work on the draft and will present and updated report at the next Board meeting.
10. **ADU USAGE COMPARISON** General Manager, Phil Witt, presented the usage comparison chart to the Board.
11. **ENGINEER'S REPORT**
- ▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the design is on schedule and on budget.
 - ▶ **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that project is proceeding a little behind schedule. He reviewed progress payment No.3 which showed change orders are tracking less than 0.1%. There have been no complaints regarding the project.
12. **ATTORNEY'S REPORT** Nothing to report.
13. **MANAGER'S REPORT** General Manager, Phil Witt, reported that he had a meeting regarding leak sensors with Mueller, Echologics. The agreements with Badger Meter should be resolved by next month's Board Meeting. The agreement with Woodard &Curran has been signed. The agreement with JRocket77 Design for the website has also been signed and development should start shortly.

A. FIELD REPORT

- ▶ On 9/10 a new Air Relief Valve (ARV) was installed at 27975 Via Ventana.
- ▶ On 9/14 there was a main leak on Lupine Road. There was a full circle crack on 8" AC pipe, DACO was called to help with the repair. The main is located under the pathway therefore minor restoration was needed.
- ▶ On 9/16 there was a main leak on Page Mill Road. The leak was 40ft east of the leak on 8/23. It was a full circle crack on 8" cast iron pipes. Clamps were used for the repair. DACO was called for help with the repair. The restoration will be approximately 70 square feet of asphalt repair.
- ▶ On 9/20, power was lost at Page Mill Tank and Elena Tank. Power was also lost at Deer Creek Pump Station. The backup generator did start and worked properly. Outage was due to a truck hitting a low powerline.
- ▶ On 9/28 there was a power outage at Elena Tank due to a vehicle hitting a power pole.
- ▶ On 10/7 there was a leak on Horseshoe Lane. The leak was on a 12" gate valve.
- ▶ The District completed 10 main line shutdowns for C2R to complete the tie ins along Concepcion Road phase 1.

- B. CUSTOMER COMMUNICATION** The District received a compliment from a resident stating that the water upgrade project was done well.

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14. DIRECTOR'S REPORT

- A. BAWSCA, Valley Water, ACWA/JPIA and other agency topics** Director Jordan mentioned that most items were already addressed in prior agenda items.
- B. DIRECTOR'S COMMENT** Director Ranganathan recommended that the District look into the Covid Relief Fund.

15. AGENDA ITEMS FOR NOVEMBER 10, 2021

- ▶ **Special meeting on rate study and rate proposal options**
- ▶ **Special meeting for potential litigations**
- ▶ **Moody leak response**

16. ADJOURNMENT The meeting adjourned at 10:47 pm.

