

# **PURISSIMA HILLS WATER DISTRICT**

## **MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

**September 13, 2023 Minutes**

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** President Stone called the regular meeting to order at 6:30 p.m. at the District Office.  
  
Directors Present: President Stone, Directors Anand Ranganathan, Lucille Glassman, Steve Jordan, and Brian Holtz.  
  
Staff Present: Phil Witt, General Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; Anthony Stoloski, Operations Manager; Catherine Groves, 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 Jordan, seconded by Director Glassman to approve the consent calendar. Motion approved unanimously – voice vote.
4. **APPROVAL OF FINAL AUDIT REPORT FISCAL YEAR 21-22** It was moved by Director Ranganathan, seconded by Director Jordan to approve the final audit report for FY 21-22. Motion approved unanimously – voice vote.
5. **SHORT-TERM TREASURY** Bud Levine gave a presentation on investments. Steven went through the breakdown of the investments. There was a board discussion. Wulff Hansen will move forward with giving the Board updates quarterly.
6. **APPROVE A THREE-YEAR CONTRACT WITH JAMES MARTA & COMPANY LLP FOR AN AGGREGATE AMOUNT OF \$115,065** There was a Board discussion. Director Ranganathan wants the District to start looking for new auditors for the current fiscal year, not the current audit period. It was moved by Director Jordan, seconded by Director Ranganathan to approve the contract with James Marta & Company LLP. Motion approved unanimously – voice vote.
7. **APPROVE PROPOSAL FOR MIG IN THE AMOUNT OF \$33,480 FOR CEQA SERVICES FOR MCCANN OPERATIONS CENTER PROJECT** District Engineer, Joubin Pakpour explained the scope of work. It was moved by Director Jordan, seconded by Director Glassman to approve the proposal with MIG in the amount of \$33,480. Motion approved unanimously – voice vote.
8. **SUPPLY COMMITTEE MEETING** General Manager, Phil Witt reported that the monitors will be left around Quarry Lake to continue measuring. EKI is preparing the final report for the information they have now and will update it after the rainy season. The District was not able to meet with the well driller. District Engineer, Joubin Pakpour reported that the next step for the well is to gather information from the well driller, EKI, and the Town to see what impacts the well will have on future developments. General Manager, Phil Witt reported that the District has communicated with Valley Water and has shown interest in becoming a water retailer.

9. **RESCHEDULE NOVEMBER 8<sup>th</sup>, 2023, BOARD MEETING** There was a board discussion. It was moved by Director Jordan, seconded by Director Ranganathan to reschedule the regular November 8<sup>th</sup>, 2023, Board meeting to November 15<sup>th</sup>, 2023. Motion approved unanimously – voice vote.
10. **RESOLUTION NO. 2023-04 ACCEPTING THE DUVAL WAY/ELENA RD/PADRE CT/SETON/JOSEFA LN WATER MAIN IMPROVEMENTS AS COMPLETE AND AUTHORIZE THE RECORDATION OF A NOTICE OF COMPLETION WITH THE SANTA CLARA COUNTY RECORDER** It was moved by Director Ranganathan, seconded by Director Holtz to approve resolution no. 2023-04. Motion approved unanimously – voice vote.
11. **APPROVE TASK ORDER 23-24-06 WITH PAKPOUR CONSULTING GROUP, INC. FOR ADDITIONAL SERVICE NO.1 IN THE AMOUNT OF \$29,711 FOR CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** Director Stone and Director Ranganathan recused themselves from the meeting room. District Engineer, Joubin Pakpour gave a presentation. It was moved by Director Holtz, seconded by Director Jordan to approve task order 23-24-06. Motion approved unanimously – voice vote.
12. **ENGINEER’S REPORT**
- A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reported that the 90% design is on schedule and is expected to be done by November or December.
- B. **WATER MAIN RATE OF RENEWAL** District Engineer, Joubin Pakpour presented the analysis. There was a board discussion.
13. **MANAGER’S REPORT** General Manager, Phil Witt reported that the grant for water supply has been submitted. AT&T and contractors visited the office and surveyed the property to see how Fiber will be installed. There is currently no set installation date. There was a break-in incident at McCann Yard on 9/4. A Board discussion followed.
- A. **FIELD REPORT**
- ▶ Collicut Energy Replaced the voltage regulator on the generator at Deer Creek Pump Station.
  - ▶ On 8/10 the District met with Cal Water staff and reviewed how the Robleda intertie is set up. At that time, the District received 498 units of water that the District had given in the past.
  - ▶ On 8/9 the District replaced a section of concrete that was removed during a main leak at Byrne Park and Deer Springs Way.
  - ▶ On 8/16 the District replaced a copper service line at 27474 Sunrise Farm Rd.
  - ▶ On 8/17 the District removed 3 fallen trees at La Cresta Tank Site.
  - ▶ On 8/21 and 8/24, the District had Rohbough’s Tree Service at Hungry Horse Tank Site. They completed clearing around the fence, removing dead brush and trimming the palm trees in front of the tank site.
  - ▶ In the month of August, the District tested 54 meters, installed 6 new meters and replaced 4 dials.
- B. **CUSTOMER COMMUNICATIONS** Nothing to report.

14. **DIRECTOR'S REPORT**

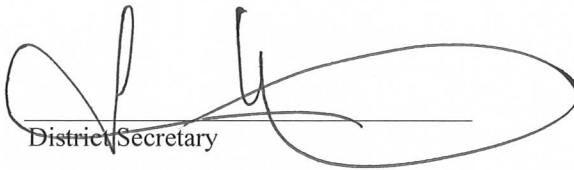
**A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics**

**B. Director Comments** Director Ranganthan updated that Foothill College will be getting a pool cover.

15. **AGENDA ITEMS FOR OCTOBER 11, 2023**

- ▶ Wells
- ▶ Valley Water Grants
- ▶ Submeter Committee

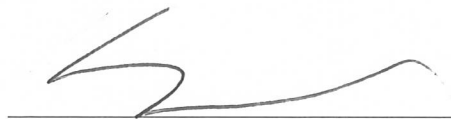
16. **ADJOURNMENT** It was moved by Director Jordan, seconded by Director Glassman to adjourn at 8:44 p.m.



District Secretary

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Approved:



Board President