

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

February 14, 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, Brian Holtz, and Essy Stone.

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, 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** It was moved by Director Jordan, seconded by Director Glassman to approve the consent calendar. Motion approved unanimously – voice vote.
4. **RESCHEDULE THE REGULAR MAY BOARD MEETING** It was moved by Director Jordan, seconded by Director Holtz to reschedule the regular May board meeting to May 15, 2024. Motion approved unanimously – voice vote.
5. **SUBMETER COMMITTEE MEETING** The draft policy was presented to the Board. Staff and the committee will continue to work on the draft and present it at the next meeting for approval.
6. **SUPPLY COMMITTEE MEETING** General Manager, Phil Witt, and Operations Manager, Anthony Stoloski, did an onsite visit and spoke with a homeowner with a well. The homeowner will provide samples from his well and run tests to compare water chemistry to the well sites the District identified. Quarry Lake is still flowing and will continue to be monitored for another year.
7. **APPROVE PURCHASE OF TWO TRUCKS FOR A SUM NOT TO EXCEED \$207,726.12** There was a board discussion. The Board is requesting that the District implement a vehicle replacement program policy. It was moved by Director Jordan, seconded by Director Holtz to approve the purchase of two new trucks. Motion approved (4-0) – voice vote. Director Glassman abstained.
8. **APPROVE TASK ORDER 23-24-07 WITH PAKPOUR CONSULTING GROUP, INC. FOR DESIGN SERVICES IN THE AMOUNT OF \$375,810 FOR WEST FREMONT ROAD WATER MAIN IMPROVEMENTS** General Manager, Phil Witt, presented the proposal. It was moved by Director Stone, seconded by Director Glassman to approve task order 23-24-07.
9. **ENGINEER'S REPORT**
 - A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project design is going out to bid for the March time frame. The design plans will be presented at the next Board meeting.

B. MCCANN OPERATION CENTER DESIGN District Engineer, Joubin Pakpour, reported that the application is with the planning department at the Town of Los Altos Hills. No planning commission hearing has been scheduled.

10. MANAGER'S REPORT General Manager, Phil Witt updated the Board with tier 2 allocations. Pakpour Consulting Group, Inc. requested a rate increase, and the increase was approved.

A. FIELD REPORT

- ▶ The District completed the installation of the new automatic gate at Neary Tank Site
- ▶ On 1/18, the District inspected an abandonment of an unused service line at 27800 Via Feliz.
- ▶ The District performed maintenance on the PAX feed pumps at Neary Tank Site.
- ▶ On 1/25, the District replaced a broken angle stop at 27220 Moody Rd.
- ▶ On 2/7, the District replaced a broken angle stop at 27460 Altamont Rd.
- ▶ The District completed 1 ARV upgrade.
- ▶ The District completed 2 inspections of backflow installations.
- ▶ The District started the Service Line Material Inventory.
 - The U.S. EPA's Lead and Copper Rule Revisions (LCRR) requires all California water systems to develop and submit a service line material inventory to the Division of Drinking Water (DDW) by October 16, 2024.

B. CUSTOMER COMMUNICATIONS Nothing to report.

11. DIRECTOR'S REPORT

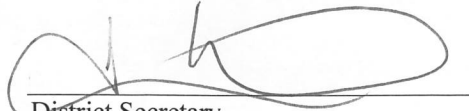
A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics Director Jordan reported on updated SFPUC report.

B. Director Comments

12. AGENDA ITEMS FOR MARCH 13, 2024


- ▶ Approval for electrical work for pump station
- ▶ ADU policy
- ▶ Electrical work at main pump station
- ▶ SCADA upgrades
- ▶ Updating Procurement Policy
- ▶ Approval to go advertise for Liddicoat project

13. ADJOURNMENT The meeting was adjourned at 8:42 p.m.



District Secretary

Approved:



Board President