

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

September 11, 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, Steve Jordan, and Essy Stone.

Staff Present: Phil Witt, General Manager; Brandon Laurie, Engineer, Pakpour Consulting Group; David S. Gehrig, 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 Jordan, seconded by Director Glassman to approve the consent calendar. Motion approved unanimously – voice vote.
4. **SUPPLY COMMITTEE MEETING** General Manager, Phil Witt noted there is a presentation from EKI in the packet.
5. **APPROVE CONTRACT WITH C.J. BROWN & COMPANY FOR FY24, FY25, and FY26 AUDITING SERVICES IN AN AMOUNT NOT TO EXCEED \$82,590** General Manager, Phil Witt discussed the selection of the new auditor. It was moved by Director Holtz, seconded by Director Jordan to approve the contract with C.J. Brown & Company. Motion approved (4 – 0) – voice vote. Director Glassman abstained.
6. **ENGINEER’S REPORT**
 - A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE, ARASTRADERO ROAD WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie, reported that the notice to proceed was sent to contractors for a starting date of 10/1/2024. The water main will be marked, and notices will be sent to homeowners in advance of that date.
 - B. **MCCANN OPERATION CENTER DESIGN** District Engineer, Brandon Laurie, reported that temporary story poles will be installed to see how the building will affect surrounding properties. Staff will talk to residents before erecting the poles. There will be 6 temporary poles at each corner of the building.
 - C. **WEST FREMONT, ST. FRANCIS WATER MAIN IMPROVEMENTS** District Engineer, Brandon Laurie, reported that the design is at about 80%. The Staff will be locating storm drains and sewers.
7. **MANAGER’S REPORT** General Manager, Phil Witt reported that the SyCal proposal will be brought to the October 9th meeting. The 5 year CIP strategic plan will be presented at the next meeting. The tier 2 document should be completed by the meeting in October.

A. FIELD REPORT

- ▶ On 8/8, the District installed a new 1" Service Line and Meter at 27790 Stirrup Way.
- ▶ The District upgraded 2 air release valves to the current standard.
- ▶ On 8/15, District Staff completed workplace violence training provided by Hanson Bridgett.
- ▶ On 8/19-8/21, the District had a PG&E outage at Page Mill Tank and Matadero PS. The backup battery allowed SCADA to continue to function without interruptions.
- ▶ On 8/29, the District started the Altamont electric gate project.
- ▶ The District completed 90% of the service line inventory for the Lead & Copper Revision Review (LCRR)
- ▶ The District had 3 trees removed at the Altamont Tank Site.

B. CUSTOMER COMMUNICATIONS Nothing to report.

8. DIRECTOR'S REPORT


A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics Director Stone will be attending the JPIA conference in December. Director Jordan reported that BAWSCA will be announcing the new General Manager.

B. Director Comments

9. AGENDA ITEMS FOR OCTOBER 9, 2024

- ▶ SyCal Proposal
- ▶ 5 Year CIP Plan
- ▶ Solar Options
- ▶ Funding for McCann

10. ADJOURNMENT The meeting was adjourned at 7:35 p.m.



District Secretary

Approved:



Board President