

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

**APRIL 14, 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, Peter Evans, and Essy Stone

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

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC** None
3. **CONSENT CALENDAR** It was moved by Director Jordan to approve the consent calendar. Motion approved unanimously (4-0) – roll call vote.
4. **APPROVAL FOR AMENDED FY 20-21 BUDGET** General Manager, Phil Witt presented an amended budget for fiscal year 2020-2021. It was decided that no action was needed for this item. General Manager, Phil Witt will report again next meeting to clarify the changes.
5. **APPROVE RESOLUTION 2021-01 AWARDED CONTRACT TO C2R ENGINEERING THE AMOUNT OF \$1,887,772 WITH A 5% CONTINGENCY FOR THE CONCEPCION, FREMONT ROAD WATER MAIN REPLACEMENT PROJECT** District Engineer, Joubin Pakpour reported that there were a total of 12 prospective bidders. Out of 12 prospective bidders, 9 firms submitted bids and the lowest responsive responsible bidder was C2R Engineering. The District Engineer explained steps taken to determine that C2R Engineering is capable and qualified to perform the work for the project and to evaluate the reasonability of the price. It was moved by Director Jordan, seconded by Director Stone to approve the agreement. Motion approved (4-0) roll call vote.
6. **APPROVE PAKPOUR CONSULTING GROUP PROPOSAL FOR CONSTRUCTION MANAGEMENT AND INSPECTION IN THE AMOUNT OF \$346,364 FOR CONCEPCION, FREMONT ROAD WATER MAIN REPLACEMENT PROJECT** District Engineer, Joubin Pakpour clarified that there is no resolution for the proposal. It was moved by Director Stone, seconded by Director Jordan to approve the proposal. Motion approved (4-0) roll call vote.

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7. **LONG TERM POWER OUTAGES** Director Evans expressed his concerns about preparedness for long term grid down. He suggested that the District should work on a goal to be able to operate with grid down for at least 7 to 10 days. General Manager, Phil Witt, noted that the District does have a 2-thousand-gallon underground diesel tank, which would be able to run the generators for the duration that was mentioned by Director Evans. President Holtz brought up his concerns for the SCADA system, which communicates with the pump generator to power on. General Manager, Phil Witt, acknowledged that there is a back up battery source but will research on what other power source options the District should explore. Operations Manager, Anthony Stoloski, also noted that the District is meeting with its PG&E account manager to change grids for the Deer Creek site.
  
8. **APPOINT DIRECTOR ON THE BAY AREA WATER SUPPLY & CONSERVATION AGENCY AND SF BAY AREA REGIONAL FINANCING AUTHORITY BOARDS** Director Jordan volunteered to serve another 4-year term. It was moved by President Holtz, seconded by Director Evans to appoint Director Jordan for the Bay Area Water Supply & Conservation Agency and SF Bay Area Regional Financing Authority Boards. Motion approved (4-0) roll call vote.
  
9. **ENGINEER'S REPORT**
  - ▶ **TAAFFE/ELENA/MOODY ROAD WATER MAIN REPLACEMENT** – District Engineer, Joubin Pakpour reported that there is no progress payment and nothing new to report. They are still waiting on better weather to place the slurry seal.
  
  - ▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENT** District Engineer, Joubin Pakpour, reported that the topographic survey is complete, and design has started. The project is on schedule and on budget.
  
  - ▶ **MAINTENANCE BUILDING** District Engineer, Joubin Pakpour, reported that they have been working on conceptual drawings to bring to the board.
  
10. **ATTORNEY'S REPORT** Nothing to report.
  
11. **MANAGER'S REPORT** General Manager, Phil Witt, reported that there were concerns brought up regarding the chemical TCE. He reassured the Board that there is zero TCE in the San Francisco water system. Additionally, he reported that the annual yearly audit is close to completion. The Koff organizational study has also been completed. He noted that the draft agreements were sent to LIFTOFF and Badger Meter and the District is waiting for their response. He also mentioned that he has reached out to a representative from West Yost for help with devising a Water Shortage Plan.

**A. FIELD REPORT**

- ▶ On 3/16 there was a leak on Saddle Mountain Dr. on the bottom of 6" ductile iron pipe that was repaired with a full circle clamp.
  
- ▶ On 3/22 there was a leak at Natoma and Black Mountain Rd. on 8" cast iron pipe that was repaired with 4ft of new ductile iron pipe and 2 sleeves.

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- ▶ On 3/24 there was a leak at 2106 Old Page Mill Rd. caused by a corroded saddle. The whole service was upgraded to the current District's standard.
- ▶ On 4/8 a 6" meter was installed at Zone 3 and Zone 4 PRV on Briones Way. This will allow the District to see if water is moving from Zone 4 is going to Zone 3. The ARV was also updated to the current District's standard.
- ▶ All 9 Tank Vent Fans were serviced. 2 of the motors needed to be replaced.
- ▶ Repairs were made to 3 broken angle meter stops.
- ▶ 2 new backflows were installed.

**B. CUSTOMER COMMUNICATION** Nothing to report.

**12. DIRECTOR'S REPORT**

- A. BAWSCA, Valley Water, ACWA/JPIA and other agency topics** Director Jordan expressed his concerns about the number of ADUs that are expected to be added to the District over the next ten years. The concern focuses on whether the District will need additional supply and what kind of back up the District would need in the case we are in another drought. A subcommittee was recommended to work on supply. Director Evans and Director Jordan volunteered for the subcommittee which was created by President Holtz.
- B. DIRECTOR'S COMMENT** Director Evans mentioned the meeting that took place for Los Altos Hill's ECC, stating that one of their agenda items was regarding installing an antenna at La Cresta tank site. President Holtz addressed the issue with chemicals found in water causing Parkinson's Disease. The District's is in compliance with the parts per bit standard.

**13. AGENDA ITEMS MAY 12, 2021**

- ▶ **Update from the Ad Hoc Water Supply Subcommittee**
- ▶ **Emergency backup water supply**
- ▶ **Update on rate consultant**
- ▶ **Update on budget**

**14. ADJOURNMENT** Meeting adjourned at 9:05pm.

