

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

June 8, 2022 Minutes

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

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

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; Samantha Vu, Office Manager/District Secretary; Cory Burkett, Billing Specialist; and Sheldon Chavan, Financial Consultant.

The Pledge of Allegiance was recited.

- 2. COMMENTS FROM THE PUBLIC** None
- 3. CONSENT CALENDAR** It was moved by Director Ranganathan, seconded by Director Holtz to approve the consent. Motion approved (5 – 0) – roll call vote.
- 4. ADOPT 2022 CAPITAL IMPROVEMENT PROJECT LIST** This item will be revisited in the July Board meeting. No action was taken.
- 5. APPROVE PROPOSED 2022-2023 BUDGET** It was moved by Director Ranganathan, seconded by Director Holtz to approve the proposed budget. Motion approved (5 – 0) – roll call vote.
- 6. CONSERVATION COMMITTEE REPORT** Operations Manager, Anthony Stoloski led the discussion regarding all conservation activities that took place in the month of May. A demo on water budgets showed that there is no single formular that would work for the properties in the District, due to the complexities and different water needs. A Board discussion followed.
- 7. SUPPLY COMMITTEE REPORT** Director Jordan led the discussion. EKI provided a ground water report to show where potential wells could be drilled. District Engineer, Joubin Pakpour chimed in, to state that recommendations will be made to the Board at the next Board meeting regarding the next steps. There was a discussion about SFPUC meters not reporting on the correct date due to the network outage.
- 8. APPROVE RESOLUTION 2022-08 ESTABLISHING THE APPROPRIATIONS LIMIT APPLICABLE TO THE DISTRICT DURING FY 2022-2023** It was moved by Director Ranganathan, seconded by Director Glassman to approve the appropriations limit. Motion approved (5 – 0) – roll call vote.
- 9. APPROVE ORDINANCE 2022-01 AN ORDINANCE ADOPTING A RESIDENTIAL WATER SERVICE TERMINATION POLICY AND AMENDING SECTIONS 15 AND 16 OF ARTICLE II OF ORDINANCE 82-1** There was a Board

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discussion. This item will be revisited during the July Board meeting with additional edits. No action was taken.

10. ENGINEER'S REPORT

▶ **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS, PROGRESS PAYMENT** District Engineer, Joubin Pakpour reported that the Town requested to delay the slurry seal process until the week of July 5th.

▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reported that C2R has been unable to secure material for the project due to industry wide shortages. The District also independently verified these shortages and is working with C2R on a delayed start date.

11. ATTORNEY'S REPORT Nothing to report.

12. MANAGER'S REPORT General Manager, Phil Witt, reported that there is a Fire District agreement with edits. General Manager, Phil Witt and Attorney, Catherine Groves will meet with the Fire District's counsel to discuss the edits.

A. FIELD REPORT

- ▶ On 5/12 the District cleaned Elena Tank. The tank was patched with new epoxy and put back in service on 5/20.
- ▶ On 5/24 the District installed a new FirstNet CradlePoint router at Neary Tank site. There will now be emergency Wi-Fi hotspot at the tank site along with communication to the Chloramine Booster Station.
- ▶ On 5/19 the District went to Coastside County Water for a demonstration of Cityworks and Trimble GPS.
- ▶ After replacing the valve at Matadero Pump Station, the District found a buried PRV on the cross-country portion of the main. This was not on the old maps.
- ▶ On 6/2 the District completed the replacement of the ARV on the cross-country from Matadero Pump Station and Country Way.
- ▶ The District installed 50 new LTE-M endpoints.
- ▶ The District installed a new 1 ½" meter and a 2" backflow at 19532 Natoma Oaks Ln.
- ▶ The District completed the yearly discing at Elena and Hungry Horse Tank sites. There were also goats at Altamont Tank site.

B. CUSTOMER COMMUNICATION Nothing to report.

13. DIRECTOR'S REPORT

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

B. DIRECTOR'S COMMENT

14. AGENDA ITEMS FOR JULY 13, 2022

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- ▶ **Fire District updates**
- ▶ **Remote meetings**
- ▶ **Grant application for wells/hydrant**
- ▶ **Reserve policy**
- ▶ **CIP List**
- ▶ **Water service termination policy**

15. **ADJOURNMENT** The meeting was moved by Director Holtz, seconded by Director Ranganathan to adjourn at 8:54 p.m.