

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

May 11, 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; Dave Gehrig 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. **HF&H PRIVATE HYDRANT FEES** John Farnkopf led this discussion. A Board discussion followed. No action was taken.
5. **APPROVE RESOLUTION 2022-03 ACCEPTING AS COMPLETE THE NATOMA OAKS SUBDIVISION WATER MAIN INSTALLATION** Operations Manager, Anthony Stoloski gave a review of the project. It was moved by Director Stone, seconded by Director Glassman to approve the resolution. Motion approved (5 – 0) – roll call vote.
6. **2020-2021 AUDIT REPORT** James Martha presented to the Board a report on the audit process for the District. Acceptance postponed until the Special Board Meeting on May 25th. No action was taken.
7. **CONSERVATION COMMITTEE REPORT** Operations Manager, Anthony Stoloski reported to the Board all the conservation activities during the month of April. The District might discuss potential of specified irrigation days in the future. Director Jordan commented on the high usage numbers.
8. **SUPPLY COMMITTEE REPORT** Director Jordan updated the Board with the EKI and wells situation. Operations Manager, Anthony Stoloski commented that the District will have the final groundwater report by next week. EKI has started their work on the surface water investigation at Quarry Lake. The next steps include finding the source and installing measuring devices at Hale Creek and the outfall of the lake. Operations Manager, Anthony Stoloski will contact local well owners to sample their water to be able to identify if groundwater is filling the Quarry. Andree Johnson from Woodard and Curran joined the discussion with Director Jordan and forecasted difference water usage scenarios.

PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
May 11, 2022

9. **APPROVE RESOLUTION 2022-04 APPROVING MINIMUM PURCHASE TRANSFER FROM THE CITY OF MOUNTAIN VIEW TO THE CITY OF EAST PALO ALTO** Director Jordan led the discussion. It was moved by Director Stone, seconded by Director Holtz. Motion approved (5 – 0) – roll call vote.
10. **APPROVE RESOLUTION 2022-05 AMENDMENT TO THE AMENDED AND RESTATED WATER SUPPLY AGREEMENT BETWEEN THE CCSF AND WHOLESALE CUSTOMERS** Director Jordan led the discussion. Director Jordan asked that the Board revisit this item at the Special Board Meeting on May 25th. No action was taken.
11. **UPDATES TO SHUT OFF POLICY FOR NON-PAYMENTS** Attorney, Dave Gehrig explained that the policy is not yet ready for acceptance. No action was taken.
12. **APPROVE RESOLUTION 2022-06 ADOPTING A MITIGATED NEGATIVE DECLARATION FOR THE DUVAL WAY/ELENA RD/PADRE CT/SETON/JOSEFA LN WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour led the discussion. It was moved by Director Ranganathan, seconded by Director Holtz to approve the resolution. Motion approved (5 – 0) – roll call vote.
13. **APPROVE RESOLUTION 2022-07 AWARDDING CONTRACT TO C2R ENGINEERING THE AMOUNT OF \$1,707,308.00 WITH A 5% CONTINGENCY FOR THE DUVAL WAY/ELENA RD/PADRE CT/SETON/JOSEFA LN WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour reviewed the result of the bid opening and the staff recommendation to dismiss the low bidder as non-responsive and award the project to C2R Engineering. It was moved by Director Ranganathan, seconded by Director Holtz to approve the resolution. Motion approved (5 – 0) – roll call vote.
14. **APPROVE TASK ORDER 21-22-10 WITH PAKPOUR CONSULTING GROUP PROPOSAL FOR PRE-CONSTRUCTING SERVICES IN THE AMOUNT OF \$0.00 FOR THE DUVAL WAY/ELENA RD/PADRE CT/SETON/JOSEFA LN WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour explained that the design phase was under budget and therefore the remaining budget will be used for pre-construction services A full construction management and inspection proposal will provided once the contractor submits a schedule. It was moved by Director Ranganathan, seconded by Director Holtz to approve task order 21-22-10. Motion approved (5 – 0) – roll call vote.
15. **APPROVE ADDITIONAL SERVICE REQUESTS NO.2 WITH EKI CONSULTANTS FOR ADDITIONAL SCOPE FOR GROUNDWATER REPORT IN THE AMOUNT OF \$10,000, TOTAL CONTRACT AMOUNT INCREASED TO \$42,000** District Engineer, Joubin Pakpour explained EKI consultants is requesting an increase to their budget for additional scope and services through the project. It was moved by Director Holtz, seconded by Director Ranganathan to approve the additional request no. 2. Motion approved (5 – 0) – roll call vote.
16. **ENGINEER’S REPORT**
 - ▶ **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS, PROGRESS PAYMENT** District Engineer, Joubin Pakpour reported that the project is almost complete. The last remaining item is the slurry seal of the roadway which will be completed was schedule for late May, early June, however it may be postponed due to due to elections at Town Hall.

PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
May 11, 2022

17. **ATTORNEY'S REPORT** Attorney, Dave Gehrig, discussed the District's financing options to acquire additional water and water rights.
18. **MANAGER'S REPORT** General Manager, Phil Witt, reported that the District may move onto the First Net Plan. He was invited by Duffy Price and attended the Women's Historic Committee at the Fremont Country Club. He mentioned potential of additional water supply from CalWater. One of the District's fleet vehicles has shown signs of failing, the District has interests in purchasing another truck with a cabin chassis.

A. FIELD REPORT

- ▶ On 4/12 the District upgraded 2 water services at 14336 and 14400 Liddicoat Circle. There were multiple leaks on 14336 Liddicoat's service line. Since there was corrosion on the copper, the District upgraded both services in the same trench.
- ▶ On 4/25 the District worked with SyCal on upgrading the wiring to the flow meter at Matadero Pump Station. This allows the District to see the flow at the Station via SCADA.
- ▶ On 4/28 the District repaired a Gate Valve at Anacapa Ct. The operating nut broke off and was stuck in the open position. The District replaced the stem with a new one from the manufacture.
- ▶ On 5/3 the District discovered a leak on an 8" cross country main from Matadero Pump Station to Country Way. When the pipe was shut off, it was found that that the valves would not fully shut down.
- ▶ On 5/9 the District scheduled to replace the 8" valve at Matadero Pump Station.
- ▶ On 5/5 the District completed the Designated Operators Training at the yard. This is required for the fuel tank on site.
- ▶ There was an outage on roughly 270 CDMA endpoints. This was nation wide and lasted approximately 7 days. This caused the District to stop endpoint switch outs.

B. CUSTOMER COMMUNICATION Nothing to report.

19. **DIRECTOR'S REPORT**

- A. BAWSCA, Valley Water, ACWA/JPIA and other agency topics** Director Stone recently attended the ACWA/JPIA meeting. Director Jordan has been occupied with BAWSCA regarding the tier 2 drought.

B. DIRECTOR'S COMMENT

20. **AGENDA ITEMS FOR MAY 11, 2022**

- ▶ **Fees structure**
- ▶ **Conservation committee**
- ▶ **BAWSCA Water Supply Amendment**

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

May 11, 2022

21. **ADJOURNMENT** The meeting was moved by Director Hotlz, seconded by Director Ranganathan to adjourn at 10:14 p.m.

