

PURISSIMA HILLS WATER DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS



FEBRUARY 14, 2007

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE:** President Seidel called the regular meeting of the Board of Directors to order at 6:30 p.m. in the District office.

Directors Present: President Daniel F. Seidel, Vice President Ernest Solomon, and Directors Robert N. Anderson, A. Richard Jones, and Gary C. Waldeck.

Staff Present: Patrick D. Walter, General Manager; Patrick T. Miyaki, Attorney; Joubin Pakpour, Engineer; and Lucy E. Xavier, District Secretary.

The Pledge of Allegiance was led by Director Waldeck.

2. **COMMENTS FROM THE PUBLIC:** No public was present.

3. **CONSENT CALENDAR:** Director Seidel requested that all items on the Consent Calendar be handled separately.

Item A, Approval of Minutes After the minutes had been amended, it was moved by Director Jones, seconded by Director Anderson, that the minutes of the regular meeting of January 10, 2007, be approved as amended. Motion carried unanimously—voice vote.

Item B, Approval and Ratification of Disbursements The Board reviewed a detailed listing of payables. It was then moved by Director Anderson, seconded by Director Solomon, that the January 2007 payables, checks numbered 18727 through 18820 in the amount of \$238,824.27, be approved and ratified. Motion carried unanimously—voice vote.

Item C, Financial Reports The Board directed that the financial reports be deferred to the Manager's Report.

4. **ENGINEER'S REPORT:**

A. LAHCFD Funding of Permanent Generator at District's Deer Creek Pump Station—Review and Approval of Agreement The Engineer reported that a search for consultants has begun. He noted that a contract had already been signed with a geotechnical firm to do exploratory borings in the area and that the geotechnical report would be ready by the end of February, with electrical design starting on March 1.

Mr. Pakpour also noted that an agreement for this project between the District and the Los Altos Hills County Fire District (LAHCFD) had been signed by the LAHCFD. The Attorney noted that the terms were satisfactory from a legal perspective. It was then moved by Director Anderson, seconded by Director Waldeck, that the agreement between the District and the LAHCFD that addresses key business terms and the partial funding of a new permanent generator by the LAHCFD at the Deer Creek Pump Station be approved. Motion carried unanimously—voice vote.

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B. LAHCFD Funding of Zone 2½ Phase I Project—Update and First Amendment to Agreement The Engineer reported that the project would be approved to go out to bid at the next Tuesday LAHCFD meeting. He noted that the Engineer's estimate is \$1.3 million and that the estimate included a few add-ons which are detailed on the First Amendment to the Agreement. He noted that these add-ons are smaller projects outside of the project scope which will be paid for by the District. The Engineer noted that the LAHCFD would be funding approximately \$1.2 million of this project. The Board reviewed the plans of the project.

C. Mains 2005 Project—Update The Engineer reported that the final portion of the Mains 2005 Project, increasing pipeline pressure on Elena Road, between Vinedo Court and Robleda Road, had been completed.

D. Draft Five-Year Capital Improvement Program The Engineer presented a draft five-year capital improvement program for the years 2007 through 2012. He said that at this time there are 13 projects which have not been prioritized. The Engineer then reviewed each project. He noted that once Staff receives comments from the Board, the draft will be finalized, projects prioritized, and an executive summary completed.

E. CIP Re-allocation of Budgeted Funds: The Manager noted that Staff feels it prudent to delay the Cal Water Interconnect Project in the current CIP and transfer those funds toward the purchase and installation of a new pump at the Deer Creek Pump Station. He explained that Deer Creek currently has three pumps which pump to Zone II and one that pumps to Zone III. The single Zone III pump runs 24/7 during the summer months. A fifth pump would pump water directly to Zone III and would provide redundancy.

The Manager asked for authorization to purchase a new pump and motor at this time to be used in the event that the sole Zone III pump fails now. He noted that several other parts of this project would need to be completed before the new pump could be installed permanently, such as concrete work, moving Zone II piping and plumbing for Zone III piping. Completing this project during the winter and spring months would be preferable so that Deer Creek would not have to be out of service at any time during the summer months. He also noted that the re-allocation of funds would not prevent the start of design work on the Cal Water Interconnect Project.

After discussion, it was moved by Director Seidel, seconded by Director Waldeck, that the Manager be authorized to proceed with initial work for the installation of a new Zone III pump and re-allocate necessary funds from the Cal Water Interconnect Project. Motion carried unanimously—voice vote.

5. WATER SUPPLY ALTERNATIVES:

A. Groundwater Project The Manager noted that he and Director Seidel would be meeting with Jim Flanagan, an engineer with the City of Palo Alto, at the end of the month. Mr. Flanagan had been instrumental in developing the EIR for Palo Alto's well reclamation and other projects. Director Seidel said they would be discussing opportunities that are in the interest of both the District and Palo Alto, such as participation in the well program, tie-ins and acquiring additional water.

B. Potential Purchase of Additional Water from the Santa Clara Valley Water District/California Water Service Company The Engineer noted that he had not had a chance to talk with Amy Fowler, Special Programs Engineer with the Santa Clara Valley Water District

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(SCVWD). Ms. Fowler is looking into the possibility of a contract between the SCVWD and the District for the purchase of water by the District.

6. MANAGER'S REPORT / COMMUNICATIONS ITEMS:

The Manager reviewed a financial report for July through December 2006, which summarized the financial position of the District. He then continued with the remainder of the items.

Field Report

- The District's Emergency Operations manual had been revised.
- The Evershine subdivision on La Paloma Road is installing a 12-inch main from the property to Wildcrest Lane, creating a loop for the District.
- No leaks occurred during the month of January.
- Five backflow prevention devices had been installed.

Customer Communications The Manager reported that due to lead and copper testing that had resulted in three failures out of 25 tests, the Department of Health Services had required the District to send out a notice to all its customers regarding lead in the drinking water. In response, several customers had called and had been told that small amounts of lead could be leaching out of their piping due to faucet fixtures but that lead is not in the water supply. He also said that a newsletter would be enclosed with the February bills explaining this, as well.

Operations Center—Update The Manager reported that punch list items were currently being completed. A drainage plan had been submitted to the Town and three trees required by the Town would be planted soon. He noted that a landscape architect had been hired who had developed a drought-tolerant landscaping plan.

Financial Reports The Manager reviewed the January 2007 reports for billing and consumption, income and expense, and investments.

7. DIRECTORS' REPORT:

BAWSCA Issues Director Seidel reported on a meeting he had attended in January of the Bay Area Water Supply and Conservation Agency.

Town of Los Altos Hills General Plan with Regard to Water Conservation Director Solomon noted that the Town Planning Commission had adopted the elements dealing with conservation and open space on February 1 and that suggested changes made by the General Manager had been incorporated. This will now go before the Town Council for approval.

Miscellaneous Director Jones reported on a seminar he had attended hosted by the Palo Alto Research Center. He said that the guest speaker was from a management company that had succeeded in greatly reducing water and energy in the building it managed.

Agenda Item Requests The Board identified agenda items for the March 2007 meeting. Director Jones said that at some point, he would like to give a rate structure power point presentation.

8. STRATEGIC PLANNING FOR THE DISTRICT—GOALS AND OBJECTIVES: Director Anderson proposed that the Board hold a separate meeting to discuss this matter. After discussion, it was directed that a special Board meeting be held on Friday, March 9, at 2:00.

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9. **ADJOURNMENT:** The meeting was adjourned at 9:00 p.m. to reconvene at a special Board meeting on March 9, 2007, at 2:00 p.m. in the District office.

Respectfully submitted

Lucy E. Xavier

Lucy E. Xavier, District Secretary

Approved: *Daniel F. Seidel*
Daniel F. Seidel, President