

**JUNE 13, 2007**

**WORKSHOP:**

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE:** President Seidel called the workshop to order at 5:17 p.m. in the District office.

Directors Present: President Daniel F. Seidel and Directors Robert N. Anderson, A. Richard Jones and Gary C. Waldeck. Vice President Ernest Solomon arrived at 7:40 p.m.

Staff Present: Patrick D. Walter, General Manager; and Lucy E. Xavier, District Secretary.

Patrick T. Miyaki, Attorney; and Joubin Pakpour, Engineer; arrived at 6:30 p.m.

The Pledge of Allegiance was recited.

2. **STRATEGIC PLANNING FOR THE DISTRICT:** The Board continued their review of the draft document which is a compilation of each Director's work on an individual objective/goal.

The financial aspect of the District was the topic of this workshop. The Board requested that the Manager and Engineer furnish a replacement value of the District's facilities, excluding land value, and for the District Secretary to give to the Board copies of all resolutions and ordinances regarding policy for future reference.

**REGULAR MEETING (6:37 p.m.):**

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

2. **CONSENT CALENDAR:** It was moved by Director Anderson, seconded by Director Waldeck, that all items on the Consent Calendar be approved. Motion carried unanimously—voice vote.

A. Approval of Minutes: Special Meeting of April 6, 2007  
Regular Meeting of April 11, 2007  
Regular Meeting of May 9, 2007

B. Approval and Ratification of Disbursements: May 2007—\$314,892.14

C. Financial Reports: Income and Capital Improvement  
Revenues and Expenditures  
Balance Sheet  
Consumption and Billing  
Investments

3. **ELENA ROAD WATER MAIN PROJECT:** The Engineer reviewed his memo of June 8, 2007, which included a punch list. He noted that all work had been completed in accordance with the contract and recommended acceptance of the project. After discussion, it was moved by Director Anderson, seconded by Director Jones, that Resolution 2007-6, attached hereto, accepting as complete the construction of the Elena Road water main project and authorizing the recordation of a notice of completion, be adopted. Motion carried—roll call vote.

Ayes: Directors Anderson, Jones, Seidel, and Waldeck  
Noes: None  
Absent: Director Solomon

4. **DISCUSSION TO SUPPORT AB 559:** At the May meeting, a resident of Palo Alto had asked that the Board support AB 559, introduced by Assembly Member Ira Ruskin, which would establish a study of chloramines with regard to public safety. Director Seidel reported that this bill had failed in committee and, therefore, he felt there was no need for discussion by the Board.

5. **ENGINEER'S REPORT:**

A. **Permanent Generator at Deer Creek Pump Station** The Engineer reported that an environmental firm had been hired to prepare the CEQA documents. He noted that the design is moving forward and should be ready for Board review in 60 days.

B. **Zone 2½ Phase I Project** The Engineer reported that the Fire District was happy with the contractor and that the project was proceeding smoothly and was on budget. He then showed project pictures to the Board, as well as a video showing the horizontal directional drilling (HDD) of the ductile iron pipe between Horseshoe Court and Beaver Lane.

C. **Five-Year Capital Improvement Program Presentation** The Engineer noted that he was still working on the project and would have the presentation ready for the next Board meeting.

D. **Arastradero Road Main Replacement** The Engineer reported that on May 30<sup>th</sup>, a leak had occurred on Arastradero Road (in the vicinity of another leak which had occurred approximately 18 months earlier). He said that this section of main was taken out of service due to the location and deteriorating condition of the pipe and that customers on Horseshoe Court and Lane are being provided water through a fire hose connected to a blow off on Beaver Lane.

He noted that this main runs parallel to the main being installed for the Zone 2½ Phase I Project. He said that Staff recommends replacing this section with ductile iron pipe not only because of its deteriorating condition, but also because of the following:

- The location of the main is seven feet deep.
- Heavy traffic because Arastradero is one of the main arterial streets.
- The street is paved with 12 inches of cement treated base (CTB) and 12 inches of asphalt.
- If another leak occurs, it may cause considerable undermining of the road because the water would not be able to penetrate the CTB and asphalt.

The Engineer noted that Staff proposes that this project be added on to the Fire District contract for the Zone 2½ Phase I Project as a second amendment and that the Fire District had already agreed to this proposal. He then reviewed his memo of June 8<sup>th</sup> which detailed the construction estimate for this project at \$60,000 for 280 linear feet of main and appurtenances. The Engineer noted that the Water District would pay for this portion of the project.

After discussion, it was moved by Director Anderson, seconded by Director Waldeck, that the Arastradero Road Main Replacement project be added to the Fire District's Zone 2½ Phase I Project as a second amendment paid for by the Water District. Motion carried unanimously—voice vote.

6. **LANDSCAPE PRESENTATION:** Ms. Stephanie Morris, landscape architect, gave the Board a presentation of the landscaping plan, which had been developed several months prior, for the District's new Operations Center.

**JUNE 13, 2007**

She noted that the goals that had been presented to her had been to design a demonstration garden which would work for a residential area, as well, so that customers might implement some parts of the landscaping for their own use; and also to acknowledge the landscaping around the Town Hall and work some of those plantings into the District's design. She noted that the tallest plantings, 4-5 feet tall, will screen the building on the Concepcion Road side; plantings will also hide the backflow prevention device and the fire service; and trees and plantings will screen the building on the Esperanza Drive side.

Director Seidel requested that plants not be placed too close to the building so that there is easy access for painting. He also noted that the District may develop the test well to use for irrigation. Ms. Morris said that most drought tolerant plants do better with less acidic water. She said a soils sample and well water sample could be taken to see if there is any incompatibility between the two.

The Manager noted that the neighbor on Esperanza Drive did not like the color of the flagstone which goes from the building to the curb which faces her house. The Board also discussed this neighbor's other concerns regarding trees and screening. Director Solomon voiced his concern about the density of the plantings. Ms. Morris noted that the plan does call for a more filled in look, but suggested planting less at first and then filling in as needed.

The Manager noted that a small patio was envisioned off the kitchen. Director Seidel said that this should be discussed with the architect because it is an architectural addition to the building. Board and Staff discussed the labeling of plantings and/or having a list available inside the office. The Manager noted that all planting would take place in the fall.

**5. ENGINEER'S REPORT (Cont.):**

E. Deer Creek Pump Station Structural Evaluation The Engineer noted that several months prior, the Board had approved the installation of a new Zone 3 pump at the Deer Creek pump station. Because this installation would require cutting a hole in the roof, Staff had taken this opportunity to hire a structural engineer to perform a full structural evaluation of this critical facility. Fortunately, only a minimal modification was required to bring the building up to current code, which was to install tie-ins from the roof to the masonry walls. The Engineer said that the report indicated that, overall, the building is in good shape.

The Board discussed fire protection and directed that Staff obtain quotes for a fire suppression system for the pump station.

F. Hungry Horse Tank Inspection Report The Engineer reported that the report was completed and a final copy would be available to the Board at the end of the week.

Miscellaneous The Engineer noted that Staff was working on the draft loan agreement between the Los Altos Hills County Fire District and the District for the Zone 2½ Phase II Project.

**7. WATER SUPPLY ALTERNATIVES:**

A. Potential Purchase of Additional Water from the Santa Clara Valley Water District/California Water Service Company The Manager noted that he had spoken with the Manager of the Los Altos office of the California Water Service to discuss Cal Water system pressures. The Engineer noted that he and the Manager would be meeting with other representatives of Cal Water on June 25<sup>th</sup> for further discussions.

B. Intertie with the City of Palo Alto The Engineer reported that today he and the Manager had met with three Palo Alto staff technical engineers and that the meeting had been very productive. Various intertie scenarios were discussed. He noted that the head of utilities for the City of Palo Alto does not have any objections to the project conceptually. The Engineer said that he and the Manager will now prepare a request letter and an exhibit showing the location of the intertie which would most benefit the District—at the corner of Fremont Road, Arastradero Road, and Hillview Avenue.

C. Disposition of Monitoring Well on Town Hall Property At the last meeting, the Board had directed Staff to find out what the cost would be to finish the District's monitoring well on Town Hall property in order for it to be used for District, and possibly Town Hall, landscaping.

The Engineer now reviewed an email he had received from Martin Feeney, a hydrogeologist, who had reviewed the well records and indicated that the well could likely be used for irrigation, although there were many factors to consider, such as soil texture, drainage conditions, irrigation method, etc. After discussion, the Board directed that the District hire a contractor to clean out the well and obtain new samples of the water. The Attorney reminded the Board that the District holds an easement for a monitoring well in a different location on Town Hall property and that the easement would need to be amended to show the new location of the monitoring well.

8. **REVIEW OF PROPOSED BUDGET FOR 2007-2008:** The Manager reviewed the proposed budget. After discussion, the Board directed that a workshop meeting be held before the next regular meeting to discuss the budget in more detail and to review rate options for a possible rate increase.

9. **MANAGER'S REPORT / COMMUNICATIONS ITEMS:**

Field Report

- Goats had been brought in by the Fire District for fire control. The goat herder and goats were staying at the District's Altamont tank site.
- Installation of the Elena tank drain was complete.
- Lead and copper testing had been completed. Results were not yet in.
- A hydrant installation at Foothill College had been inspected by District crews.
- A tabletop emergency training session had been held for the District employees.
- The District had purchased NSF fire hose to be used in emergencies.
- A new pump control valve had been installed at the Matadero pump station.
- A fire hydrant had been hit by a vehicle on Wright Way.
- District crews had received traffic control training.
- District crews were inspecting the main installation for the new Horton subdivision.
- A main break had occurred on Weston Road caused by a saddle break on an AC main.

Status of Town of Los Altos Hills Emergency Communications Antenna The Manager reported that a structural engineer had inspected the antenna which is located next to the tank at the La Cresta site with regard to wind and seismic loadings, and interaction with the tank. The structural engineer had found that the foundation is too small for a 60 foot tower and suggested two potential alternatives—build a new larger foundation or modify the existing foundation with the addition of drilled piers. Two other alternatives discussed involved the relocation of the antenna tower and sizing the antenna tower to fit the existing foundation. The Manager said Staff would report back to the Board next month regarding this issue.

**JUNE 13, 2007**

Customer Communications See comment under Item 6, Landscape Presentation (neighbor's objection to the flagstone).

Artists Show Proposal The District Secretary said that Ms. Karen Drucker with *Artists Beyond Obvious* had asked if the District would be interested in her group supplying paintings for the Operations Center. The Board's consensus was that paintings or pictures in the office should be more District and water related and asked the Secretary to thank Ms. Drucker for the offer.

10. **DIRECTORS' REPORT:**

Miscellaneous Director Seidel commended the Manager and field crew on the fine job that was being done with regard to safety. This was in response to the yearly inspection report by the District's insurance carrier. Director Anderson reported on a tour he had taken of the Shasta Dam. Director Solomon reported on meetings he had attended at the Association of California Water Agencies/Joint Powers Insurance Authority conference.

BAWSCA Issues Director Seidel reported on a meeting of the Bay Area Water Supply and Conservation Agency he had attended on June 14<sup>th</sup>.

Landscaping Guidelines Director Waldeck reported that he had been asked by the Town committee, Subcommittee on Water Conservation, to update the District's Landscaping Guidelines. He said he had worked with the Manager and the District's Conservation Specialist on this and asked the Board to review the document before submitting it to the Town's Planning Commission. This document will be given out by the Town to new residents.

Agenda Item Requests The Board identified agenda items for the July 2007 meeting.

12. **ADJOURNMENT:** The meeting was adjourned at 10:00 p.m. to reconvene at a workshop meeting on July 17, 2007, at 5:00 p.m. to be followed by the regular Board meeting at 6:30 p.m. in the District office.

Respectfully submitted

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Lucy E. Xavier, District Secretary

Approved: s/\_\_\_\_\_  
Daniel F. Seidel, President