

PURISSIMA HILLS WATER DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

MARCH 14, 2012



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

Directors Present: President Brian Holtz, Vice President Stephen A. Jordan, and Directors Robert N. Anderson, Gary Kremen, and Ernest Solomon.

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

The Pledge of Allegiance was recited.

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

3. **CONSENT CALENDAR:** It was moved by Director Anderson, seconded by Director Kremen, that the Consent Calendar be approved. Motion carried unanimously—voice vote.

- A. Approval of Minutes: Regular Meeting of February 8, 2012
- B. Approval and Ratification of February 2012 Disbursements—\$297,557.12
- C. Financial Reports for February 2012: Income and Capital Improvement Plan
Revenues and Expenditures
Balance Sheet
Consumption and Billing
Investments

4. **REVIEW OF DRAFT RATE PRESENTATION FOR PUBLIC HEARING ON APRIL 11, 2012:** The Engineer reviewed his draft presentation which will be given at the public hearing before the Board votes on the rate increase. Board and Staff suggested minor changes to the presentation.

5. **ENGINEER'S REPORT:**

A. **Water Tank Seismic Improvements** The Engineer reported that the Seismic Study advisory committee, comprised of Directors Holtz and Solomon, had met to review the structural engineer's seismic study on all tanks and that the committee and Staff were working to condense the study to a one page summary. The committee will try to meet again before the April Board meeting to prioritize each tank for seismic upgrading.

B. **McCann Pump Station Upgrades** The Engineer reported that the contractor had been given the Notice to Proceed and that project materials would be delivered the next Monday.

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6. **WATER SUPPLY AUGMENTATION—QUARRY HILLS LAKE WATER:** The Attorney reported that he had followed up on Director Solomon's suggestion to contact both the California Emergency Management Agency and the Santa Clara County Office of Emergency Services for recommendations on how to obtain authority to access a local water source in the event of an emergency. Neither agency had responded but the Attorney said he would continue to contact them.

7. **DISTRICT ELECTIONS—NOVEMBER 6, 2012:**

A. **Resolution 2012-3—Request for and Consent to Consolidation of Elections**
The District Secretary reviewed Resolution 2012-3. It was moved by Director Anderson, seconded by Director Solomon, that Resolution 2012-3, attached hereto, requesting and consenting to consolidation of elections, be adopted. Motion carried—roll call vote.

Ayes: Directors Anderson, Holtz, Jordan, Kremen, and Solomon
Noes: None
Absent: None

B. **Review of Specifications of the Election Order** The Board then reviewed the Specifications of the Election Order which describes how candidates' statements are paid. Currently, the candidate pays 50 percent for the cost of printing a 200 word statement and the District pays 50 percent.

After discussion, it was moved by Director Holtz, seconded by Director Kremen, that the candidate pay the full cost of printing. Motion failed. It was then moved by Director Jordan that the District pay the full cost. Motion died for lack of a second. Therefore, no changes were made to the Specifications of the Election Order.

8. **REVIEW OF DISTRICT ADVISORY COMMITTEES:** The Board reviewed a list of advisory committees that had been formed, each of these committees comprised of two Directors. The Attorney noted that ad hoc, or advisory committees, should not be active longer than six months. After discussion, the Board determined which committees were no longer necessary and which were still active.

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

A. **Field Report** The Manager reported the following:

- A new mag meter was installed at the Altamont pump station, as the old one had stopped working.
- District crews were enlarging the storm drain at the McCann tank site.
- District crews were inspecting water facility installations at Palomino Place.
- District crews were assisting the Los Altos Hills County Fire District in shutting down residences for replacement of fire hydrants.
- Two leaks had occurred—one on Palo Hills Drive, believed to be caused by either a street sweeper or contractor stealing water from a fire hydrant, and the other leak caused by a split on a cast iron pipe on Briones Court.

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B. Water Tank Sites The Manager reported that a quote had been received for the installation of an automatic gate and push button entry pad at the La Cresta tank site and that the contractor would start the project next month.

C. Customer Communications The Manager noted that three protest letters had been received with regard to the rate increase.

D. Issues Related to State Water Project The Manager reported on upcoming meetings between other agencies and the Santa Clara Valley Water District regarding the State Water Project tax. He noted that the District will be exploring its right with regard to this matter, as well.

E. Los Altos Hills County Fire District The Manager noted that a meeting had been held with the representatives of the Los Altos Hills County Fire District (LAHCFD), District Staff, and the District's Los Altos Hills County Fire District advisory committee, comprised of Directors Jordan and Kremen. The Manager reported on the issues which had been discussed.

10. **DIRECTORS' REPORT:**

A. Bay Area Water Supply and Conservation Agency (BAWSCA) Issues Director Anderson noted that the BAWSCA Board meeting was the next evening. He then reported on other BAWSCA issues of interest to the Board.

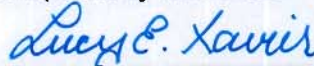
B. Participation of District in 2012 Great California Shake Out Director Solomon noted that California will be involved in a statewide earthquake drill on October 18, 2012. He said that it would be beneficial for the District to participate in order to learn how other agencies respond in a major earthquake. The Manager said that, as the date gets closer, he will get back to the Board regarding the District's participation.

C. Directors' Comments Board members commented on matters of interest to the Board.

D. Agenda Item Requests The Board identified agenda items for the April 11, 2012, meeting.

11. **ADJOURNMENT:** The meeting was adjourned at 8:35 p.m. to reconvene next at the regular meeting on April 11, 2012, at 6:30 p.m., at the District's office.

Respectfully submitted



Lucy E. Xavier, District Secretary

Approved: 
Brian Holtz, President