

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

August 2013 Minutes

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

Directors Present: Directors Robert N. Anderson, Ernest Solomon, Brian Holtz, and Gary Kremen.
President Jordan via teleconference.

Staff Present: Patrick D. Walter, General Manager; Joubin Pakpour, Engineer; David Gehrig,
Attorney, Hanson Bridgett; and Ray Collins, Office Manager/District Secretary

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC.** No members of the public were present.

3. **CONSENT CALENDAR**

It was moved by Director Anderson, seconded by Director Solomon, to approve the Consent Calendar as amended. Motion carried – voice vote.

4. **DISBURSEMENTS COMMITTEE RECOMMENDATION (Directors Holtz and Kremen)**

Director Holtz reported that the Disbursements Committee reviewed and discussed the District's payment processes, and recommends approval of Resolution 2013-9 Adopting Procedures For Payment Of Disbursements because it improves the convenience and efficiency of monthly payment approvals.

5. **RESOLUTION 2013-9 ADOPTING PROCEDURES FOR PAYMENT OF DISBURSEMENTS**

It was moved by Director Anderson, seconded by Director Solomon, to approve Resolution 2013-9 Adopting Procedures for Payment of Disbursements as amended. Motion carried – roll call vote.

AYES: Directors Jordan, Solomon, Holtz, Anderson, Kremen

NOES: None

ABSENT: None

6. **ADOPT 5 YEAR CAPITAL IMPROVEMENT PROGRAM** The Engineer explained that the 5 year Capital Improvement Program is a guideline, and that during the annual budget process the General Manager will present to the Board the projected costs and schedule for each project. The Engineer had not received any comments on the draft 5 year Capital Improvement Program handed out at the last meeting. It was moved by Director Anderson, seconded by Director Solomon, to adopt the 5 Year Capital Improvement Program.

Motion carried – voice vote.

7. **ENGINEER'S REPORT**

A. **ADOPTING A MITIGATED NEGATIVE DECLARATION FOR THE NEARY TANK**

UTILIZATION PROJECT The Engineer explained that the report required by the California Environmental Quality Act (CEQA) for the Neary Tank project was completed without comments or issue, and the mitigated action is due to the possibility of encountering the remnants of graves from early settlers near Moody Rd. An archeologist will be on site while the contractor is digging in this area. The Engineer recommended approval of Resolution 2013-10.

B. **RESOLUTION 2013-10 ADOPTING A MITIGATED NEGATIVE DECLARATION FOR THE NEARY TANK UTILIZATION PROJECT.**

It was moved by Director Anderson, seconded by Director Solomon, to approve Resolution 2013-10 Adopting A Mitigated Negative Declaration For the Neary Tank Utilization Project.

Motion carried – roll call vote.

AYES: Directors Jordan, Solomon, Holtz, Anderson, Kremen

NOES: None

ABSENT: None

C. APPROVING PLANS AND SPECIFICATIONS FOR CONSTRUCTION OF THE NEARY TANK UTILIZATION PROJECT PHASE 1; AUTHORIZING ADVERTISEMENT FOR BID. The Engineer explained that the plans are complete, and the work meets the commitment to the Los Altos Hills County Fire District (LAHCFD). The estimate for the pipeline work is \$1.5 million. He noted that the LAHCFD, which has committed funds to the project, will be regularly updated and invoiced as costs occur. He recommended approval of Resolution 2013-11.

D. RESOLUTION 2013-11 APPROVING PLANS AND SPECIFICATIONS FOR CONSTRUCTION OF THE NEARY TANK UTILIZATION PROJECT PHASE I.

It was moved by Director Holtz, seconded by Director Jordan, to approve Resolution 2013-11 Approving Plans and specifications for Construction of The Neary Tank Utilization Project Phase 1; Authorizing Advertisement for Bid.

Motion carried – roll call vote.

AYES: Directors Jordan, Solomon, Holtz, Anderson, Kremen

NOES: None

ABSENT: None

8. MANAGER'S REPORT

A. WATER TANK SITES

1. STATUS OF SEISMIC UPGRADES La Cresta Tank will be complete after installation of the flush cleanout, Neary Tank is approximately 50% complete and is under reconstruction. In Fall 2013, work will start on seismic upgrades on Elena and Altamont tanks which will complete the District's seismic upgrades.

B. FIELD REPORT: The crew inspected fire hydrants that were installed at Foothill College, installed three-valve sets on main pipe at Todd Lane at La Paloma and also on Sunrise Farm at Black Mountain Road, and replaced the stems on two broken valves. We are working with LAHCFD and Pakpour engineers on hydrant replacement projects, and working with welders at La Cresta and Neary tanks.

C. CUSTOMER COMMUNICATIONS None.

9. DIRECTORS' REPORT

A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES. Director Anderson reported that BAWSCA promoted Nicole Sandkulla, its Water Resource Planning Manager, to be the next CEO. Director Anderson will attend the Fall 2013 ACWA/JPIA conference in Los Angeles, CA. He also provided an article "Index to Track the Ebb and Flow of Water Costs" that reports on a new investment strategy based on an index of water costs.

B. DIRECTORS' COMMENTS

Director Holtz reported that the Pension Committee (Directors Holtz and Solomon) had met and will report its recommendations at the September 12, 2013 meeting. Director Kremen reported that his new water conservation enterprise raised substantial funding. The Engineer provided a sample of label material that could be installed on fire hydrants to warn against illegal access of water from hydrants. He also provided a summary report comparing PHWD rates with the rates of other Districts and pointed out that PHWD rates have decreased relative to the other agencies current rates.

C. AGENDA ITEMS FOR SEPTEMBER 11, 2013 BOARD MEETING

Disband the Disbursements Committee (Directors Holtz and Kremen)

Report from the Pension Committee (Directors Holtz and Solomon)

LAFCO meeting attendance and membership

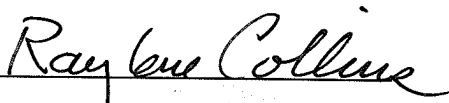
10. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

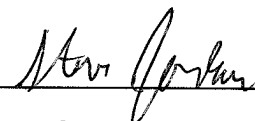
Initiation of litigation pursuant to subdivision (c) of Section 54956.9 (one potential case). No Action Taken.

11. ADJOURNMENT It was moved by Director Anderson, seconded by Director Kremen, to adjourn the meeting. Motion carried – voice vote. Meeting adjourned at 8:00 p.m.

Respectfully submitted



Raylene Collins, District Secretary

Approved: 
Steve Jordan, President