

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

JUNE 11, 2014 Minutes

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

Directors Present: Directors Ernest Solomon, Robert N. Anderson, Brian Holtz, and Steve Jordan
Staff Present: Patrick D. Walter, General Manager, Joubin Pakpour, Engineer; David Gehrig, Attorney; Hanson Bridgett; and Raylene Collins, Office Manager/District Secretary
2. **COMMENTS FROM THE PUBLIC** Los Altos Hills resident and financial consultant for the Town Allan Epstein attended.
3. **CONSENT CALENDAR**
It was moved by Director Anderson, seconded by Director Jordan, to approve the Consent Calendar. Motion approved unanimously, voice vote.
4. **POSSIBLE CANCELLATION OF REGULAR BOARD MEETING AUGUST 13 OR DECEMBER 10, 2014** No action taken.
5. **APPOINTING THE DISTRICT SECRETARY TO BE THE ACCOUNT MANAGER OF THE DISTRICT CREDIT CARD**
It was moved by Director Anderson, seconded by Director Holtz, to appoint the District Secretary to be the account manager of the District credit card. Motion approved unanimously, voice vote.
6. **ADOPTION OF RESOLUTION 2014-04 ESTABLISHING THE APPROPRIATIONS LIMIT APPLICABLE TO THE DISTRICT DURING FISCAL YEAR 2014-2015**
It was moved by Director Anderson, seconded by Director Holtz, to adopt Resolution 2014-04 pursuant to clarification and review by the General Manager.
AYES: Anderson, Holtz, Jordan, Solomon
NOES: None
ABSENT: Director Kremen
7. **BUDGET FISCAL YEAR 2014-2015** The General Manager explained the forecast of water demand and projected increases in cost. He also discussed the capital improvement program. The Board will review the budget and send their comments to the General Manager. An updated Budget will be provided for the Board's review at the July 9, 2014 regular meeting.

GK

8. ENGINEER'S REPORT

- A. NEARY TANK UTILIZATION PROJECT PHASE I** The water main is 100% in operation and is operating as modeled. Final stages such as paving, slurry seal, striping, and punch list items will be complete by mid June.
- B. NEARY TANK UTILIZATION PROJECT PHASE II** The project is 90% complete. The Engineer noted that the welding quality is impeccable, though behind schedule on due to the time spent on reinforcing and adjusting the bent and swayed rafters. The project is expected to be finished by June 30, 2014.

C. COST SHARING PROPOSAL TO THE LOS ALTOS HILLS COUNTY

FIRE DISTRICT FOR PAGE MILL TANK RETROFIT The Engineer and General Manager proposed the two Page Mill Tank retrofit options to the LAHCFD Commission at it's May meeting. The proposal outlined improvements where the District could operate the tank up to 23ft, full capacity 423,000 gallons for a cost of \$850,000 which PHWD proposes to share (\$300,000 PHWD and \$550,000 LAHCFD). The LAHCFD Commission declined that cost share proposal and counter offered a 50/50 cost share of \$425,000 each. It was moved by Director Anderson, and seconded by Director Holtz, to decline the LAHCFD counter offer and reiterate to the LAHCFD Commission the initial proposal. Motion Approved unanimously, voice vote. The General Manager will bring this response to the LAHCFD Commission at it July 2014 meeting.

9. MANAGER'S REPORT

- A. CUSTOMER ENGAGEMENT PROGRAM** The District Secretary reported that the DropCountr App for iPhones that allows customers to track water usage and goals will be ready for a test pilot for the Board members and select customers in mid July 2014.
- B. CUSTOMER COMMUNICATIONS** The General Manager discussed a complaint email from a customer.
- C. WATER TANK SITES** Nothing to report

B. FIELD REPORT

- Installed two pump control valves at Altamont Tank
- Completed installing a new main on Lupine; tie-ins to be complete within the week
- Inspected Neary pipeline and tank

10. DIRECTORS' REPORT

- A. REPORT FROM CYBER SECURITY COMMITTEE** (Holtz and Jordan) The Committee met with the General Manager and the District's new IT consultant Stepford. They agreed to substantially improve security; upgraded firewalls will be installed in early June 2014. The General Manager is preparing a decision matrix to determine priority equipment for the system.

(GK)

B. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES Director Anderson reported on reservoir storage. He noted that the District's exhibit booth at the Town Picnic held June 1 attracted a lot of visitors.

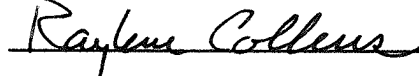
C. DIRECTORS' COMMENTS Director Holtz questioned if water pipes could share trenches with the Town's utility undergrounding project.

D. AGENDA ITEMS FOR JULY 9, 2014 BOARD MEETING

- Page Mill Tank Cost Sharing
- Draft Budget
- Neary Tank Phase I close out

11. ADJOURNMENT Meeting adjourned at 8:45 pm.

Respectfully submitted



Raylene Collins, District Secretary

Approved: _____

Gary Kremen, President

