

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

NOVEMBER 12, 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 (by telephone)
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** Peter Evans attended. Mr. Evans is the new appointed Board Member who will be sworn into office on or after December 5, 2014. Also attending was Gary Kremen, prior Board Member.

3. **CONSENT CALENDAR**
It was moved by Director Anderson, seconded by Director Holtz, to approve the Consent Calendar. Motion approved unanimously - voice vote.

4. **APPOINTMENT TO THE BOARD AND OATH OF OFFICE FOR PETER EVANS**
No action taken.

5. **FY 2013/2014 AUDIT DRAFT REPORT** Chris Brown, Senior Manager with Charles Z. Fedak & Company, presented the FYE 2014 Audit Results. He discussed the Audit Process, the types of Audit Reports provided, and the Financial Highlights which include a condensed statement of revenues, expenses and changes in net position. It was moved by Director Holtz, seconded by Director Jordan, to accept the FY2013/2014 Audit Report. Motion approved unanimously – voice vote.

6. **DISCUSSION OF RATE ADJUSTMENT IN RESPONSE TO CONTINUED DROUGHT**
The General Manager recommended that rates should not increase at this time for several reasons: 1) the financial projections were revised to reflect a demand hardening and increased revenue during the winter months; 2) if the drought worsens, the San Francisco Public Utility Commission (SFPUC) could institute a mandatory 20% reduction with penalty charges and an increase in rates would most likely be required at that time; 3) due to the low usage, SFPUC will need to recoup revenue for fiscal year 2015-16 that may spike next year's rate; 4) if the drought subsides, then increased revenue would be expected next summer; and 5) an increase in rates in response to the District's low revenues will appear to customers to be a unfair response to their efforts to conserve.

7. **ENGINEER'S REPORT**
 - A. **PAGE MILL TANK RETROFIT UPDATE AND COST SHARING AGREEMENT WITH LOS ALTOS HILLS COUNTY FIRE DISTRICT (LAHCFD) FOR SEISMIC RETROFIT** The General Manager discussed the provisions of the agreement. It will be presented to the LAHCFD as modified.

- B. CONTRACT WITH CORNERSTONE ENGINEERING; STRUCTURAL DESIGN SERVICES FOR PAGE MILL TANK RETROFIT FOR A FIXED FEE OF \$26,500.** It was moved by Director Anderson, seconded by Director Holtz, to authorize award of contract subject to the LAHCFD signing the Cost Sharing Agreement. Motion Approved- roll call vote.
AYES: Directors Jordan, Anderson, Holtz, and Solomon
NOES: None
ABSENT: None

8. MANAGER'S REPORT

- A. WATER TANK SITES - WATER QUALITY STATUS** The General Manager discussed the proposed measures for preventing nitrification in the tanks. He provided the Technical Memorandum from the consultants Water Quality and Treatment Solutions that described the causes and conditions for nitrification, and preventative steps that the District can take.

B. FIELD REPORT

- Rebuilt and installed new blow off and 2 services on Tripoli Ct.
- Rebuilt and installed new blow off and 3 services on Cortez Ct.
- Repaired 2 broken valve stems on blow offs at Conejo and Old Page Mill.
- Installed a 3 valve set on Sherlock.
- Installed new service line for 27260 Sherlock and upgraded air release.
- Repaired a full circle crack that caused a main break on Vinedo. Installed 5' of new ductile iron pipe. The main break caused a lot of property damage and was turned over to our insurance agency.
- Repaired a leak in a cast iron pipe on Delson Ct.

- C. RESULTS OF CONSERVATION OUTREACH** The District Secretary reported the successful results of the outreach to the top 100 customers consistently using the most water. Letters were sent to these customers in July 2014 that included a statement of their usage history, and requesting conservation. After the October meter reading, the data showed that their usage decreased 43% from July, 2014.

- D. CUSTOMER COMMUNICATIONS** None

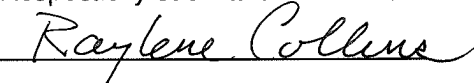
9. DIRECTORS' REPORT

- A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES** Director Anderson reported on issues related to BAWSCA.
- B. DIRECTORS' COMMENTS** The Board congratulated Gary Kremen on his election to the Board of Directors of Santa Clara Valley Water District.
- C. AGENDA ITEMS FOR DECEMBER 17, 2014 BOARD MEETING**


D. SANTA CLARA VALLEY WATER DISTRICT (SCVWD) STATE WATER PROJECT TAX ISSUES: CONSIDER ENGAGING SCVWD IN RELATED PLANNING EFFORTS The General Manager discussed the letter authored by Director Jordan to the SCVWD disputing the supposed benefit of the State Water Project. The District doesn't receive the water, yet pays property tax.

10. **ADJOURNMENT** The meeting was adjourned at 8:20 pm.

Respectfully submitted



Raylene Collins, District Secretary

Approved: 

Ernest Solomon, President

