

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

FEBRUARY 12, 2014 Minutes

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

Directors Present: President Gary Kremen, Directors Robert N. Anderson, Ernest Solomon, Steve Jordan
Absent: Director Holtz

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** Customer and Town of Los Altos Hills Councilmember Gary Waldeck brought information about the flow rate of the Westwind Barn well located at the lower arena. He reported that the flow rate of 4.41 gallons/minute appears to be too low to fill a proposed storage tank. Mr. Waldeck then provided a hydrology report from Martin Feeney, Consulting Hydro-geologist, which stated the potential for groundwater supply from a well at the Purissima fields could produce 50 gallons/minute. Mr. Waldeck will discuss with the Town Council the potential for obtaining water from a well located adjacent to Purissima Road.

3. **CONSENT CALENDAR**

It was moved by Director Anderson, seconded by Director Solomon, to approve the Consent Calendar. Motion approved – roll call vote.

AYES: Directors Kremen, Solomon, Jordan, Anderson,
NOES: None
ABSENT: Director Holtz

4. **RECORDS RETENTION PROGRAM** The District Secretary discussed the problem of the District's current records keeping system and proposed a records retention program based on the California Secretary of State Local Government Records Management Guidelines. She recommended approving Resolution 2014-01.

5. **RESOLUTION 2014-01 ADOPTING A RECORDS RETENTION PROGRAM AND AUTHORIZING THE DISTRICT SECRETARY TO IMPLEMENT THE PROGRAM**

AYES: Directors Kremen, Solomon, Anderson, and Jordan
NOES: None
ABSENT: Director Holtz



6. **UPDATE ON HYDRAULIC ISSUES AT 11240 PAGE MILL ROAD** The General Manager explained that the hydraulic issues experienced at 11240 Page Mill on December 24, 2013 were caused, in part, by corrosion in the District's air release valve service on Page Mill Road. The District's 1 inch air release valve was replaced with a 2 inch valve and service.

7. **DROUGHT ISSUES, DROUGHT FORMULA, STATUS, WATER SUPPLY UPDATE** The General Manager reported that the District's response to the drought and any potential supply reductions will be based on the official statement to be made by the SFPUC on April 15, 2014. If the SFPUC declares a mandatory 20% reduction, the allocation to the District could be reduced by 48%. In the meantime, customers will be asked to voluntarily reduce water use by 10%.

8. **ENGINEER'S REPORT**

A. **NEARY TANK UTILIZATION PROJECT PHASE I.** The Engineer reported that Phase I is ahead of schedule, and the main line work is almost complete. The contractor is currently installing hydrants, services and air valves on the new main. The last part of the project requires the installation of an 8" and 16" water mains in the driveway to the Altamont tank.

B. **NEARY TANK UTILIZATION PROJECT PHASE II** The contractor, Paso Robles Tank, was issued a notice to proceed for February 24, 2014.

C. **STATUS OF PROPOSAL TO THE LOS ALTOS HILLS COUNTY**

FIRE DISTRICT (LAHCDFD) TO EXPAND PAGE MILL TANK The Engineer and General Manager met with the LAHCDFD consultant Stu Farwell to discuss cost sharing for the expansion of the Page Mill tank to increase its fire protection supply. Mr. Farwell requested that the District present the concept to the LAHCDFD at its March 18, 2014 meeting. The Engineer will bring the seismic retrofit report and cost estimate to the PHWD Board at its March 12, 2014 meeting.

9. **MANAGER'S REPORT**

A. **WATER TANK SITES.** A diver cleaned and inspected the condition of Page Mill Tank and reported the need for minor repairs.

B. **FIELD REPORT**

- Leak on Lupine 8" cast iron main. There was corrosion to the extent that District crews have started installing 250 feet of 8 inch of ductile iron pipe to replace the corroded main.
- Installed 120 feet of drainage at McCann
- Installed 1-1/2 inch service on Dezahara Rd.
- Repaired an air release valve on Sherlock Rd.

10. **DIRECTORS' REPORT**

A. **BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES** Director Anderson reported that BAWSCA is monitoring other agency's challenges to water rights at Hetch Hetchy, and has expressed concern for lack of maintenance, and potential collapse of the 12 mile supply tunnel from Hetch Hetchy Reservoir to Priest Reservoir.

GK

B. DIRECTORS' COMMENTS None

C. AGENDA ITEMS FOR MARCH 12, 2014 BOARD MEETING

Cyber security, if IT schedule can accommodate.

11. CLOSED SESSION

The meeting went into closed session at 8:05 pm.

Pursuant to California Government Code Section 54957 Public Employee

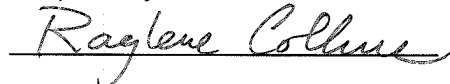
Performance Evaluation Title: General Manager

12. OPEN SESSION

The meeting re opened at 8:20 p.m. The Board amended the General Manager employment's contract to increase his annual salary by 5%, with a onetime bonus of \$3,000.00

13. ADJOURNMENT It was moved by Director Anderson, seconded by Director Kremen, to adjourn the meeting at 8:30 p.m. Motion approved- voice vote.

Respectfully submitted



Raylene Collins, District Secretary

Approved: _____


Gary Kremen, President

