

PURISSIMA HILLS WATER DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

6:30 P.M. WEDNESDAY, NOVEMBER 9, 2016

26375 FREMONT ROAD, LOS ALTOS HILLS CA 94022

Agenda

- 6:30 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**
- 6:35 2. COMMENTS FROM THE PUBLIC**
- 6:45 3. CONSENT CALENDAR**
Items appearing on the Consent Calendar are considered routine and will be adopted in one motion, except for any item removed for separate consideration elsewhere on the agenda. The President will ask the Board and the audience for requests to remove these items.
 - A. APPROVAL OF MINUTES: REGULAR MEETING OF OCTOBER 12, 2016**
 - B. APPROVAL AND RATIFICATION OF OCTOBER 2016 DISBURSEMENTS PAID IN NOVEMBER 2016, IN ACCORDANCE WITH RESOLUTION 2013-9 (DISBURSEMENTS SIGNED BY DIRECTOR SOLOMON, PATRICK WALTER, AND RAYLENE COLLINS)**
 - C. FINANCIAL REPORTS FOR: INCOME AND CAPITAL IMPROVEMENT PLAN OCTOBER 2016 REVENUES AND EXPENDITURES, BALANCE SHEETS**
- 6:50 4. DISCUSSION OF REVENUES, EXPENSES, AND RATES DISCUSSION/ACTION**
- 7:15 5. APPROVAL OF PURCHASE FOR PAX WATER RESERVOIR CONTROL SYSTEM (RCS) TO AUTOMATICALLY MAINTAIN RESIDUAL IN NEARY TANK 2 FOR \$90,000.00 ACTION**
- 7:30 6. ENGINEER'S REPORT: No Reports**
- 7:30 7. MANAGER'S REPORT UPDATE/DISCUSSION**
 - A. FIELD REPORT**
 - B. LEAKS**
 - C. CUSTOMER COMMUNICATIONS**
- 7:40 8. DIRECTORS' REPORT DISCUSSION**
 - A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES**
 - B. DIRECTORS' COMMENTS**

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7:50 9. AGENDA ITEMS FOR DECEMBER 14, 2016 BOARD MEETING DISCUSSION

8:00 10. ADJOURNMENT

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Secretary at 650-948-1217. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Copies of all agenda reports and supporting data are available for inspection at the District office , 26375 Fremont Road, Los Altos Hills, Ca. A complete agenda and minutes can also be found on the District's website: <http://www.purissimawater.org>.

PHWD MINUTES OCTOBER 2016 v2

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

Directors Present: President Robert N. Anderson, Directors Brian Holtz and Steve Jordan

Staff Present: Patrick 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** None

3. **CONSENT CALENDAR**

It was moved by Director Holtz, seconded by Director Anderson, to approve the Consent Calendar. Motion approved unanimously– voice vote.

4. **PRESENTATION OF PAX WATER RESERVOIR CONTROL SYSTEM (RCS) TO AUTOMATICALLY MAINTAIN RESIDUAL IN NEARY TANK 2. TOM TACKMAN**

Tom Tackman, National Accounts Sales with PAX Water Technologies, presented “Nitrification Control Strategies”. Mr. Tackman discussed the benefits of PAX mixers that maintain water quality within storage tanks, and the company’s new monitoring stations. These stations report water quality to SCADA and send direction to automatic chlorine and ammonia feed systems. No action was taken.

5. **DISCUSSION OF REVENUES, EXPENSES, AND RATES.** The GM explained the current condition of the District’s finances. He noted that low revenues are due to customers using less water because of: 1) the new rates effective July 2016; 2) conservation response to the emergency drought regulations; and 3) effective leak notification from the new Beacon meter installations. The Board discussed raising fixed revenue such as the monthly fee for meter charges. Director Holtz agreed with increasing fixed revenue; district costs should be passed on to customers. Director Jordan said that the July 2016 three year rate increase apparently didn’t generate revenue as projected due to lower usage in the higher tiers. . The GM will request Alex Handers to evaluate rate tiers, fixed rates, and income distribution; the GM hopes to bring a recommendation to the Board’s November 2016 meeting. The Engineer will bring an updated chart showing tiers and meter charges at other water agencies. No action was taken.

6. **ENGINEER’S REPORT:** No Reports

7. **MANAGER’S REPORT**

A. FIELD REPORT

Field Report for August 2016 :

- **Moody Rd. Main Leak** On August 11th, a leak occurred on the 6” cast iron pipe that supplied a property on Moody Road. The main was abandoned and a 2” copper pipe was installed to provide water service to the property.
- **Viscaino Ct. Main Leak** On August 12th, a leak occurred on an old steel saddle for a property on La Cresta Ct. at the intersection of Viscaino Road and Viscaino Ct. The repair was made by replacing the saddle and corp. There was no public or private property damage.
- **Elena Pump Station Main Leak** On September 8th, a leak occurred on a tee that feeds cross county to Elena Road from the Elena pump station. The main was repaired by replacing the pipe with a new ductile iron pipe and fittings. There was no property damage.
- **PAX Power Vents** Due to the effectiveness of the power vents in Neary, Elena and Altamont tanks, two PPV400s were ordered for La Cresta Tank 2 and McCann Tank 2, and three PPV200s for the smaller La Cresta

Tank 1, McCann Tank 1, and Neary Tank 1. A recent inspection of Neary Tank 2 showed that there was no condensation from the atmosphere of the tank.

- **Water Quality Sample Stations:** Ferguson Welding completed the sampling stations at Neary Tank 1, La Cresta Tank 1 and McCann Tank 1. La Cresta Tank 1 and McCann Tank 1 were painted to repair corrosion just above the water line. The project will be completed this fall when La Cresta Tank 2 and McCann Tank 2 can be taken out of service.
- **Three Valve Set on Fremont and Concepcion:** the three new valves were installed and paved.
- **New Service on Kingsley:** new 1^{1/2}" service was installed for new house.

Field Report for September 2016:

- **Main break on Alejandro** On September 29th, a leak occurred on the 6" cast iron main in the front yard of a property on Alejandro. The leak was caused by a full circle crack and was repaired with a clamp. The leak caused no damage to the yard due to the low volume of flow.
- **Main break on Altamont** On October 7th, a leak occurred on the 6" cast iron main in the driveway. The leak was temporarily fixed with a clamp, and due to the condition of the pipe, a new main is required to replace the existing main that has many corrosion pits. There was no damage to the property, except for the driveway which had to be excavated for the repair.
- **Cleaned Toyon Yard.** All of the construction jobs throughout the District created a pile of dirt that needed to be hauled off before winter.
- **New Backflows:** Four backflows were installed, two on Deer Creek Ln, one on La Cresta and one on Robleda
- **PAX mixers** were installed and wired at Main Tank 1, Neary Tank 1, La Cresta Tank 1
- **Financial audit fieldwork** was completed. The financial reports are expected later this month
- **Drain for Altamont Tank 1** is nearing completion.

B. LEAKS The District Secretary reported that Beacon meters are displaying 119 leaks and 95% are less than 30 gallons per hour and are within Rate Tiers 1 and 2. She said that if these leaks continued to run for one month, the total cost to customers would be approximately \$10,000.

C. CUSTOMER COMMUNICATIONS None to report.

8. DIRECTORS' REPORT

A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES Director Anderson reported that the SFPUC will shut down the Mountain Tunnel for 90 days in early 2017 so that crews can inspect and make necessary repairs. During this time, water will come from stores in local reservoirs (Crystal Springs, San Andreas, Calaveras and San Antonio).

B. DIRECTORS' COMMENTS It was moved by Director Anderson, seconded by Director Holtz, to approve Director Jordan's attendance to the WaterNow Alliance conference "Fostering Resilience: Leading on Sustainable Water Solutions" to be held Oct. 25-26, 2016 in Fountain Valley, Ca. Motion approved unanimously – voice vote; Director Jordan abstained. Director Jordan mentioned that the SFPUC is selling bonds to finance infrastructure.

9. AGENDA ITEMS FOR NOVEMBER 9, 2016 BOARD MEETING

10. ADJOURNMENT