

PURISSIMA HILLS WATER DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS



JULY 11, 2012

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

Directors Present: President Brian Holtz, Vice President Stephen A. Jordan, and Directors Robert N. Anderson, Gary Kremen, and Ernest Solomon.

Staff Present: Patrick D. Walter, General Manager; David S. Gehrig, Attorney; Joubin Pakpour, Engineer; Lucy E. Xavier, District Secretary, and Ray Collins, Office Manager.

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC:** Gary Waldeck, Los Altos Hills Council Member, was present.

3. **CONSENT CALENDAR:** It was moved by Director Anderson, seconded by Director Solomon, that the Consent Calendar be approved. Motion carried unanimously—voice vote.

- A. Approval of Minutes: Regular Meeting of June 13, 2012
- B. Approval and Ratification of June 2012 Disbursements—\$569,122.07
- C. Financial Reports for June 2012: Income and Capital Improvement Plan
Revenues and Expenditures
Balance Sheet
Consumption and Billing
Investments

4. **RESOLUTION 2012-6—ESTABLISHING APPROPRIATIONS LIMIT APPLICABLE TO THE DISTRICT DURING FISCAL YEAR 2012-2013:** The Attorney reviewed the provisions of Resolution 2012-6, whereby subject local agencies establish applicable appropriations limits during fiscal year 2012-2013. This is done by applying factors reflecting changes in the California per capita personal income and in population to the limit for fiscal year 2011-2012. This calculation then determines the limit for 2012-2013.

After discussion, it was moved that Resolution 2012-6, attached hereto, establishing the appropriations limit applicable to the District during fiscal year 2012-2013 as \$1,116,961, be adopted. Motion carried—roll call vote.

Ayes: Directors Anderson, Holtz, Jordan, Kremen, and Solomon
Noes: None
Absent: None

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5. **RESOLUTION 2012-7—APPRECIATION FOR DISTRICT SECRETARY LUCY E. XAVIER:** Director Holtz read the Resolution of Appreciation for Ms. Xavier who is retiring at the end of July 2012. It was then moved that Resolution 2012-7, attached hereto, be adopted. The motion was carried unanimously.

6. **ENGINEER'S REPORT:**

A. **Tank Structural Upgrades** The Engineer reported that a meeting had been held with the Seismic Study advisory committee (Directors Holtz and Solomon) to evaluate the recommendations in the 90-page report prepared by the District's consultant, John Eiding. The Engineer submitted a spreadsheet summarizing the report and recommendations from the committee.

The spreadsheet consisted of near- and long-term priorities for the District's 11 tanks and proposed improvements. Three design criteria were considered for each tank: 1) 475 Year Upgrades— current seismic code; 2) 975 Year Upgrades—code for most essential structures in California; and 3) 2475 Year Upgrades—design standard for maximum credible earthquake. Estimated costs were also included for each design. These recommendations will be incorporated into the District's capital improvement program.

B. **Quarry Hills Lake Water** The Engineer reported that the Quarry Hills Lake Water advisory committee had met (Directors Holtz and Solomon) to discuss the cost of providing emergency water from the lake. After discussion, Director Jordan requested that Staff develop 5-10 scenarios in which the water would be used in an emergency and provide the pros and cons for each scenario. The Board agreed that this would be useful in determining as to whether to go further with this project. The Manager also noted that, when the San Francisco Public Utilities Commission Water System Improvement Project is completed, the likelihood of a prolonged water outage will be reduced.

7. **REVIEW DRAFT BUDGET FOR FISCAL YEAR 2012-2013:** The Manager reviewed the draft maintenance and operations and capital improvement budgets for fiscal year 2012-2013 which had been presented at the June meeting and now included changes provided by the Board. After discussion, it was moved by Director Jordan, seconded by Director Anderson, that the 2012-2013 budgets be approved. Motion carried unanimously—voice vote.

8. **MANAGER'S REPORT / COMMUNICATION ITEMS:**

- A. **Field Report** The Manager reported the following:
- The Hungry Horse tank site driveway had been fixed in order to prevent and/or reduce standing water near the tank. Weed trimming had also been done.
 - Drain work is continuing at the McCann pump station.
 - A backflow prevention device and upgraded meter were installed on Roble Venino.
 - A backflow prevention device and upgraded service and meter were installed on Roble Ladera.
 - A pump control valve at the Altamont pump station had been disassembled for cleaning.
 - A new above-ground air release valve had been installed on Hillview Avenue in front of EPRI.

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B. Customer Communications There were no customer communications.

C. Water Tank Sites—La Cresta Tank The Manager noted that the gate keypad had not yet been programmed.

D. Survey of Water Districts and Cities Regarding Subsidizing Low Income Water Users The Board requested that this item be continued to the August meeting.

9. **DIRECTORS' REPORT:**

A. Bay Area Water Supply and Conservation Agency (BAWSCA) Issues Director Anderson reported on BAWSCA issues. He noted that the ongoing efforts to drain the Hetch Hetchy reservoir may result in an initiative for San Francisco voters in November. He then reviewed a statement from Art Jensen, CEO of the Bay Area Water Supply and Conservation Agency, rebutting reasons for any attempt to do so. The Board directed that Mr. Jensen's statement go out as the July newsletter to District customers to inform them of this issue.

B. Director Advisory Committees—Updates

- 1) *Los Altos Hills County Fire District (LAHCFD) (Directors Jordan and Kremen):* Director Jordan reported on a meeting that had been held with representatives of the LAHCFD and noted that the General Manager and the Engineer would attend the next LAHCFD Commission meeting.
- 2) *Seismic Study (Directors Holtz and Solomon):* This update was discussed under 6.A. above.
- 3) *Cost Reduction Strategies (Cal Water) (Directors Jordan and Kremen):* Directors Jordan and Kremen reported on a meeting held on June 22 with representatives of the California Water Service Company.
- 4) *Town of Los Altos Hills Ad Hoc Committee to Review the Purissima Hills Water District (Directors Jordan and Solomon):* Director Jordan reviewed his advisory committee report which outlined the joint committee objectives.

Director Jordan also submitted a report dated April 13, 2011, from the Additional Water Supply advisory committee (Directors Jordan and Solomon). Although no longer active, the committee wanted to present its findings and summary recommendations.

C. Directors' Comments Directors commented on issues of interest to the Board.

D. Agenda Item Requests The Board identified agenda items for the August 8, 2012, meeting.

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10. **ADJOURNMENT**: The meeting was adjourned at 8:35 p.m. to reconvene next at the regular meeting on August 8, 2012, at 6:30 p.m., at the District's office.

Respectfully submitted

Ray Collins

Ray Collins for
Lucy E. Xavier, District Secretary

Approved: *B. Holtz*

Brian Holtz, President