

PURISSIMA HILLS WATER DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS



APRIL 8, 2009

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

Directors Present: President Ernest Solomon, Vice President Gary C. Waldeck, and Directors Robert N. Anderson and Stephen A. Jordan. Director Brian Holtz arrived at 7:40 p.m.

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

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC:** No public was present at this time. (This Item was continued when public arrived—see Item 5 below.)

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

A. Approval of Minutes: Regular Meeting of March 11, 2009

4. **ENGINEER'S REPORT:**

A. **Deer Creek Pump Station Improvement Project** The Engineer submitted photos of work that had been done by the contractor during the month of March and noted that the pump station would be operational by the end of the week.

B. **Zone 2.5 Phase II Project** The Engineer reviewed plans with the Board, noting that this project is the largest capital improvement project taken on by the District in the last 15 years.

C. **Altamont Pump Station Project** The Engineer noted that this project for the installation of a new generator is funded by the Los Altos Hills County Fire District for up to \$250,000 and that the Engineer's Estimate is \$260,000. He said that the project is ready to go out to bid and requested authorization from the Board to do so. It was then moved by Director Anderson, seconded by Director Jordan, that Staff be authorized to advertise the project. Motion carried unanimously—voice vote.

D. **Elena and Natoma Roads—Landslides** The Engineer submitted correspondence from 2007 and 2008 between the District and Town of Los Altos Hills regarding active landslides on Elena and Natoma Roads. The correspondence from the District to the Town had indicated that the District was very concerned because of the water mains in the area of the slides. The Town had responded that it had installed inclinometers and would conduct periodic measurements to determine if measured deflections would warrant remedial measures. Board and Staff then reviewed the correspondence, the history of the problem, and potential outcomes.

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E. Quarry Hills Lake Water Quality The Engineer noted that, at the last meeting, the Board had authorized an agreement with Armand Ruby Consulting for three additional tests of the Quarry Hills Lake water. The first of these tests would take place on April 15.

5. **COMMENTS FROM THE PUBLIC (Cont.):** John Harpootlian, Chair of the Planning Commission for the Town of Los Altos Hills, was present. At the March meeting he had explained to the Board that the Council had approved a standing committee on Water Conservation and had requested that two Board members apply for appointment to this committee. Directors Holtz and Waldeck had then volunteered to apply for membership to the Town's Water Conservation Committee.

Mr. Harpootlian now reported that Directors Holtz and Waldeck would not be able to sit on the Town's committee because the Town's attorney had determined that there would be a conflict of interest. He hoped, however, that Directors Holtz and Waldeck would attend the meetings as members of the public and possibly participate in subcommittees. Director Waldeck said that the District should be an active participant in whatever capacity possible and be designated by the Board to do so. The Board agreed.

6. **MANAGER'S REPORT / COMMUNICATIONS ITEMS:**

A. Field Report The Manager reported the following:

- The pool at the Fremont Hills Country Club had been drained and filled through a metered fire hydrant and an invoice had been submitted.
- A surge valve at the Deer Creek pump station had been repaired.
- Five backflows had been installed.
- Thirty-seven Orion meters had been installed.
- Crews had repaired a leaking angle stop.
- A repaired leak on Kriste Lane had been backfilled.
- A stand and electrical box on Pump 4 at Deer Creek had been fabricated.
- A three-valve set had been installed in front of the Deer Creek Pump Station.

B. Customer Communications There were no customer communications.

C. Antenna Tower at the La Cresta Tank Site The Manager reported that the antenna was fully operational and the open issue regarding the position of the antennas on the tower had been resolved. Discussion ensued regarding security issues.

D. Personnel Manual The Manager discussed with the Board the suggested revisions to the District's current Personnel Manual.

7. **DROUGHT PLANNING / DROUGHT MANAGEMENT / CONSERVATION BILLING:** Board and Staff continued discussions from the March meeting dealing with the capabilities of the District's current billing system and how individual customer allocation might be achieved in a drought.

The Manager said he would be attending the drought management conference on April 16 in Burlingame, presented by the Water Education Foundation. It was then moved by Director Anderson, seconded by Director Waldeck, that Director Solomon also attend the conference. Motion carried unanimously—voice vote.

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The Attorney then reviewed with the Board the Public Records Act with regard to public circulation of customer water usage information

8. **PRESENTATION BY GENERAL MANAGER—DISTRICT OPERATIONS-SCADA (SUPERVISORY CONTROL AND DATA ACQUISITION)**: The Manager gave a visual presentation on the District's SCADA system, describing how this computer system monitors and controls District facilities remotely.

9. **PRESENTATION BY ENGINEER**: This Item was continued to the May meeting due to time constraints.

10. **DIRECTORS' REPORT**:

A. **Bay Area Water Supply and Conservation Agency (BAWSCA) Issues** Director Waldeck gave his report on BAWSCA/San Francisco Public Utilities Commission contract negotiations.

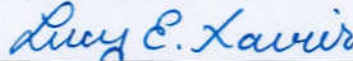
B. The Attorney gave a brief overview of the Brown Act regarding serial meetings.

C. **Agenda Item Requests** The Board identified agenda items for the May 13, 2009, meeting.

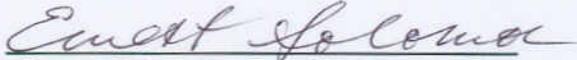
D. **Earth Day** Director Solomon said he would attend Earth Day at Westwind Barn with the District's Conservation Specialist, Alexis Shields, on April 19.

11. **ADJOURNMENT**: The meeting was adjourned at 9:20 p.m. to reconvene at the next regular meeting on May 13, 2009, at 6:30 p.m., at the District's office.

Respectfully submitted



Lucy E. Xavier, District Secretary

Approved: 
Ernest Solomon, President