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

Directors Present: President Jordan, Directors Peter Evans, Ernie Solomon, Brian Holtz, and Robert N. Anderson (teleconference)

Staff Present: Patrick Walter, General Manager; Phil Witt, General Foreman, Brandon Laurie, Engineer, Pakpour Engineering; Joubin Pakpour, Engineer (teleconference); Catherine Groves, 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 Solomon, seconded by Director Holtz, to approve the Consent Calendar. Motion approved unanimously – roll call vote.

4. **SANTA CLARA VALLEY WATER DISTRICT (SCVWD) AND STATE WATER ISSUES:**
   **GARY KREMEN** Mr. Kremen, a SCVWD Director, reported that SCVWD approved a second grant of $50,000 to PHWD for the purchase of more Beacon meters. He then summarized a new guiding principle in the State Water Fix that he initiated and that can benefit PHWD. This principle indirectly refunds State Water Fix property taxes paid by customers in water districts that receive 85% or more of their water from the Hetch Hetchy Reservoir. The principle allows SCVWD to provide matching rebates for conservation projects proposed by these districts. Mr. Kremen next discussed updates to the map of the Zone of Benefits Study which pertains to well recharge and fees paid by well users. Though PHWD does not manage wells, some of its customers may benefit from the updates. Mr. Kremen mentioned that he is working on programs that enhance SCADA security. He also offered his help in supporting District objectives.

5. **DISCUSS RATE STUDY PROPOSAL TO AMEND DISTRICT RATE AND FEE SCHEDULE**
   The GM reviewed proposals to conduct a rate study from two firms: Bartle Wells and Raftelis. After consideration of both proposals, it was moved by Director Holtz, seconded by Director Solomon, to accept the proposal from Bartle Wells and authorize the General Manager to sign the contract. Motion approved unanimously – roll call vote.

6. **AUTHORIZE ONE OR MORE DIRECTORS TO ATTEND THE SUSTAINABLE SILICON VALLEY “NAVIGATING BAY AREA WATER” SESSION MAY 31, 2018 IN PALO ALTO**
   Director Jordon said he wanted to attend the session and invited other Directors to join him. The registration fee is $65. It was moved by Director Holtz, seconded by Director Solomon, to approve funding the registration fee for any District Director attending the session. Motion approved unanimously – roll call vote.

7. **ENGINEER’S REPORT**

   **A. REVIEW AND APPROVAL OF CAPITAL IMPROVEMENT PROGRAM** The Engineer presented the updated 2018 CIP with a total cost of $18.9M. He explained that one project was added to the CIP but the project costs have increased substantially. He further explained project details and his reasons for prioritization. It was moved by Director Solomon, seconded by Director Holtz, to accept the updated 2018 Capital Improvement Program. Motion approved unanimously – roll call vote.
8. ATTORNEY’S REPORT  Nothing to report.

9. MANAGER’S REPORT

A. FIELD REPORT
- Chloramine Boost Station. The GM received a submittal for the chlorine generation equipment. The goal is to have it installed within the month. The SCADA engineer is in the process of purchasing a PLC for Neary Tank site to get access to all of the alarms and various signals.
- Altamont Electrical. Triad and Holmes Surveyors surveyed the back hill from Altamont Tank site to Moody Ct. Two water mains and electrical lines are not located in the easement. Triad will develop necessary documents for new easements.
- Matadero Pump Station. DACO contractors poured concrete for the vault floor and walls.
- Backflow. A backflow was repaired after a construction truck knocked it over.
- McCann Electrical Panel. The panel was returned to repair deficiencies; vendor is still working on the panel. Estimated return is one to two weeks.
- SCVWD Grant Proposal. The GM received notification today that the proposal was approved by the SCVWD Board of Directors.
- Auditors. David Becker and his team completed the first phase of field work. The second phase of the field work is scheduled for the end of September.
- Toyon Yard. Started working on repairing flood damage and rehabilitation project. Staff and DACO cleaned out piles of dirt from various construction projects. The yard needs to be protected from overflows from the adjacent creek as well as paving for it to be functional during the winter.

B. CUSTOMER COMMUNICATIONS  Nothing to report.

10. DIRECTORS’ REPORT

A. MEETING UPDATE OF THE PHWD COMMITTEE AND LOS ALTOS HILLS COUNTY FIRE DISTRICT (LAHCFD) COMMITTEE. Director Jordan reported that the Committees met on May 2, 2018 and agreed to meet again to review the District’s approved Updated 2018 CIP for projects of common interest. Director Evans remarked that the financing of any possible joint project should be considered in the rate study because of its potential positive impact on revenues.

B. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, SCVWD, LAHCFD, AND OTHER AGENCY ISSUES.  Nothing to report.

C. DIRECTORS’ COMMENTS  Director Evans reported that he attended an earthquake safety awareness presentation sponsored by the Town of Los Altos Hills.

D. CONSIDER RESCHEDULING JUNE 13, 2018 MEETING. The meeting was moved to Thursday June 14, 2018.

11. AGENDA ITEMS FOR JUNE 2018 BOARD MEETING

12. ADJOURNMENT  The meeting adjourned at 8:55 p.m.

Respectfully submitted

Raylene Collins, District Secretary

Approved: ________________
Steve Jordan, President