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

Directors Present: President Evans, Directors Ernie Solomon, Brian Holtz, Steve Jordan, and Kathy Knopoff

Staff Present: Phil Witt, Assistant General Manager, Joubin Pakpour, Engineer, Pakpour Consulting Group; 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 Knopoff, to approve the Consent Calendar. Motion approved unanimously – voice vote.

4. APPROVAL TO PAVE THE DAMAGE FROM THE MAIN LEAK ON ELENA RD FOR AN AMOUNT NOT TO EXCEED $150,000 The Assistant General Manager explained that three proposals were received and recommended that Board approve the proposal from K&M Asphalt for $74,500. It was moved by Director Jordan, seconded by Director Knopoff to approve the K&M Asphalt proposal for $74,500 plus a 10% contingency. This bid amount, however, will first be offered to the Town of Los Altos Hills (Town) to fund a project to be managed by the Town to repair the drain and pave the road. Motion approved unanimously – voice vote. The Procurement Policy was waived because the poor condition of the asphalt is a safety hazard its repair is urgent. The District will provide a geotechnical report.

5. ENGINEER'S REPORT The Engineer provided a general overview of the District’s history, water usage, services zones, tanks and facilities, and the Capital Improvement Program.

6. ATTORNEY'S REPORT The Attorney provided training on the Ralph M. Brown Act, California Government Code 54950 passed in 1953, that guarantees the public's right to attend and participate in meetings of local legislative bodies. She discussed the Brown Act’s requirements for holding meetings and committees, rights of the public and responding to the public, and restrictions on communications among Board members.

7. GENERAL MANAGER RECRUITMENT PROCESS Director Evans explained that the GM is retiring in December 2019, and the Board is pursuing various methods of posting and filling the position. The Board invited comments from the public on the succession planning and recruitment process. The Engineer reported on the status of GM recruitment being conducted by other water agencies.

8. MANAGER'S REPORT

A. FIELD REPORT

- Moody Rd. main is nearing completion.
- Elena Rd. main is installed and functioning. Some backfill remains to be done.
- El Monte Rd: On April 1st a leak occurred on an 8" CI uphill from Toyon yard. The leak was a split on the bottom of the main that ran for 10’. It was replaced with a full stick of main and a 22.5 deg. fitting. The leak caused minor erosion that filled a Town drainage swale. Also, water flowed into an adjacent property and caused minor damage. Staff is working with the owner on potential repairs.
A. Arastradero Rd.: On April 8th a leak started on Arastradero Rd. west of Liddicoat. The leak was a 12" split and replaced with 3' of new DI pipe. No public or private property damage.

B. CUSTOMER COMMUNICATIONS  None

9. DIRECTORS’ REPORT

A. BAWSCA, ACWA/JPIA, SCVWD, AND OTHER AGENCY ISSUES  Director Jordan reported that he had obtained copies of site leases that may be comparable to the District’s Operations Site Lease with the Town. He summarized the terms of those leases. He also reported that he attended the BAWSCA Board meeting on March 21, 2019 and then discussed how BAWSCA may offer member agencies backup water supply in case of drought.

B. DIRECTORS’ COMMENTS None

10. AGENDA ITEMS FOR MAY 15, 2019 BOARD MEETING
Site lease renewal terms
SCVWD ground water
Forced sewer laterals
Bill payment options

11. CLOSED SESSION
PUBLIC EMPLOYMENT
Government Code section 54957
Title: General Manager  The meeting went into closed session at 9:25 p.m.

12. RECONVENE TO OPEN SESSION  The meeting returned to open session at 9:50 p.m.  No action taken.

13. ADJOURNMENT  The meeting adjourned at 9:50 p.m.

Respectfully submitted

Raylene Collins, District Secretary

Approved:  
Peter Evans, President