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SPECIAL MEETING
OF THE BOARD OF DIRECTORS
OF THE MID-PENINSULA WATER DISTRICT

January 15, 2020
Belmont, California

1. **OPENING**

A. Call to Order:

The special meeting of the Mid-Peninsula Water District Board of Directors was called to order by President Zucca at 6:08PM.

B. Establishment of Quorum:

PRESENT: Directors Zucca, Schmidt, Wheeler and Vella.

Director Warden was absent.

A quorum was present.

ALSO PRESENT: General Manager Tammy Rudock, Operations Manager Rene Ramirez, District Secretary/Administrative Services Manager Candy Pina, and District Counsel Julie Sherman.

District Engineer Joubin Pakpour and District Treasurer Jeff Ira were absent.

C. Pledge of Allegiance – The Pledge of Allegiance was led by President Zucca.

2. **PUBLIC COMMENTS**

None.

3. **AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS**

None.

4. **REGULAR BUSINESS**

A. Receive Report on 2019 Accomplishments on MPWD 2019-2020 Strategic Plan

General Manager Rudock summarized the report updated through December 31, 2019.

B. Review 2020 Measures of Success within MPWD 2019-2020 Strategic Plan

Board President Zucca opened with the objective for the strategic plan review is to ensure the MPWD's actions items were in good priority order and to reorganize as needed.

Strategic Element #1-External Relationships and Customer Service—Staff requested direction on future meeting coordination efforts between officials from the District and the City of Belmont. The Board discussed scheduling meetings and presentations when relevant.

Strategic Element #2—Resource Management—The Board discussed investigation of potential recycled and ground water opportunities, including shallow aquifers, and suggested it be added to the plan. Staff shared that conservation planning was going to

52 change in the coming years as a result of the mandates from the California – A
53 Conservation Way of Life legislation. There was further discussion on installation of
54 solar and all electric vehicle replacement where feasible.

55
56 Strategic Element #3—Infrastructure Management and Operations—General Manager
57 Rudock reported that the Civic Lane Improvement bullet listed under Priority No. 3-4/19
58 on page 3 of the Strategic Plan was replaced with Tahoe Drive improvements. The
59 Board discussed future AML data analysis.

60
61 Strategic Element #4—Human Resources Management—General Manager Rudock
62 reported that the Employee Evaluation Tool was in progress and would be completed
63 this fiscal year, and that succession planning continues to be a priority when
64 reorganizing. It was decided that Priority No. 4-3/20 would be deleted. Staff reported it
65 would add the Review of the Annual Planning Schedule for the Board of Directors as an
66 action item for 2020.

67
68 Strategic Element #5--Financial Management—Staff recommended changing the COP
69 CIP reporting to semi-annual due to fewer but larger capital projects in the final few
70 years of the program and the Board agreed. The Comprehensive System Analysis and
71 CIP summary is near completion. Direction was also given that Priority No. 5-5/20 and
72 Priority No. 5-6/20 should be moved up in order to the top of the 2020 list near the rate
73 study.

74
75 President Zucca inquired about Board access to the monthly financial review and audit
76 process performed by the District Treasurer. Staff replied that they would provide the
77 date and time once scheduled to observe the procedural review.

78
79 **C. Review Director Assignments for 2020**

80 Director assignments for 2019-2020 were reviewed and it was agreed that Vice
81 President Schmidt would replace Director Warden on the ACWA/Joint Powers Insurance
82 Authority (JPIA) assignment, and Vice President Schmidt would replace Director Vella
83 on the Harbor Industrial Association (HIA) assignment. Staff reported that any Director
84 was free to attend the HIA meetings.

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86 **D. Other Topics for the Good of the Order**

87 None.

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89 **5. ADJOURNMENT**

90 President Zucca moved to adjourn the meeting at 8:05PM.

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94 DISTRICT SECRETARY

95 APPROVED:

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98 BOARD PRESIDENT
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