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

January 23, 2020
Belmont, California

1. **OPENING**

A. Call to Order:

The regular meeting of the Mid-Peninsula Water District Board of Directors was called to order by President Zucca at 6:34PM.

B. Establishment of Quorum:

PRESENT: Directors Zucca, Schmidt, Wheeler, Warden and Vella.

A quorum was present.

ALSO PRESENT: General Manager Tammy Rudock, Operations Manager Rene Ramirez, Administrative Services Manager and Board Secretary Candy Pina, District Engineer Joubin Pakpour, District Counsel Catherine Groves and District Treasurer Jeff Ira.

C. Pledge of Allegiance – The Pledge of Allegiance was led by Administrative Services Manager Pina.

2. **PUBLIC COMMENT**

None.

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

None.

4. **ACKNOWLEDGEMENTS/PRESENTATIONS**

General Manager Rudock reported that the 2020 Calendar Contest Ceremony and Reception has been moved to the February 27, 2020 Board meeting, and that it would be moved annually to the February regular Board meeting to work around the logistics—holidays, school/teacher/student schedules, publication and printing, and staff workload.

5. **CONSENT AGENDA**

A. Approve Minutes for the Regular Board Meeting of December 19, 2019

B. Approve Expenditures from December 12, 2019 through January 16, 2020

Director Vella moved to approve minutes for the Regular Board Meeting of December 19, 2019 and Expenditures from December 12, 2019 through January 16, 2020. Director Warden seconded and it was unanimously approved.

6. **HEARINGS AND APPEALS**

None.

7. **MPWD FY 2016-2021 CAPITAL IMPROVEMENT PROGRAM AND 2016 COP (CERTIFICATES OF PARTICIPATION) FINANCING**

A. Receive Quarterly Reports on 2016 COP Financing through December 31, 2019

52 1. **Financial Reconciliation Report; and**

53 Administrative Services Manager Pina reported on the COP Project Costs year-to-
54 date title change and interest dividends earned.

55
56 Director Wheeler asked that the title on page 2 of the staff report provided under
57 Agenda Item No. 7A COP Project Costs YTD be changed as well to Project Costs to
58 Date.

59
60 President Zucca inquired about the status of the CIP update and General Manager
61 Rudock reported that staff is in the final stages of completing its review of the plan
62 and that it will be presented within the next month or two.

63
64 2. **Capital Project Fund Report**

65 Dan Bergmann reviewed bullets from the COP financial report as of December 31,
66 2019 and an open Board discussion followed.

67
68 Staff reminded the Board that these reports would be transitioning to a semi-annual
69 schedule and the next one would be presented to the Board in July 2020.

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71 8. **REGULAR BUSINESS AGENDA**

72 A. **Consider:**

73 1. **Resolution 2020-01 Adopting Proposed Residential Water Service Termination**
74 **Policy; and**

75 General Manager Rudock reported on legislation and language translation
76 requirements. District Counsel created the policy and since the MPWD is already in
77 compliance, the work will be mostly administrative. It will take effect February 1,
78 2020.

79
80 2. **Ordinance No. 120 Amending MPWD Water Service Ordinance No. 103**
81 **Regarding Termination of Water Service**

82 General Manager Rudock reported on amendments to the MPWD Water Service
83 Ordinance No. 103 in order to comply with the new residential water service
84 termination policy.

85
86 Director Wheeler moved to approve Resolution 2020-01 Adopting Proposed Water
87 Service Termination Policy and Ordinance No. 120 MPWD Water Service Ordinance No.
88 103 Regarding Termination of Water Service Amendment. Director Vella seconded and
89 they were unanimously approved.

90
91 B. **Consider Resolution 2020-02 Authorizing a Professional Services Contract with**
92 **Tom Hovorka of Keller Williams Peninsula Estates and Cheryl Villanueva of**
93 **Compass for Real Estate Marketing and Brokerage Services to Sell MPWD Surplus**
94 **Real Property located at 1513-1515 Folger Drive in Belmont, CA**

95 General Manager Rudock reported that the staff recommendation was determined due
96 to previous experience working with the MPWD, proposed commission, and marketing
97 strategy and approach. District Counsel reviewed proposals for legal compliance.
98 President Zucca provided input during agenda review regarding the process that staff
99 present a recommendation based upon their review of the proposals. An open Board
100 discussion followed and direction was given that staff extends an invitation to the two
101 highest ranked relator/broker teams to next month's Board meeting to present their
102 qualifications and respond to questions.

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C. Receive BAWSCA Update

General Manager Rudock reported SFPUC’s annual meeting with wholesale customers and BAWSCA is scheduled to take place next month and that projected wholesale water rates and the balancing account information would be shared. The Water Management Representatives would be discussing Emergency Response Plans during a workshop at the next meeting with BAWSCA.

Director Vella commented on the Proposed Water Pilot Project and the statement BAWSCA released and expressed his disappointment in the inability to secure the necessary liability insurance, due to excessive cost, to protect the City of Hayward and BAWSCA.

9. MANAGER AND BOARD REPORTS

A. General Manager’s Report

General Manager Rudock reported that everyone had completed their Harassment Prevention Training, and she shared the Agenda for the Finance Committee meeting on Monday, February 3, 2020.

1. Supplemented by Administrative Services Manager’s Report

Administrative Services Manager Pina reported on recent contributions to both the PARS OPEB and PRSP accounts and followed up with President Zucca on his request to attend the monthly financial review and audit session with the District Treasurer’s representative.

2. Supplemented by Operations Manager’s Report

Operations Manager Ramirez reported on USA tag totals, December leaks/repairs, a recent meeting he and President Zucca had with Pacific Clean Energy and the new Water Use Comparison Graph presented by staff under the 2019 Fourth Quarter Water Conservation Report.

Director Wheeler inquired about water sample requirements, and staff responded that they are weekly.

Vice-President Schmidt inquired about the 2020 Calendar mailer drop date and staff confirmed that the piece would mail to all customers in early February. He also commented on accuracy concerns with respect to the landscape measurement data the DWR will provide all California Agencies under the new long-term California Water Conservation SB606 and AB1668 Legislation. General Manager Rudock confirmed that if the state provides the MPWD with a review that staff will be diligent and pro-active in its review and might consider the use of an outside consultant or additional resources if needed.

Director Vella asked staff to change the Water Use Comparison Graph unit indicator to read water purchased in CCF.

3. District Engineer’s Report

District Engineer Pakpour reported on a recent Districtwide Corrosion Soils Report and Dekoven Tanks CIP design status. General Manager Rudock reported that the MPWD is coordinating with the City of Belmont Police Department on their back-up antenna for radio communications.

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B. Financial Reports

1. Month Ended December 31, 2019

Administrative Services Manager Pina reported on the year-to-date and operating/non-operating revenue and expense total percentages and explained that revenues are up due to capacity charges and demand offset fees.

General Manager Rudock commented on reserve balances.

C. Director Reports

Director Wheeler reported on the Sam Trans presentation given at the Harbor Industrial Association (HIA) Meeting held earlier this month.

Vice-President Schmidt reported on the value of Hetch Hetchy water and its naturally distilled quality.

10. COMMUNICATIONS

General Manager Rudock reported on a request to meet by Carlos de Melo, Community Development Director for the City of Belmont on the subject of future development.

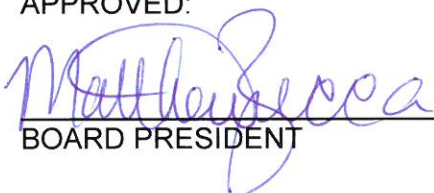
11. ADJOURNMENT

The meeting was adjourned at 8:13PM.



DISTRICT SECRETARY

APPROVED:



BOARD PRESIDENT