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

February 27, 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 6:32PM.

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, Administrative Services Manager and Board Secretary Candy Pina, District Engineer Joubin Pakpour, District Counsel Julie Sherman and District Treasurer Jeff Ira.

Operations Manager Ramirez was absent.

C. Pledge of Allegiance – The Pledge of Allegiance was led by District Treasurer Jeff Ira.

2. PUBLIC COMMENT

None

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

None

4. ACKNOWLEDGEMENTS/PRESENTATIONS

A. Overview of 2019 MPWD Calendar Contest Program and Distribute Calendar to the Board – Tammy Rudock and Jeanette Kalabolas

General Manager Rudock welcomed students and parents and Jeanette Kalabolas explained the ceremony details and gave a brief summary of the program.

B. Present 2019 MPWD Calendar Contest Awards – President Matthew Zucca and Jeanette Kalabolas

President Zucca and Jeanette Kalabolas presented the awards for the 2020 annual MPWD water awareness calendar contest. Along with award certificates, the top three winners received gift certificates. The teachers with the most class participation were also acknowledged and all who participated received a 2020 MPWD calendar. Contest winners:

Grand Prize Winner: Andy K., 3rd Grade, Cipriani Elementary School

Runner-Up Winner: Jake A., 4th Grade, Nesbit Elementary School

Runner-Up Winner: Miles A., 4th Grade, Nesbit Elementary School

52 **Award for the class with the most participation** – Ms. Sabo, Ms. Carter and Ms.
53 Cunei, all 3rd Grade teachers at Cipriani Elementary School who submitted a total of 24
54 of the 146 entries for a shared reward.

55 **Nine other honorable mention entries chosen:**

- 56 1) Edwin H., 3rd Grade, Cipriani Elementary School
57 2) Angelina R., 3rd Grade, Immaculate Heart of Mary School
58 3) Charlotte P., 4th Grade, Nesbit Elementary School
59 4) Cora K., 2nd Grade, San Carlos Charter Learning Center
60 5) Giuliana L., 3rd Grade, Immaculate Heart of Mary School
61 6) Skye H., 3rd Grade, Cipriani Elementary School
62 7) Paisley H., 3rd Grade, Cipriani Elementary School
63 8) Naomi N., 2nd Grade, San Carlos Charter Learning Center
64 9) Amelia L., 3rd Grade, Cipriani Elementary School

65
66 A refreshment break immediately followed the awards presentation to congratulate all of
67 the MPWD calendar contest participants and their families.

68
69 President Zucca reconvened the meeting at 7:05PM.

70
71 **5. CONSENT AGENDA**

72 **A. Approve Minutes for the Special Board Meeting on January 15, 2020 and the**
73 **Regular Board Meeting of January 23, 2020**

74
75 **B. Approve Expenditures from January 17, 2020 through February 20, 2020**

76 Director Vella moved to approve minutes for the Special Board Meeting on January 15,
77 2020 and the Regular Board Meeting of January 23, 2020 and Expenditures from
78 January 17, 2020 through February 20, 2020. Vice President Schmidt seconded and it
79 was unanimously approved.

80
81 **6. HEARINGS AND APPEALS**

82 None

83
84 **7. REGULAR BUSINESS AGENDA**

85 **A. Receive Presentations on Qualifications to Provide Real Estate Marketing and**
86 **Brokerage Services to Sell MPWD Surplus Real Property Located at 1513-1515**
87 **Folger Drive in Belmont, CA by:**

88 General Manager Rudock reminded the Board why the two teams were invited to
89 present and welcomed both parties.

- 90
91 1. Tom Hovorka of Keller Williams Peninsula Estates and Cheryl Villanueva of
92 Compass

93 Tom Hovorka introduced himself and Cheryl Villanueva. He reported on their
94 collective background and abilities, combined professional experience, education
95 and subject property analysis and Cheryl Villanueva presented on the pair's
96 marketing plan.

- 97
98 2. John M. Weatherby, Mark F. Lockenmeyer and Juan De Leon of Cornish & Carey
99 Commercial d/b/a Newmark Knight Frank

100 John M. Weatherby introduced himself and Juan De Leon. He apologized for Mark F.
101 Lockenmeyer's absence, and then shared his team's credentials, their local affiliation

102 and results of the research they did on the subject property and Juan De Leon
103 reported on the services their brokerage firm has to offer.
104

105 An open Board discussion followed and President Zucca thanked staff for their due
106 diligence in meeting the Board's request to review the top two proposals received
107 and asked that the item be brought back next month for further consideration.
108

109 **B. Consider Approving the Revised MPWD Strategic Plan for 2019-2020 and Revised**
110 **Director Assignments for 2020**

111 General Manager Rudock reported on changes made to Strategic Elements #1-5.
112

113 Director Vella inquired about the number of Harbor Industrial Association (HIA)
114 attendance slots available to the District and General Manager Rudock confirmed that
115 the MPWD's membership covers four (4) attendees.
116

117 Vice President Schmidt commented on Strategic Element #2 – Resource Management
118 Priority No. 2-8/20, about investigating potential ground water supply options (e.g.,
119 shallow water aquifers and recycled water) and Priority No. 2-9/20, about considering
120 solar at facilities and all electric vehicle fleet replacement where feasible and an open
121 Board discussion followed. Staff replied that solar is incorporated at several MPWD
122 sites for SCADA already and that vehicles would be considered as feasible when they
123 come up for replacement.
124

125 Director Vella moved to approve the Revised MPWD Strategic Plan for 2019-2020 and
126 Revised Director Assignments for 2020. Vice President Schmidt seconded and it was
127 unanimously approved.
128

129 **C. Receive Mid-Year Review of MPWD FY 2019/2020 Operating and Capital Budgets**
130 **and Consider Resolution 2020-02 Approving the Amended Budgets**

131 General Manager Rudock reported on total operating revenue, operating expenditures
132 and net result of operations and capital program change projections. There are no
133 significant changes to the budget.
134

135 Director Vella moved to approve the Mid-Year MPWD FY 2019/2020 Operating and
136 Capital Budgets and Resolution 2020-02 Approving the Amended Budgets. Director
137 Wheeler seconded and it was unanimously approved.
138

139 **8. MANAGER AND BOARD REPORTS**

140 **A. General Manager's Report**

141 General Manager Rudock reported on BAWSCA's request for agency input on
142 supplemental water supply needs and an open Board discussion followed. She also
143 shared highlights from last week's SFPUC Annual Wholesale Customers Meeting.
144

145 **1. Supplemented by Administrative Services Manager's Report**

146 Administrative Services Manager Pina reported on this week's balance transfer of
147 \$400,000 to the LAIF account.
148

149 **2. Supplemented by Operations Manager's Report**

150 Vice President Schmidt commented on the error at the bottom of page 4 of Operation
151 Manager Ramirez's Agenda report. He asked staff to confirm that January 2019

152 percent change on the chart provided should read -7.1% and not reflect as a positive
153 7.1%. Staff acknowledged that was an error and he is correct.

154

155 **3. District Engineer's Report**

156 District Engineer Pakpour provided an update on the Notre Dame, Cliffside Court,
157 Tahoe Drive Area Water Main Projects, adding that the final Tahoe Drive pavement
158 (slurry seal) restoration would be completed at a later date when there is better
159 weather.

160

161 President Zucca requested that staff re-evaluate any CIP El Camino Real road
162 closures through Spring of 2020 due to Caltrain's temporary closer of its Hillsdale
163 Station in San Mateo for a six month period to complete its 25th and 31st Avenues
164 Construction Project, as the Caltrain plan states it will divert commute traffic to the
165 Belmont train station.

166

167 **B. Financial Reports**

168 **1. Month Ended January 31, 2020**

169 Administrative Services Manager Pina reported that operating/non-operating revenue
170 and expenses totals are on target for mid-year. She also shared that the Budget
171 Year 2019-2020 Summary Report now reflects a Service & Installation Charge line
172 item under non-operating revenues per the Board's request.

173

174 **C. Director Reports**

175 Director Wheeler reported on the San Mateo County Sheriff's Office presentation given
176 at the Harbor Industrial Association (HIA) meeting held earlier this month.

177

178 Vice President Schmidt reported on the District's Finance Committee Meeting held
179 February 3, 2020.

180

181 **9. COMMUNICATIONS**

182 None

183

184 The Board convened to Closed Session at 8:45PM to discuss one item.

185

186 **10. CLOSED SESSION**

187 Conference with Legal Counsel – Anticipated Litigation

188 Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)

189

190 **RECONVENE TO OPEN SESSION**

191 The meeting was reconvened at 9:30PM and District Counsel reported that no reportable
192 action had been taken.

193

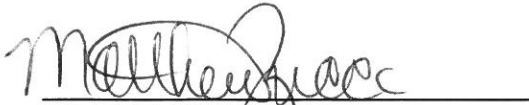
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11. ADJOURNMENT

The meeting was adjourned at 9:31PM.


DISTRICT SECRETARY

APPROVED:


BOARD PRESIDENT

