

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

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

October 22, 2015
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 Linvill at 6:30 PM.

B. **Pledge of Allegiance** – The Pledge of Allegiance was led by Board Secretary/Administrative Services Manager Candy Pina.

C. **Establishment of Quorum:**

PRESENT: Directors Linvill, Stuebing, Vella, Warden and Zucca.

ABSENT: None

A quorum was present.

ALSO PRESENT: General Manager Tammy Rudock, Administrative Services Manager Candy Pina, Operations Manager Rene Ramirez, District Counsel Joan Cassman, and District Engineer Joubin Pakpour.

District Treasurer Jeff Ira was absent.

2. **PUBLIC COMMENTS**

None.

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

Director Warden asked to pull Consent Agenda Item 5.C. for separate discussion: Approve Contract for Professional Services in the amount of \$42,400 with Cornerstone Structural Engineering Group, Inc., for Hallmark Water Storage Tank Seismic Retrofit Evaluation and Strategy Development.

4. **ACKNOWLEDGEMENTS/PRESENTATIONS**

None.

5. **CONSENT AGENDA**

A. **Approve Minutes for the Regular Board Meeting of September 24, 2015.**

B. **Approve Expenditures from September 17, 2015, through October 13, 2015.**

Director Vella moved to approve the Consent Agenda without Item 5.C., which was pulled for separate consideration, Director Stuebing seconded, and it was unanimously approved.

Consent Agenda Item 5.C. was considered separately.

50 **C. Approve Contract for Professional Services in the amount of \$42,400 with**
51 **Cornerstone Structural Engineering Group, Inc., for Hallmark Water Storage Tanks**
52 **Seismic Retrofit Evaluation and Strategy Development.**

53 Director Warden asked there be a breakdown in the contract scope by task and
54 information on housing rates to revise the proposed compensation from lump sum to
55 time and material with a sum not to exceed. President Linvill added she would like to
56 see background, including any prior project history MPWD has had with the vendor.
57 Director Zucca added this information is readily available by the consultant since they
58 have to go through this detailed process to arrive at their proposal. General Manager
59 Rudock will come back next month with the agreed upon parameters for this contract.
60

61 **6. HEARINGS AND APPEALS**

62 None.
63

64 **7. DROUGHT AND WATER CONSERVATION**

65 **A. Water Conservation Progress Report**

66 General Manager Rudock highlighted that MPWD exceeded its 20% target by almost
67 11%. Jeanette Kalabolas summarized her quarterly written report on water
68 conservation activities.

69 **B. Receive Report on State Model Water Efficient Landscape Ordinance**
70 **Revisions, Proposed BAWSCA Model Water Efficient Landscape**
71 **Ordinance, and Recommended Direction for MPWD**

72 General Manager Rudock summarized her written report and highlighted the MPWD's
73 options to use the State's Model Ordinance or the BAWSCA Model Ordinance. Staff is
74 working on a regional team to finalize the BAWSCA Ordinance and will bring that one
75 back for the Board's consideration in December. Vice President Zucca said in 2010,
76 MPWD symbolically adopted the BAWSCA Ordinance.
77

78 **8. REGULAR BUSINESS AGENDA**

79 **A. Consider Resolution 2015-19 Adopting the Revised MPWD Conflict of Interest**
80 **Code**

81 General Manager Rudock pointed out the only change made to the Conflict of Interest
82 Code was the change in the position title of one of the designated employees, from
83 Operations Superintendent to Operations Manager.
84

85 Director Warden moved to approve Resolution 2015-19 adopting the Revised MWP
86 Conflict of Interest Code, Vice President Zucca seconded. Roll call was taken, and it
87 was unanimously approved.

88 **B. Consider and Confirm MPWD 2016 Board Meeting Schedule**

89 General Manager Rudock offered up a proposed schedule for 2016's Board meeting
90 dates. All meeting dates through November were agreed upon, and Thursday,
91 December 15, 2016 was selected for the December Board meeting.
92

93 **9. MANAGER'S AND BOARD REPORTS**

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

95 General Manager Rudock highlighted that MPWD will be closed on November 11th for
96 Veteran's Day. She will not be attending the ACWA Conference in December due to
97 other scheduling conflicts. She distributed San Mateo County's informational document
98 regarding Sea Level Changes, and directed those interested in more detail to visit the
99 website: <http://www.pointblue.org/ocof>.

100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150

1. Supplemented by Administrative Services Manager's Report

Administrative Services Manager Pina pointed out staff had a pumpkin carving contest, and the pumpkins entered were sitting in the audience.

2. Supplemented by Operations Manager's Report

Operations Manager Ramirez discussed the initial meeting BAWSCA organized for the San Mateo County Ground Water Sustainability Partnership he and General Manager Rudock attended. Dr. Adrienne Carr from BAWSCA spoke about the San Mateo County Plain sub-basin. There are 515 basins which are part of the Ground Water Act. Each basin has been ranked between low, medium, and high priority. Those that are ranked between medium and high priority will be required to have a Ground Water Management Plan in place by 2020. This plan will need to be implemented by 2042. BAWSCA will be creating a plan for the benefit of BAWSCA member agencies as a starting point for those that are required to put a plan in place by 2020.

3. Supplemented by District Engineer's Report

District Engineer Pakpour distributed the list of capital projects, the resulting work product from the water hydraulic modeling project. The summary page outlined the 90 infrastructure projects with costs. Next steps are to prioritize the projects into a 5-year and 10-year Capital Improvement Program. Operations Manager Ramirez will be working with staff to prioritize and break out potential projects that can be accomplished internally. Next week, MPWD's management team will be meeting with a financial advisor to start looking at possible funding scenarios for the identified capital needs of the MPWD. Given that the total projected CIP is \$47,400,000, the historical pay-as-you-go model appropriating \$1,500,000 each year for capital projects would take close to 50 years to complete the identified projects. Next month, General Manager Rudock will introduce a 5-year capital improvement program with a rolling 10-year plan. She will also have introductory remarks on funding options.

President Linvill thanked District Engineer and staff for the work they did on this very important and vital document of which she is very proud to be a part. Vice President Zucca said the work was outstanding. Director Stuebing appreciated the team building exercise this project offered, and speculated that the improved culture will live a long time. Director Warden asked to include a pay-as-you-go option as one of the funding mechanisms.

B. Financial Reports

General Manager Rudock noted that total revenues and expenses are on target.

C. Director Reports

Director Stuebing reported he will be attending the San Mateo County California Special District Association (CSDA) meeting.

Director Vella reported that he attended the HIA meeting and presentation and annual report on the industrial and commercial real estate market in Belmont and surrounding cities within San Mateo County.

151 President Linvill reported that the Audit Committee met with David Becker of James
152 Marta & Company to review the 2014-2015 financial audit results. She and Director
153 Warden confirmed they were very pleased with the results.
154

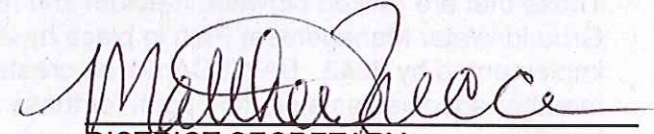
155 **10. FUTURE AGENDA BUSINESS ITEMS**

156 None.

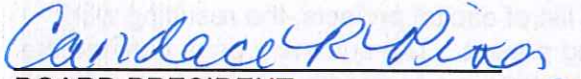
157
158 **11. COMMUNICATIONS**

159 None.

160
161 Director Stuebing motioned to adjourn at 7:50PM, Director Warden seconded, and it was
162 unanimously approved.
163

164
165 
166 ~~DISTRICT SECRETARY~~
167 *CP Board President*

168 APPROVED:

169
170 
171 BOARD PRESIDENT
172 *District Secretary CP.*