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

September 27, 2018
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 Warden at 6:32PM.

B. **Establishment of Quorum:**

PRESENT: Directors Warden, Stuebing, Linvill and Vella.

Director Zucca was absent.

A quorum was present.

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

C. Pledge of Allegiance – The Pledge of Allegiance was led by Director Vella.

2. **PUBLIC COMMENTS**

None.

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

None.

4. **ACKNOWLEDGEMENTS/PRESENTATIONS**

A. Michael Anderson, Operations Supervisor and Project Construction Inspector and Feraydoon Farsi, EIT and Project Manager – MPWD FY 2017/2018 CIP Completion District Engineer Pakpour acknowledged Mr. Anderson and Mr. Farsi and thanked both for their project efforts. General Manager Rudock expressed her appreciation and commented that their involvement from the very beginning of the water hydraulic modeling and CIP development has paid off when it gets down to project construction. Operations Manager Ramirez praised both on a job well done and relayed that he is proud to be part of the CIP team with them.

Mr. Anderson and Mr. Farsi mutually expressed their gratitude and thanked the Board and management for the opportunity to contribute.

Director Linvill and Vice President Vella separately congratulated and recognized both gentlemen.

B. Jonathan Anderson, Water Service Operator – 2nd Place in the First Annual San Mateo and Santa Clara Counties Equipment Rodeo

51 Mr. Anderson reported and shared photographs on his 2nd place finish in the San Mateo
52 and Santa Clara Counties first annual equipment operators' competition, as well as his
53 recent attendance at the APWA (American Public Works Association) National
54 Equipment Rodeo held August 28, 2018 in Kansas City, Missouri.

55
56 **5. CONSENT AGENDA**

- 57 A. Approve Minutes for the Regular Board Meeting on August 23, 2018
58 B. Approve Expenditures from August 15, 2018 through September 20, 2018
59 C. Receive FY 2018/2019 MPWD Operating and Capital Budgets Document
60

61 Director Stuebing moved to approve the Regular Board Meeting of August 23, 2018 minutes
62 and Expenditures from August 15, 2018 through September 20, 2018. Director Linvill
63 seconded and it was unanimously approved, except for Vice President Vella who abstained
64 from the minutes.

65
66 **6. HEARINGS AND APPEALS**

67 None.
68

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

71 None.
72

73 **8. REGULAR BUSINESS AGENDA**

- 74 **A. Consider Resolution 2018-19 Ratifying Letter Agreement between the MPWD and**
75 **MPWD Employees Association for the term October 1, 2018 through September**
76 **30, 2023 including the Revised MPWD Compensation Plan and Revisions to the**
77 **MPWD Personnel Manual**

78 General Manager Rudock summarized bargaining provisions reached and sought Board
79 ratification of Resolution 2018-19 Approval of Letter Agreement between the MPWD and
80 MPWD Employees Association for the term October 1, 2018 through September 30,
81 2023, including the revised MPWD Compensation Plan and Revisions to the MPWD
82 Personnel Manual.

83
84 MPWD Employee Association President, Michael Anderson spoke on behalf of the
85 Association. He shared he was pleased with the overall negotiations process and
86 results, recognized the value of the Koff & Associates Total Compensation Study, and
87 thanked all parties involved in reaching an agreement.

88
89 Director Linvill offered that the agreement was fair and objective. She also asked why
90 there were two different charts for overall performance ratings definitions. General
91 Manager Rudock clarified that page 43 defines the overall performance matrix going
92 forward in the new Compensation Plan and page 103 is a copy of the matrix that was
93 used under the 2009 Salary Plan Amendment and was for reference purposes only.
94

95 Director Warden inquired about the new part-time accountant position mentioned under
96 the Agreement. General Manager Rudock said she received the message from the
97 Board on the subject of hiring additional full-time employees, and developed an alternate
98 solution.
99

100 Vice President Vella shared he had concerns about overtime and the field crews new
101 agreed upon hours of operation. General Manager Rudock assured the Board that

102 concerns were definitely addressed during discussions and confirmed that staff is always
103 very conscientious with respect to overtime. Vice President Vella also asked staff if
104 noise ordinance and start time concerns were taken into account. General Manager
105 Rudock conveyed that staff is aware of the Belmont noise ordinance and that there is
106 plenty to do before start-up of noisy work before 8:00AM. MPWD Employee Association
107 President, Michael Anderson added that employees are always extremely respectful and
108 mindful of the community and its citizens.

109
110 Vice President Vella moved to approve Resolution 2018-19 Ratifying Letter Agreement
111 between the MPWD and MPWD Employees Association for the term October 1, 2018
112 through September 30, 2023 including the Revised MPWD Compensation Plan and
113 Revisions to the MPWD Personnel Manual. Director Stuebing seconded. Roll call was
114 taken and it was unanimously approved.

115
116 **B. Consider Resolution 2018-20 Approving Salary Schedules for all MPWD Personnel**
117 **Classifications effective October 1, 2018**

118 General Manager Rudock sought Board ratification of Resolution 2018-20 Approval of
119 Salary Schedules for all MPWD Personnel Classifications effective October 1, 2018.

120
121 Vice President Vella moved to approve Resolution 2018-20 Approving Salary Schedules
122 for all MPWD Personnel Classifications effective October 1, 2018. Director Linvill
123 seconded. Roll call was taken and it was unanimously approved.

124
125 **C. Progress Report on MPWD 2017-2018 Strategic Plan**

126 General Manager Rudock reported on 2017-2018 Strategic Plan progress and priorities.

127
128 Director Linvill asked for clarification on the completed status of the 2017 AMI meter
129 change-out program. General Manager Rudock explained that the program is
130 continuous but that the status reflected in the report for that particular goal for 2017 was
131 achieved. Vice President Vella wanted to know why other agencies are interested in the
132 District's AMI program. General Manager Rudock advised that most are beginning their
133 meter change-out programs or might be having challenges and staff has found that
134 shared conversations and information often resulted in good ideas such as cost savings
135 or efficiencies in installation.

136
137 General Manager Rudock reminded the Board that a Special Board Meeting/Strategic
138 Planning Session is planned for January 2019.

139
140 President Warden acknowledged public comment on this item. Brian Schmidt
141 addressed the Board that ongoing coordination with the City of Belmont and open
142 dialogue about consolidation potential were of interest to him as a candidate for the
143 District Board.

144
145 **D. Receive BAWSCA Update by Director Louis Vella**

146 Vice President Vella reported on highlights from the BAWSCA Board Meeting he
147 recently attended.

148
149 **9. MANAGER AND BOARD REPORTS**

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

151 General Manager Rudock requested Board direction on the hydrants painted for
152 Belmont's 1976 Anniversary Celebration ("Happy Hydrants"). Board discussion followed.

153 The Board agreed that a sub-committee comprised of President Warden and Director
154 Linvill would facilitate discussions with stakeholder groups and draft Board policy for
155 future consideration.

156
157 General Manager Rudock reported that Director Zucca wanted to remind the Board
158 about hosting a meeting with City of Belmont officials regarding continued coordination
159 regarding development and water and sewer projects. She suggested that the Board
160 revisit the idea at the January 2019 Strategic Planning Session. She also informed the
161 Board that the San Carlos Economic Development Advisory Commission reached out
162 and would like to meet with us regarding regional water supply. She shared a copy of
163 the DRAFT Fee Schedule postcard and received input from Directors. She also
164 reported that staff will be purchasing two replacement District plug-in hybrid vehicles by
165 calendar year end, since recent legislation changed permitting requirements for clean air
166 registration and the existing vehicles will not be eligible for permitting beyond 12/31/18.
167 The two vehicles were scheduled for replacement next fiscal year.

168
169 **1. Supplemented by Administrative Services Manager's Report**

170 No report other than the submitted written report.

171
172 **2. Supplemented by Operations Manager's Report**

173 Operations Manager Ramirez provided an update on the number of AMI meters
174 changed out and USA tags addressed last month. He also reported on new
175 development and that staff has completed individual meter installations for 400-490
176 El Camino Real mixed-use development project.

177
178 President Warden inquired about the proposed development at 1325 Old County
179 Road. Operations Manager Ramirez reported on details shared by staff, the City of
180 Belmont and plan designer to date.

181
182 **3. Supplemented by District Engineer's Report**

183 District Engineer Pakpour reported on a workshop hosted at the MPWD for
184 surrounding water districts regarding new innovative water loss technology that uses
185 fire hydrants to listen for leaks and the hiring of the structural engineering firm of
186 Beyaz & Patel to design the Dekoven replacement tanks.

187
188 **B. Financial Reports**

189 **1. Receive Financial Reports for Month Ended August 31, 2018**

190 **2. Receive General Manager's Annual Report for Fiscal Year Ended**
191 **June 30, 2018**

192 General Manager Rudock reported on Fiscal Year End June 30, 2018 finances, Capital
193 Programs, LAIF Reserves and Litigation status. She also advised that MPWD will be
194 hosting its bi-annual fall 2018 Landscape Education Class on Tuesday, October 16,
195 2018 from 6-8PM. This year's topic is Design-It-Yourself Native Gardens.

196
197 **C. Director Reports**

198 Vice President Vella commented on a recent article written and released by a local
199 Carlmont High School student.

200
201 Director Stuebing reported that he will not be at the October 25, 2018 regular Board
202 meeting and shared that he recently read an article that weather experts are predicting a
203 wetter than usual winter.

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10. COMMUNICATIONS

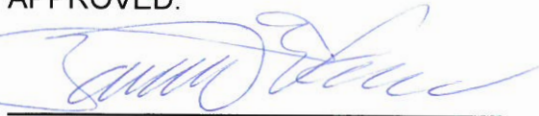
None.

11. ADJOURNMENT

The meeting was adjourned at 8:10PM.


DISTRICT SECRETARY

APPROVED:


BOARD PRESIDENT

