

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

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

JANUARY 21, 2016  
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 Vice President Warden at 5:05PM. He reported that because of a work commitment, President Zucca would be late and appointed him to chair the meeting in his absence.

B. **Establishment of Quorum:**

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

**ABSENT:** President Zucca.

A quorum was present.

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

C. **Pledge of Allegiance** – The Pledge of Allegiance was led by General Manager Rudock.

2. **PUBLIC COMMENTS**

None

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

None

4. **REGULAR BUSINESS**

- A. Receive General Manager's Report on 2015 Strategic Plan Accomplishments
- B. Develop 2016 Strategic Plan
- C. Consider and Approve 2016 Director Assignments
- D. Other Topics for the Good of the Order

General Manager Rudock introduced consultant, Julie Brown, of Julie M. Brown and Associates, who has worked several years now with the Board on its strategic planning and the General Manager's performance evaluation process. General Manager Rudock briefly reviewed the MPWD's 2015 significant accomplishments. Julie Brown then initiated strategic discussions and the following notes were charted.

**2015 Accomplishments of Which We're Most Proud**

- Completion of hydraulic water modeling and mapping project; engagement of staff; drove capital improvements
- Morale/atmosphere in district; employee involvement and level of awareness

- 50 • Drought response (not originally a priority); ability to respond successfully was  
51 significant; proactive; involved community and Directors
- 52 • Rigor of the fee and rate study parameters for setting rates; updated development  
53 impact fees and success of individual meter installation discussion; ability to draw upon  
54 this money → created a foundation
- 55 • 6/29 reorganization

56 **Enabling Board Competencies**

- 57 • Ability to deliberate important issues in a non-confrontational manner; being heard;  
58 drawing upon board diversity to make good decisions on complex issues
- 59 • Board was involved in a role appropriate manner; policy oriented, focus on timeliness  
60 and deliverables
- 61 • Flexibility; level of improvement in how we've done our work; honesty and candor
- 62 • Board's ability to trust staff to do their jobs; effective communications, candor/honesty  
63 from General Manager
- 64 • Thoroughness, thoughtfulness of hard decision making
- 65 • Courage (individual metering!)
- 66 • Effective communication/messaging

67 **Areas for Development**

- 68 • Communication – ability to understand one another's personality/leadership styles to  
69 enhance trust and interactions
- 70 • (From a Board perspective) Better understanding of employee roles and responsibilities  
71 (in support of determining how to best use resources and talents to meet our goals)
- 72 • Delivering messages better to our constituents; promoting ourselves better to the  
73 community at large
- 74 • Strategic thinking; proactively planning for future (innovative, creative) scenarios and  
75 different water models
- 76 • Political advocacy – we're leading from behind, reacting to issues with the City of  
77 Belmont; leveraging the drought to re-position the District's relationship for effective  
78 resource use

79 There were no changes to the MPWD's Vision and Mission Statements or Strategic Goals.  
80 Director Assignments for 2016 were discussed and a few changes were made. These changes  
81 will be considered for approval at the February 25, 2016 Board Meeting.

82  
83 **5. ADJOURNMENT**

84 Director Stuebing moved to adjourn at 7:05PM, Director Linvill seconded, and it was  
85 unanimously approved.

86  
87   
88 DISTRICT SECRETARY

89 APPROVED:  
90   
91 BOARD PRESIDENT  
92