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

February 25, 2021
Belmont, California

DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE
PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-
25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH
M. BROWN ACT.

MEMBERS OF THE PUBLIC COULD NOT ATTEND THIS MEETING IN PERSON.
Board members, staff, and the public participated remotely.

A public comment submit option was available via email to
District Secretary, Candy Pina, at candyp@midpeninsulawater.org.
No public comments were received.

1. OPENING

A. Call to Order:

The regular teleconference meeting of the Mid-Peninsula Water District Board of Directors began at 6:32PM.

B. Establishment of Quorum:

PRESENT: Directors Schmidt, Wheeler, Vella and Zucca.

Director Warden joined late at 8:00PM.

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 and District Counsel Julie Sherman.

2. PUBLIC COMMENT

None.

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

Director Vella commented that staff needs to start thinking about applying cost estimates to the 2021-2022 Strategic Plan Overview.

Director Wheeler reported a typo on the staff report provided for Agenda Item No. 5.C. under background information; the second paragraph references the ninth and tenth amendments to the District Engineer's Contract for Professional Services. However, this should read the tenth and eleventh amendments. Staff advised the correction would be made.

50 Director Schmidt requested line 54 of the January 14, 2021 Special Board Meeting Minutes,
51 Virtual Board Meetings, be amended to include future virtual Board meetings if the Brown
52 Act can be honored and District Counsel Sherman confirmed that legislation in this regard is
53 presently under consideration.

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55 **4. ACKNOWLEDGEMENTS/PRESENTATIONS**

56 None.

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58 **5. CONSENT AGENDA**

- 59 A. Approve minutes for the Regular Board Meeting on December 17, 2020
60 B. Approve Expenditures from December 11, 2020 through January 21, 2021
61 C. Approve Resolution 2021-01 Establishing Surplus Items List 21-01 and Declaring One
62 Vehicle in District Inventory as Surplus and Authorizing Staff to Sell the Item via
63 Govdeals.com

64
65 Director Vella moved to approve Consent Agenda Items 5.A.-5.C. Vice-President
66 Wheeler seconded. Roll call vote was taken, and the Consent Agenda was unanimously
67 approved by the directors' present. Director Warden arrived at 8:00 p.m., after the
68 consent agenda was approved.

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70 **6. HEARINGS AND APPEALS**

71 None.

72
73 **7. REGULAR BUSINESS AGENDA**

- 74 **A. Consider Preliminary Water Capacity Charge Study Results and Provide Direction**
75 General Manager Rudock welcomed District consultant, RDN, Inc.

76
77 Operations Manager Ramirez gave a brief background on the Preliminary Water
78 Capacity Charge Study conducted, provided a short list of policy issues for the Board to
79 consider and introduced the RDN, Inc. team.

80
81 Ms. Kido and Mr. VanDinther from RDN, Inc. presented on Preliminary Water Capacity
82 Charge Study highlights and an open Board discussion followed. The Board directed
83 staff and RDN regarding comparison agencies and evaluating the addition of the
84 MPWD's 6" water mains into the capacity charge calculation.

- 85
86 **B. Consider Preliminary Water Rate Study Results and provide Direction**

87 General Manager Rudock opened the Agenda item and introduced Mr. Farnkopf with
88 HFH Consultants, LLC.

89
90 Mr. Farnkopf presented on Preliminary Water Rate Study Results and an open Board
91 discussion followed.

92
93 Board direction was given that staff proceed in converting preliminary findings to a draft
94 report. The directive was also given that staff start work on the customer notification
95 process.

- 96
97 **C. Approve or Provide Direction on the MPWD 2021-2022 Strategic Plan, including
98 Mission Statement, Vision Statement, Strategic Goals and Director Assignments**

99 General Manager Rudock explained the plan's new format and reviewed strategic
100 elements 1-5, basic measures and Director assignments.

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An open Board discussion followed.

Director Zucca commented that the new strategic plan format lacked substance when compared to the previous format and work the Board performed in developing it.

Director Warden moved to approve the MPWD 2021-2022 Strategic Plan, including Mission Statement, Vision Statement, Strategic Goals and Director Assignments. Director Vella seconded. Roll call vote was taken, and the MPWD 2021-2022 Strategic Plan was unanimously approved.

8. MANAGEMENT AND BOARD REPORTS

A. Management Reports

1. General Manager's Report

General Manager Rudock advised she had nothing else to report on other than what was provided in the General Manager's Report in the Board Agenda packet delivered.

2. Administrative Service Manager's Report

Administrative Service Manager Pina reported that another transfer was made to the LAIF Balance account, bringing the new balance total to \$9,688,962.

3. Operations Manager's Report

Operations Manager Ramirez reported on the installation of several new project construction signs within the community, the recent discovery of diseased trees at the Dekoven Tank Site, USA tag totals, new development activities and MPWD Annual Water Consumption Comparison Graph.

4. District Engineer's Report

District Engineer Pakpour shared some additional information on the environmental impacts to the Dekoven project, gave an update on the SR 101-PAMF phase-1 work recently completed and reviewed the pictures supplied in the District Engineer's Report in the Board Agenda packet delivered.

B. Financial Reports

1. Month End January 31, 2021

Administrative Services Manager Pina reported on the operating/non-operating revenue and expense total percentages year-to-date.

C. Director Reports

Director Zucca commented on the Board packets preparation and delivery schedule.

9. COMMUNICATIONS

None.

10. ADJOURNMENT

The meeting was adjourned at 9:48PM.

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Candace R. Pina
DISTRICT SECRETARY

APPROVED:

Bryi Lely
BOARD PRESIDENT