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

June 24, 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](mailto: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 6:33PM.

**B. Establishment of Quorum:**

**PRESENT:** Directors Schmidt, Wheeler, Vella and Zucca

A quorum was present. A Board member vacancy exists after the resignation of Dave Warden effective June 11, 2021.

**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

MPWD Urban Water Management Plan (UWMP) Consultants Marty Laporte and Jean Gardner, Consultant John Davidson, Operations Supervisor Michael Anderson, and Kevin Okada, P.E., with the City of Burlingame

**2. PUBLIC COMMENT**

None.

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

Director Vella requested that lines 202-204 of the minutes be amended to reflect his intent that MPWD attire be worn once or twice a year to reflect District pride.

General Manager Rudock confirmed that the correction would be made.

**4. ACKNOWLEDGEMENTS/PRESENTATIONS**

None.

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**5. CONSENT AGENDA**

- A. Approve Minutes for the Regular Board Meeting on May 27, 2021**
  
- B. Approve Expenditures from May 15, 2021, through June 16, 2021**
  
- C. Approve Resolution No. 2021-13 Authorizing a Two-Year Contract for Professional Services with John Davidson d/b/a Jrocket77 Design & Marketing in the amount of \$62,500 for Public Outreach/Education/Relations and MPWD Website Management and Printing Services in the amount of \$17,500 for a total amount each Fiscal Year of \$80,000**
  
- D. Approve Resolution No. 2021-14 Accepting as Complete the SR101 Crossing at PAMF Water Main Improvements – Phase 1 and Authorizing the Recordation of a Notice of Completion for the Project**
  
- E. Receive Amended and Restated Contract for Professional Services between the MPWD and District Engineer Pakpour Consulting Group, Inc. effective July 1, 2015**

Director Vella asked if a vote was required on the Highland Hydrant Project and General Manager Rudock advised that no vote was warranted, as the item was only on the Agenda as a Board presentation.

President Schmidt wanted to know if the Highland Hydrant Project would be impacted by Director Warden's resignation and General Manager Rudock confirmed that it was not impacted, and staff was handling project coordination.

Director Vella moved to approve Consent Agenda Items 5.A.-5.E. Vice President Wheeler seconded. Roll call vote was taken, and the Consent Agenda was unanimously approved.

**6. HEARINGS AND APPEALS**

- A. Overview of MPWD 2020 Urban Water Management (UWMP) and Water Shortage Contingency Planning (WSCP) Process and the San Francisco Regional Water System**

Director Vella commented that the MPWD brochure was well designed and easy to follow.

Vice President Wheeler echoed the comments made by Director Vella and was also impressed with the public review draft of the MPWD 2020 UWMP & WSCP.

Director Zucca added that the presentation by staff and the brochure were well done.

President Schmidt asked if there were there any public comments on the prior MPWD UWMP & WSCP in 2015? Consultant Marty Laporte answered that there were none to date.

President Schmidt asked if there was a sharing of information among surrounding agencies? General Manager Rudock responded in the affirmative and explained further that the plan consultants collaborated and explored common language with surrounding

101 agencies. She further stated that all agencies within BAWSCA shared ideas and plan  
102 language.

103  
104 President Schmidt commented that he recalled the potential cutback for the MPWD  
105 might be as high as 60% and wanted confirmation. Consultant Marty Laporte responded  
106 that it was 54% at the highest, based upon agency demand levels and not supply  
107 assurances.

108  
109 President Schmidt asked why augmented water supply was not further explored in the  
110 plan, for example, recycled water—was it not feasible? And what about  
111 groundwater? General Manager Rudock responded that staff was in the process of  
112 finalizing a working draft report by consultant EKI about their study results, findings, and  
113 recommendations regarding potential use of shallow aquifers and the potential for  
114 groundwater in the San Mateo basin within the MPWD service territory. She further  
115 reported that staff had recently met with Redwood City and the SFPUC project  
116 consultant regarding an SFPUC direct/indirect potable reuse capital project, which while  
117 many years out, could be viable for the MPWD as supplemental or drought water supply.

118  
119 President Schmidt commented that there was a certain lack of specificity in some of the  
120 responses or contingencies, and maybe that was unavoidable. He was finally interested  
121 if it might be possible to finance an extension of the recycled system elsewhere further in  
122 Redwood City and in return, they could wheel some of the Hetch Hetchy water that they  
123 do not need because we extended the recycled water for that. General Manager  
124 Rudock responded that Redwood City was very interested in this subject and a leader  
125 together with the SFPUC and consulting team for the direct/indirect potable reuse capital  
126 project.

127  
128 Director Zucca added that in terms of the groundwater and water supply, this is a  
129 continuous conversation, and not necessarily one that is special to the UWMP. The  
130 UWMP lays out the best that we have, and what we know, and we are not going to solve  
131 all problems in the one year it takes to develop a plan itself. He thought an indirect  
132 potable reuse project would be where he would consider investing MPWD dollars. He  
133 further stated that we should continue to have these discussions.

134  
135 President Schmidt opened the public hearing at 7:28PM and asked if there were any  
136 public comments. Hearing from staff and seeing that there were none, the public  
137 hearing was closed at 7:29PM.

138  
139 At next month's Board meeting on July 22<sup>nd</sup>, consultant Marty Laporte will provide an  
140 overview of the MPWD's 2020 UWMP and WSCP during the second and final scheduled  
141 public hearing.

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143 **7. REGULAR BUSINESS AGENDA**

144 A. Regarding District Surplus property located at "F" Street in San Carlos, CA (APN# 045-  
145 320-100), Consider:

- 146  
147 1. Resolution 2021-15 Declaring Accessor's Parcel Number 045-320-100, Commonly  
148 known as "F" Street in San Carlos, CA as Exempt Real Surplus Property; and  
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150 2. Resolution 2021-16 Authorizing the Sale of District Surplus Property located at "F"  
151 Street in San Carlos, CA (APN# 045-320-100)

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General Manager Rudock reported that the first resolution deals with declaring the "F" Street property as "exempt surplus property" and the second with the authority of sale of the "F" Street property in San Carlos, CA. She reported that the County had approved the agreement and was ready to wire transfer the funds after the MPWD approved and executed it.

District Counsel Sherman explained the state's Surplus Lands Act exemption process for sale to another public agency, which is the reason for the first resolution, and an open Board discussion followed.

Director Vella moved to approve Resolution 2021-15, Declaring Accessor's Parcel Number 045-320-100 Commonly known as "F" Street in San Carlos, CA as Exempt Real Surplus Property and Resolution 2021-16, Authorizing the Sale of District Surplus Property located at "F" Street in San Carlos, CA (APN# 045-320-100). Director Zucca seconded. Roll call vote was taken, and it was unanimously approved.

**B. Receive Final Report and Presentation on Completed CIP #15-86: Demolition of Abandoned Pump Station at 1510 Folger Dr in Belmont, CA**

General Manager Rudock gave a brief summary on the project completion and budget and introduced Operations Supervisor Michael Anderson to share his presentation on some history, project background, and before/after demolition photos.

**C. Consider Appointment Process for Director Vacancy and Provide Direction to Staff**

General Manager Rudock opened the discussion and shared that staff and District Counsel worked together on the process and draft Notice of Vacancy.

District Counsel Sherman reported on Board member appointment options, framework, key dates, and activities.

An open Board discussion followed, and staff was given direction by the Board to proceed with the Notice of Vacancy and schedule a Special Board Meeting on August 5<sup>th</sup> if needed to continue the appointment process.

**D. Discuss Return to In-Person Board Meetings**

General Manager Rudock shared the Governor's order regarding Brown Act meetings will expire on September 30<sup>th</sup> and in-person meetings would resume in October.

President Schmidt asked the Board to weigh in and an open Board discussion followed.

General Manager Rudock reported that staff would be ready for a return to in-person Board meetings in October. The MPWD COVID-19 Prevention Plan would be revised by then and workplace safety standards would be in place.

Board direction was given that the item be brought back in September for further discussion.

202 E. **Receive Report on California and San Francisco Regional Water System Drought**  
203 **Conditions**  
204 Operations Manager Ramirez reported on the California drought monitor map, MPWD's  
205 2-month water use comparison chart, the MPWD and SFPUC graphs provided in his  
206 staff report, and the SFPUC Regional Water System storage conditions.  
207

208 **8. MANAGEMENT AND BOARD REPORTS**

209 **A. Management Reports**

210 **1. General Manager's Report**

211 General Manager Rudock introduced the General Manager Recruitment item and  
212 announced she would be bringing it before the Board next month for consideration.  
213

214 **2. Administrative Service Manager's Report**

215 Administrative Services Manager Pina gave an update on the At-Large to Zone  
216 Based Elections Project.  
217

218 **3. Operations Manager's Report**

219 Operations Manager Ramirez followed up on the number of Fire House Square  
220 connections, USA totals, service leaks and the El Camino Real Construction water  
221 main replacement project.  
222

223 General Manager Rudock added that the Risk and Resiliency Assessment  
224 Certification was complete and would be filed by the June 30, 2021, deadline.  
225

226 President Schmidt inquired about the XiO SCADA change-out and Operations  
227 Manager Ramirez advised that the project would be completed in house.  
228

229 Director Vella commented on the tracking of water loss costs.  
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231 **4. District Engineer's Report**

232 District Engineer Pakpour gave a status update on all active District projects.  
233

234 **B. Financial Reports**

235 **1. Month End March 31, 2021**

236 Administrative Services Manager Pina reported on revenues, expenditures and debt  
237 ratio percentages and shared that the Year-end Field Audit was scheduled for  
238 September 2, 2021.  
239

240 **C. Director Reports**

241 Director Vella reported on his meeting with Hydrant Paint Project student Matthew R.  
242 and the Employee Appreciation Luncheon he attended on Tuesday and how good it was  
243 to see staff.  
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245 President Schmidt also reported that he attended the Employee Appreciation Luncheon  
246 and that it was great to see everyone.  
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248 Vice President Wheeler stated he also attended the luncheon and appreciated the  
249 invitation.  
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251 **9. COMMUNICATIONS**

252 None.

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**10. CLOSED SESSION**

Threat to Public Services or Facilities Subject to Government Code Section 54957(a) – One Item. Consultation with: General Manager

The Board convened to closed session at 9:29PM after a 5-minute break.

**11. RECONVENED TO OPEN SESSION**

The Board reconvened to open session at 9:49PM and District Counsel Sherman advised that there was no reportable action.

**12. ADJOURNMENT**

The meeting was adjourned at 9:50PM.

  
DISTRICT SECRETARY

APPROVED:

  
BOARD PRESIDENT