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

Thursday, September 23, 2021  
Belmont, California

Meeting Link: <https://global.gotomeeting.com/join/910125701>  
Dial by Telephone U.S. (Toll Free): 1-866-899-4679  
Access Code: 910-125-701

**1. OPENING**

**A. Call to Order**

The regular teleconference meeting of the Mid-Peninsula Water District Board of Directors was called to order at 6:30 PM.

**B. Establishment of Quorum**

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

A quorum was present.

**ALSO PRESENT:** General Manager Tammy Rudock, Operations Manager Rene Ramirez, Administrative Services Manager and Board Secretary Candy Pina, Management Analyst Monique Madrid, District Engineer Joubin Pakpour, and District Counsel Julie Sherman.

Guests: Marty La Porte, Manage Water Consulting, Inc.

**2. PUBLIC COMMENT**

None

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

Director Vella requested items 7G and 7E be heard in reverse order. Consensus was reached and they were heard in reverse order.

Administrative Services Manager & Board Secretary Pina reported page 11, line 272 of the July 22, 2021, minutes needed correction to state Director Mostasisa was elected to the School Board in 2003 not 2013.

**4. ACKNOWLEDGEMENTS/PRESENTATIONS**

**A. Tava Mataele, Maintenance Technician - 15-Year Service Anniversary**

General Manager Rudock recognized the 15-year service anniversary of Tava Mataele, Maintenance Technician, and that he was unable to attend the meeting. Operations Manager Ramirez shared that Tava prides himself on providing good service and his Supervisor, Michael Anderson leans on him for assistance in Operations.

President Schmidt thanked Tava for his hard work and offered his congratulations. Director Vella acknowledged Tava as an asset to the MPWD.

**5. CONSENT AGENDA**

**A. Approve Minutes for the Regular Board Meeting on July 22, 2021**

**B. Approve Expenditures from July 15, 2021, through August 15, 2021, and from August 16, 2021, through September 15, 2021**

56 **C. Approve the ACWA Region 5 Nominating Committee's Recommended**  
57 **Slate for Board Term 2022-2023 and Direct Staff to Cast the Electronic**  
58 **Ballot**

59 There was Board discussion about the lengthy minutes and General Manager  
60 Rudock explained that it was because recordation purposes for the Dave Warden  
61 acknowledgment, Urban Water Management Plan (UWMP) public hearing,  
62 and new Board member Cathy Mostasisa's appointment. Direction was given  
63 to place the style of Board minutes on a future agenda for consideration.

64  
65 Director Vella moved to approve the consent agenda.

66  
67 Director Wheeler seconded the motion.

68  
69 **Roll Call Vote: Agenda Item 5A - 5C passed unanimously: 5-Ayes, 0-Noes**  
70

71 **6. HEARINGS AND APPEALS**

72 None

73  
74 **7. REGULAR BUSINESS AGENDA**

75 **A. Consider Resolution 2021-23 Adopting the MPWD 2020 Water Shortage**  
76 **Contingency Plan, effective October 1, 2021**

77 Operations Manager Ramirez introduced the item and provided a brief overview.

78  
79 Marty LaPorte reported on the Board requested changes and some of the Water  
80 Shortage Contingency Plan (WSCP) action levels. She explained that the MPWD's  
81 water supply guarantee from San Francisco was detailed throughout the plan  
82 documents. She included a review of the process for development of the  
83 UWMP and Appendices, WSCP, the public hearings, notifications to the public,  
84 and noted additional time was allowed for public review prior to asking the Board  
85 to adopt the plans. Additionally, she reviewed the process following the adoption  
86 of the item.

87  
88 Board discussion followed. Director Vella recommended clarifying the language  
89 in the Resolution to include the customer count in addition to the population of  
90 Belmont. He asked if it will be reviewed at the State level?

91  
92 Marty answered in the affirmative that the plan would be reviewed by the State,  
93 and explained there is a checklist of the required components within the document.

94  
95 President Schmidt recommended specific language to clarify the Resolution by  
96 adding to the end of the second, "Whereas," the following: "Water Supplier  
97 providing water to a population of over 27,000 and more than 3,000 customers".

98  
99 Director Vella moved to Approve Resolution 2021-23 Adopting the MPWD 2020  
100 Water Shortage Contingency Plan as amended, effective October 1, 2021.

101  
102 Director Zucca seconded the motion.

103  
104 **Roll Call Vote: Item 7.A. passed unanimously, 5-Ayes, 0-Noes.**

105  
106 **B. Consider Resolution 2021-24 Adopting the MPWD 2020 Urban Water**  
107 **Management Plan, effective October 1, 2021**

108 Operations Manager Ramirez explained this is a document that goes with  
109 the WSCP. He provided a summary overview of the plan, and the water supply.

110  
111 Marty LaPorte reviewed the plan language edits for water shortage emergency

112 declarations.

113  
114 Operations Manager Ramirez commented there was discussion on how to  
115 enforce choices of water regulations when cutbacks are severe.

116  
117 Consensus was reached to amend the Resolution in the second, "Whereas,"  
118 to include the same amended language as was included in the amendment to  
119 the WSCP Resolution 2021-23.

120  
121 Director Vella moved to approve Resolution 2021-24 Adopting the MPWD  
122 Urban Water Management Plan, as amended, effective October 1, 2021.

123  
124 Director Zucca seconded the motion.

125  
126 **Roll Call Vote: Item 7.B. passed unanimously: 5-Ayes, 0-Noes.**

- 127  
128 **C. Consider Resolution 2021-25 Authorizing Task Order MPWD-21-01 in the**  
129 **amount of \$35,530 with District Engineer Pakpour Consulting Group, Inc.,**  
130 **for Additional Engineering Design, Planning, and Pre-Construction**  
131 **Services related to the Dekoven Tanks Replacement Project (CIP #15-89)**  
132 Board discussion followed, after an overview by staff. The Board provided  
133 direction that contract amendments and task orders should be approved by the  
134 Board in advance of services being provided.

135  
136 Director Mostasisa moved to approve Resolution 2021-25 authorizing Task Order  
137 MPWD-21-01 in the amount of \$35,530 with District Engineer Pakpour Consulting  
138 Group, Inc., for additional Engineering Design, Planning, and Pre-Construction  
139 Services related to the Dekoven Tanks Replacement Project (CIP #15-89)

140  
141 Vice-President Wheeler seconded the motion.

142  
143 **Roll Call Vote: Agenda Item 7.C. passed unanimously: 5-Ayes, 0-Noes**

- 144  
145 **D. Report by Board President on Appointment of Director Louis Vella to Fill**  
146 **Vacancy on Board Finance Committee, effective September 16, 2021**  
147 President Schmidt advised the full Board of his recent appointment of Director  
148 Vella to fill the vacancy and serve on the Finance Committee.

- 149  
150 **E. Discuss Return to In-Person Board Meetings**

151 District Counsel Sherman provided a summary review of the item and Assembly  
152 Bill 361, explaining the requirements needed to continue to hold virtual meetings.

153  
154 Board discussion followed. Consensus was reached to continue to hold meetings  
155 virtually. Direction was provided to staff to bring the item back to the Board next  
156 month for formal action.

- 157  
158 **F. Receive Report on the California and San Francisco Regional Water**  
159 **System Drought Conditions**

160 Operations Manager Ramirez reviewed the charts and graphs, providing the Board  
161 with an update on the status of the California and San Francisco Regional Water  
162 System drought conditions.

163  
164 Board discussion followed and President Schmidt asked if the MPWD's  
165 conservation progress could be included as part of this report rather than be  
166 included in the Operation's monthly report.

167

168 **G. Receive BAWSCA Update**

169 This item was taken out of order and heard prior to item 7.E.

170  
171 Director Vella delivered a summary report from the most recent BAWSCA  
172 Board Meeting, and the General Manager added a few comments.

173  
174 **8. MANAGEMENT AND BOARD REPORTS**

175 **A. Management Reports**

176 **1. General Manager**

177 General Manager Rudock provided a summary review of the report.

178  
179 **2. Administrative Services**

180 Administrative Services Manager Pina provided a summary review of the  
181 report. The General Manager added a few comments.

182  
183 **3. Operations**

184 Operations Manager Ramirez provided a summary overview of the report.  
185 The General Manager added a few comments.

186  
187 **4. District Engineer**

188 District Engineer Pakpour provided a summary report of the projects in  
189 process.

190  
191 **B. Financial Reports**

192 **1. Month End July 31, 2021**

193 **2. Month End August 31, 2021**

194 **3. MPWD Annual Reimbursements Report for Fiscal Year 2020/2021**  
195 **(Pursuant to Government Code Section 53065.5)**

196 Administrative Services Manager Pina provided a brief review of the report.  
197 The General Manager added a few comments.

198  
199 **C. Director Reports**

200 Vice-President Wheeler attended the HIA meeting along with the General  
201 Manager.

202  
203 Director Vella attended the virtual tour of the Hetch Hetchy system, and said it  
204 was well done.

205  
206 **9. COMMUNICATIONS**

207 General Manager Rudock commented on a meeting with the municipal finance team  
208 regarding the 2016 Certificates of Participation debt financing and will be providing a  
209 report at next month's board meeting.

210  
211 **10. ADJOURNMENT**

212 The regular board meeting was adjourned at 9:03 p.m.

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214  
215   
216 **DISTRICT SECRETARY**

217 **APPROVED:**

218  
219   
220  
221 **BOARD PRESIDENT**

222  
223 **NEXT REGULAR BOARD MEETING: THURSDAY, OCTOBER 28, 2021, AT 6:30PM**