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

Thursday, October 28, 2021
Belmont, California

**DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED VIA TELECONFERENCE ONLY
(NO PHYSICAL LOCATION) PURSUANT TO ASSEMBLY BILL 361 (GOVERNMENT CODE
SECTION 54953)**

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

Public comments may be made during the meeting or submitted before the meeting via email to District Secretary, Candy Pina, at candyp@midpeninsulawater.org.

Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board before or during the meeting.

Should the teleconference platform not be operational, please check the MPWD website home page for updated information and/or further instructions at: www.midpeninsulawater.org

Board members, staff, consultants, and the public may participate remotely.

Meeting Link: <https://global.gotomeeting.com/join/364775453>
Dial by Telephone U.S. (Toll Free): 1-866-899-4679
Access Code: 364-775-453

1. OPENING

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

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/Board Secretary Candy Pina, District Counsel Julie Sherman, District Engineer Joubin Pakpour, Management Analyst Jeanette Kalabolas, Management Analyst Monique Madrid.

GUESTS:

Consultants: Bud Levine, and Rob Pankratz of Wulff, Hansen & Co. (Municipal Advisor), Nicki Tallman of Brandis Tallman (Underwriter), Dan Bergmann of IGService (Special Consultant), Brian Quint of Quint & Thimmig LLP (Bond Counsel), and Kay Montplaisir of Redistricting Partners.

2. PUBLIC COMMENT

None

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

None

4. ACKNOWLEDGEMENTS/PRESENTATIONS

None

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5. CONSENT AGENDA

- A. Approve Minutes for the Regular Board Meeting on September 23, 2021**
- B. Approve Expenditures from September 16, 2021, to October 18, 2021**
- C. Approve Resolution 2021-26 Making Findings Pursuant to Assembly Bill 361 that the Proclaimed COVID-19 State of Emergency Continues to Impact the Ability of the MPWD Board of Directors and its Committees to Meet Safely in Person**
- D. Approve Resolution 2021-27 Ratifying Additional Compensation for Services Related to the Preparation and Filing of the 2020 Urban Water Management Plan Update and Ancillary Documents pursuant to Task Order MPWD 22-10 in the amount of \$34,670 with ManageWater Consulting, Inc.**
- E. Approve 2021 MPWD Catalog of Enterprise Systems per Government Code Section 6270.5**

Director Vella moved to approve the consent agenda.

Director Zucca seconded.

Roll Call Vote: Agenda items 5.A.-5. E. passed unanimously: 5-Ayes, 0-Noes.

6. HEARING AND APPEALS

None

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

- A. Receive Status Report "Reaching for the Finish Line for the 2016 COP Project Fund", and Consider Resolution 2021-28 Approving the Revised MPWD Capital Budgets for FY 2021/2022**

General Manager Rudock reviewed items and turned it over to Municipal Advisor, Bud Levine. Mr. Levine reviewed the arbitrage matter and introduced Bond Counsel, Brian Quint, for a legal perspective. Mr. Quint reviewed the rules of arbitrage, explaining there is no arbitrage profit earned during this period for the MPWD and nothing is to be reported or paid.

Dan Bergmann, Special Consultant, reviewed the COP spending and CIP completion plan, explaining the remainder of the COP funds is scheduled to be spent over the next sixteen (16) months.

Board discussion followed.

District Engineer Pakpour added some comments.

Director Vella moved to adopt Resolution 2021-28 approving the revised MPWD Capital Budgets for FY 2021/2022.

Vice-President Wheeler seconded the motion.

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

- B. Consider Resolution 2021-29 Authorizing a Task Order Amendment in the amount of \$80,500 to the Contract between the MPWD and TRC Engineers, Inc., for Construction Management and Inspection Services of the El Camino Real Water Main Replacement Project (#06-1621-CP), and Adjusting the Contract Budget Total to \$460,000**

Operations Manager Ramirez provided an overview of the item. General Manager Rudock and District Engineer Pakpour added some comments.

Board discussion followed.

President Zucca moved to adopt Resolution 2021-29 authorizing a task order amendment in the amount of \$80,500 to the contract between the MPWD and TRC Engineers, Inc., for Construction Management and Inspection Services of the El Camino Real Water Main Replacement Project (#06-1621-CP) and adjusting the contract budget total to \$460,000.

117 Director Vella seconded the motion.

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

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121 **8. REGULAR BUSINESS AGENDA**

122 **A. Receive Presentation by Redistricting Partners of Draft Preliminary Division Maps for the**
123 **MPWD November 2022 Board Member Elections**

124 Administration Services Manager Pina provided an overview of the item and introduced consultant
125 Kay Montplaisir of Redistricting Partners. Ms. Montplaisir provided a review of the draft maps, related
126 census block data, and proposed division boundary lines by streets.

127
128 Board discussion followed.

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130 The first public hearing is scheduled for January 27, 2022, and the second hearing is scheduled
131 for February 24, 2022. The final maps will be presented to the Board for review and adoption on
132 March 24, 2022.

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134 **B. Consider Resolution 2021-30 Authorizing a Professional Services Contract between the**
135 **MPWD and CPS HR Consulting in the amount of \$25,000 to Assist with the**
136 **Recruitment of the next General Manager, and Discuss the Option of a Board Committee**
137 **to Coordinate with the Consultant, including Regular Reports to the Full Board.**

138 General Manager Rudock reviewed the item and reported she conferred with the Board Executive
139 Committee on the recommendation, and she was in the process of verifying references provided by
140 CPS.

141
142 Board discussion followed, including an advisory committee to work with CPS and staff. Director
143 Vella suggested President Schmidt and Vice President Wheeler.

144
145 Direction was provided to staff that a proposed project schedule, including dates, be created with
146 CPS, and further identify tasks for Board committee consideration versus Board consideration and
147 bring it back to the Board for review.

148
149 Director Zucca moved to adopt Resolution 2021-30 authorizing a Professional Services Contract
150 Between the MPWD and CPS HR Consulting in the amount of \$25,000 to assist with the
151 recruitment of the next General Manager.

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153 Director Vella seconded the motion.

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155 **Roll Call Vote: Item 8.B. passed unanimously: 5-Ayes, 0-Noes.**

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157 **C. Reconsider the Request for Proposal for Professional Accounting Services and**
158 **Optional District Treasurer Services**

159 Administrative Services Manager Pina provided an overview of the item.

160
161 Board discussion followed.

162
163 The Board gave direction to move forward with posting the RFP and finding an interim replacement
164 for the accounting services if needed.

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166 **D. Receive Mid-Year Progress Report from the General Manager on the MPWD**
167 **2021-2022 Strategic Plan**

168 The Board postponed this item until next month.

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170 **E. Receive:**

171 **1. Monthly Report on California and San Francisco Regional Water System Drought**
172 **Conditions; and**

173 **2. Monthly Report on MPWD Water Conservation Progress; and Consider Resolution**
174 **2021-31 Authorizing a FY 2021/2022 Operations Budget Amendment In the amount**
175 **Of \$100,000 to the Lawn-Be-Gone Program; and**

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3. MPWD's Quarterly Water Conservation Activities Report through September 30, 2021
Operations Manager Ramirez provided a review of items 1-3. General Manager Rudock added comments in support of Resolution 2021-31.

Resolution 2021-31 was reviewed during the open meeting since it was inadvertently left out of printed agenda packets delivered to Board members.

Board discussion followed.

Director Mostasisa moved to approve Resolution 2021-31 authorizing a FY 2021/2022 Operations Budget Amendment in the amount of \$100,000 to the Lawn-Be-Gone program.

Vice-President Wheeler seconded the motion.

Roll Call Vote: Item 8.E. passed unanimously: 5-Ayes, 0-Noes.

9. MANAGEMENT AND BOARD REPORTS

A. Management Reports

1. General Manager

General Manager Rudock provided a summary review of her report. She shared the MPWD website and last month's posted board meeting video, including closed caption accessibility. Staff will return to the board at a future meeting for consideration of action-only minutes, which would save staff time.

2. Administrative Services

Administrative Services Manager Pina provided a summary review of her report.

3. Operations

Operations Manager Ramirez provided a summary overview of his report.

4. District Engineer

District Engineer Pakpour provided a summary report of the capital projects in progress.

B. Financial Reports

1. Month End September 30, 2021

Administrative Services Manager Pina provided a brief overview of the three (3) reports.

2. General Manager's Annual Report for Fiscal Year Ended June 30, 2021

General Manager Rudock quickly reviewed the summary presentation.

3. Receive Report on Development Revenues Compared to MPWD CIP and Water Conservation Program Expenditures through Fiscal Year End June 30, 2021

General Manager Rudock reviewed the report.

C. Director Reports

Director Vella reported he attended a committee meeting, along with Director Zucca and General Manager Rudock, regarding the General Manager's performance evaluation.

Vice-President Wheeler reported he attended the HIA meeting, along with the General Manager.

Director Mostasisa thanked staff for providing her with an overview of MPWD Operations.

Director Zucca and President Schmidt did not have anything to report.

10. COMMUNICATIONS

None

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The Board adjourned to Closed Session at 9:30PM.

11. CLOSED SESSION

A. Public Employee Performance Evaluation and Associated Negotiations

Government Code Sections §§54957 and 54957.6

Title: General Manager

12. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 11:05PM.

There was no reportable action.

13. ADJOURNMENT

The regular board meeting was adjourned at 11:06PM.


DISTRICT SECRETARY

APPROVED:


BOARD PRESIDENT

NEXT REGULAR BOARD MEETING: WEDNESDAY, NOVEMBER 17, 2021, AT 6:30PM