

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
50

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

December 17, 2020
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 was called to order by President Zucca at 6:32PM.

B. **Establishment of Quorum:**

PRESENT: Directors Zucca, Schmidt, Wheeler, Warden and Vella.
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.

C. **Receive November 3, 2020 MPWD Certified Election Results from San Mateo County Chief Elections Officer**

General Manager Rudock reported that the election had been formally certified adding that Director Vella and Director Zucca each received official confirmation certificates and had been virtually sworn in through the formal oath of office process.

D. **Election of Officers for 2021**

Director Vella nominated Director Schmidt for Board President and moved to elect Director Schmidt. Director Warden seconded and it was unanimously approved.

Director Vella nominated Director Wheeler for Board Vice President and moved to elect Director Wheeler. Director Schmidt seconded and it was unanimously approved.

The Board acknowledged and recognized Director Zucca's tenure of service and Director Schmidt assumed the duties of Board President.

2. **PUBLIC COMMENT**

None.

- 51 3. **AGENDA REVIEW: ADDITION/DELETIONS AND PULLED CONSENT ITEMS**
52 None.
53
- 54 4. **ACKNOWLEDGEMENTS/PRESENTATIONS**
55 **A. Robert T. Piccolotti, Water System Operator – Retirement (17.75 Years of Service)**
56 General Manager Rudock acknowledged Mr. Piccolotti’s accomplishments and years of
57 service and mentioned what an honor it was to work with him. Operations Manager
58 Ramirez shared some personal and professional stories and discussed the important
59 role his family played in his life and emphasized his extraordinary work ethic and
60 dedication to the MPWD. A number of employees also commented on Mr. Piccolotti’s
61 many contributions, talents, leadership abilities, and the significance of what his loss
62 means to operations and how he will be memorialized here at the District in the coming
63 months.
64
65 Director Vella expressed that it was a pleasure spending time with and getting to know
66 Mr. Piccolotti at the last Employee Appreciation Dinner hosted by the District in 2019
67 with Director Zucca adding that it did not go unnoticed by the Board that Mr. Piccolotti
68 not only embraced, but truly thrived in his role here at the District under the guidance
69 and management of MPWD’s current administration.
70
- 71 5. **CONSENT AGENDA**
72 **A. Approve Minutes for the Board Meeting on November 18, 2020**
73 **B. Approve Expenditures from November 10, 2020 through December , 2020**
74 **C. Receive Update from General Manager regarding Actions taken During COVID-19**
75 **Pandemic**
76 Director Vella moved to approve Consent Agenda Items 5.A. through 5.C. Director
77 Zucca seconded. Roll call was taken and they were unanimously approved.
78
- 79 6. **HEARINGS AND APPEALS**
80 None.
81
- 82 7. **REGULAR BUSINESS AGENDA**
83 **A. Review Report and Review Investment Structure and Plan Performance for MPWD**
84 **Public Agency Retirement Services (PARS) Other Post-Employment Benefits**
85 **(OPEB) Pre-Funding Trust Program and Pension Rate Stabilization Program**
86 **(PRSP) and Consider Resolution 2020-38 Approving Plan Investment Portfolio for**
87 **2021**
88 General Manager Rudock introduced the PARS and HighMark Capital Management
89 representatives in attendance and the team shared highlights from the PARS OPEB Pre-
90 Funding Trust Program and PRSP.
91
92 An open Board discussion followed regarding the investment strategy options and staff
93 was given direction to postpone the recommendation to adopt Resolution 2020-38
94 Approving Plan Investment Portfolio for 2021 until this Agenda item can be further
95 discussed at the Special Board Meeting on January 14, 2021.
96
- 97 **B. Review and Approve the MPWD’s Response to the San Mateo Grand Jury’s Report**
98 **issued October 7, 2020, regarding Ransomware/Cybersecurity Attacks**
99 General Manager Rudock reported on findings and recommendations from the San
100 Mateo County Grand Jury’s report issued October 7, 2020 and provided the prepared
101 MPWD draft response for Board feedback and approval.

102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152

An open Board discussion followed and the draft letter presented was considered and approved by the Board of Directors.

C. Receive BAWSCA Update

Director Vella reported on SFPUC's Tier 2 drought implementation plan, supply, and the BAWSCA General Manager's position, as well as the Bay Delta plan.

General Manager Rudock gave a minimum purchase agreement update and shared that regional UWMP common language preparations are moving forward and on track.

8. MANAGER'S AND BOARD REPORTS

A. General Manager's Report

General Manager Rudock reported there has been a delay in getting the RFP and Notice of Vacancy for the District Treasurer published due to staff workload and confirmed that both will go shortly.

1. Administrative Services Manager's Report

Administrative Services Manager Pina updated the LAIF balance to include an additional \$200,000 totaling \$10,423,646; and additionally reduced the BNY Installment Account total to \$218,332 due to a principal and interest payment totaling \$709,200.

2. Operations Manager's Report

Operations Manager Ramirez reported on details from the virtual Dekoven Tanks community meeting. He also provided additional background information on the recent Shoreway Road water leak and an open Board discussion followed.

3. District Engineer's Report

District Engineer Pakpour gave a projects update. The contract for the El Camino Water Main Replacement project is being routed after it was awarded last month. The Dekoven Tanks Replacement project is expected to go out to bid in February and be brought to the Board for consent of award of the contract in March of 2021.

B. Financial Reports

1. Month End November 30, 2020

Administrative Services Manager Pina reported on YTD revenue and expenditure totals.

C. Director Reports

Vice President Wheeler reported on highlights from the ACWA JPIA meeting he recently attended and General Manager Rudock shared her thoughts on the meeting's virtual format and also conveyed the Association's expectation for live conferences in 2021.

President Schmidt commented on his new role as President and expressed that other Board member's feedback is welcome and appreciated.

9. COMMUNICATIONS

Director Warden responded to the customer letter all Board members received in the mail and General Manager Rudock confirmed that staff would respond to the correspondence in a timely manner and report back to the Board accordingly.

153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178

10. CLOSED SESSION

**A. Public Employee Performance Evaluation and Associated Negotiations
Government Code Section §§54957 and 54957.6**

Title: General Manager

After a 5-minute recess, the regular Board adjourned to closed session at 8:58PM.

11. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 9:47PM and District Counsel communicated that no reportable action was taken.

12. ADJOURNMENT

The meeting was adjourned at 9:48PM. Director Vella motioned that the meeting be adjourned in honor of MPWD Water System Operator, Robert T. Piccolotti (1969-2020). President Schmidt seconded and it was unanimously approved by the Board.


DISTRICT SECRETARY

APPROVED:


BOARD PRESIDENT

