

**MEETING MINUTES**

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

Thursday, January 8, 2026  
Belmont, California

**Teleconference location: 400 Skyloft Dr. #203 Asheville North Carolina, 28801**

**1. OPENING**

**A. Call to Order**

The special meeting of the Mid-Peninsula Water District was called to order by President Vella at 6:00 PM.

**B. Establishment of Quorum**

Present: President Vella, Director Wheeler, Director Cotten, Director Covington.

Vice President Zucca arrived at 6:12 PM.

Also Present: General Manager (GM) Kat Wuelfing, Administrative Services Manager (ASM) Alison Bell, Operations Manager (OM) Sarah Scheidt, District Treasurer James Ramsey, District Engineer Joubin Pakpour, District Counsel Catherine Groves.

**C. Pledge of Allegiance**

Director Cotten led the Pledge of Allegiance.

**2. PUBLIC COMMENT**

President Vella asked for public comments.

There were none.

**3. AGENDA REVIEW: ADDITIONS/DELETIONS**

President Vella asked if there were any additions or deletions to the agenda.

There were none.

**4. REGULAR BUSINESS AGENDA**

**A. Review of 2025 Accomplishment and progress on Strategic Plan**

GM Wuelfing started the Special Board Meeting by sharing the many accomplishments of the District since the last strategic update. GM Wuelfing highlighted key infrastructure and financial accomplishments and went into great detail on many of the items so the newer Board Members could have more background information.

50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97

**B. Review and Discuss Potential Updates to Strategic Plan**

GM Wuelfing presented to the Board on proposed updates to the strategic plan. President Vella commented to make sure that these items were obtainable as this document is reviewed yearly. Some key points that the Board would like the District to focus on are:

Tuition Reimbursement- How do we better engage staff to participate in the program? As well as making sure that this is a teachable moment for staff once they complete the program.

Cyber Security – As well as the trend of A.I., cyber security needs to be a focus for the District. The Board would like to make sure that management is looking into all options to train staff and put protections up for District data. GM Wuelfing shared that with the new IT providers, there is a vendor that provides cyber security training as part of their contract.

As a part of the discussion, the Board asked that the following priorities be added to the plan:

1. Develop and implement a survey into Waterline publications to gauge and track public awareness and satisfaction with the District.
2. Target 150-year renewal rate for water mains (approximately 3,300 linear feet/year).
3. Conduct ongoing cybersecurity training and assessment.

**C. Review Director Assignments for 2026**

It was determined that no additional Board Member needed to join Director Cotten on the ACWA/Joint Powers Insurance Authority Committee.

Director Covington will replace Director Wheeler on the Finance Committee, joining President Vella.

The suggestion was made by Vice President Zucca to add the Agenda Review Committee to the list of assignments.

**5. ADJOURNMENT**

The special board meeting of the Mid-Peninsula Water District adjourned at 8:03 PM.

Signed by:  
  
 \_\_\_\_\_  
5558314A921146D  
 DISTRICT SECRETARY

APPROVED:

Signed by:  
  
 \_\_\_\_\_  
AEDF4179A5844F5  
 BOARD PRESIDENT

NEXT REGULAR BOARD MEETING: THURSDAY, JANUARY 22, 2026 AT 6:30PM