MID-PENINSULA
WATER DISTRICT

Board of Directors
Thursday, July 23, 2026 - 6:30 PM
1075 Old County Road, Suite A, Belmont, CA

Meeting Minutes

1. Opening

A. Call to Order

The regular meeting of the Mid-Peninsula Water District was called to order by President Vella at 6:30 PM.

B. Establishment of Quorum

Present: President Vella, Vice President Zucca, Director Cotten, Director Covington, Director Patel.

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, Water Resources Coordinator Drew Bost, and Dan Bergmann with IGService.

C. Pledge of Allegiance

OM Sarah Scheidt led the Pledge of Allegiance.

2. Public Comment

Members of the public are invited to participate and may address the Board on the Consent Agenda or any item of interest within the jurisdiction of the Board but not on its agenda today. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Please complete a speaker's form and give it to the District Secretary, or submit comments by email per the instructions above. Each speaker is limited to three (3) minutes.

President Vella asked for public comments. There were no public comments.

3. Agenda Review: Additions/Deletions and Pulled Consent Items

President Vella asked if there were any additions, deletions, or items to be pulled from consent.
There were none.

4. Acknowledgements/Presentations - None

5. Consent Agenda

All matters on the Consent Agenda are considered routine by the Board of Directors, or included in the approved fiscal year Operating or Capital Budget, and will be acted upon by a single vote by the Board. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may be made. Such items are pulled for separate discussion and action after the Consent Agenda is acted upon.

A. Approve Minutes for the Regular Board Meeting on June 25, 2026

B. Approve Expenditures from June 1, 2026 through June 30, 2026

C. Approve Resolution 2026-21 Authorizing the General Manager to Execute a Public Works Contract with West Coast Arborists, Inc. for On-Call Tree and Arborist Services in an Amount Not to Exceed $60,000

D. Approve Updated Salary Schedule, which Includes a Living Wage Adjustment to Salary Ranges Effective August 1, 2026, Consistent with the MPWDEA Letter Agreement Dated March 15, 2023

E. Receive Report on Escheatable Property

F. Approve Authorization of Two Task Orders with District Engineer Pakpour Consulting Group, Inc. for:
   1. Task Order 27-07 for Dekoven, Lincoln, Newlands & Oak Knoll Water Main Improvements CIP 21-01 (Projects 15-09 and 15-19) in the Amount of $31,200.00
   2. Task Order 27-08 for State Route 101 Crossing at Palo Alto Medical Foundation (CIP 15-72) in the Amount of $93,240.00

Director Patel moved to approve the Consent Agenda.

Director Cotten seconded the motion.

Roll call vote: 5-0-0
Director Patel - Aye
Director Cotten - Aye
Director Covington - Aye
Vice President Zucca - Aye
President Vella - Aye

6. Hearing and Appeals

A. 2025 Urban Water Management Plan and Water Shortage Contingency Plan

1. Public Hearing on 2025 Urban Water Management Plan and Water Shortage Contingency Plan
    a. Open Public Hearing
    b. Presentation
    c. Public Comments
    d. Close Public Hearing

Vice President Zucca motioned to open the public hearing.

Director Patel seconded the motion.

Roll call vote: 5-0-0
Vice President Zucca - Aye
Director Patel - Aye
Director Covington - Aye
Director Cotten - Aye
President Vella - Aye

Water Resources Coordinator Drew Bost presented to the Board the 2025 Urban Water Management Plan and Water Shortage Contingency Plan.

President Vella opened the floor for public comments. No public comments were made.

Director Cotten motioned to close the public hearing.

Director Patel seconded the motion.

Roll call vote: 5-0-0
Director Cotten - Aye
Director Patel - Aye
Director Covington - Aye
Vice President Zucca - Aye
President Vella - Aye

2. Consider Resolution 2026-22 Adopting the 2025 Water Shortage Contingency Plan

GM Wuelfing provided information to the Board regarding Resolution 2026-22. Water Resources Coordinator Drew Bost provided comments as well.

Vice President Matt Zucca motioned to approve Resolution 2026-22.

Director Patel seconded the motion.

Roll call vote: 5-0-0
Vice President Zucca - Aye
Director Patel - Aye
Director Cotten - Aye
Director Covington - Aye
President Vella - Aye

3. Consider Resolution 2026-23 Adopting the 2025 Urban Water Management Plan

GM Wuelfing provided the Board with information regarding Resolution 2026-23. Water Resources Coordinator Drew Bost also provided information and background.

Vice President Zucca motioned to approve Resolution 2026-23.

Director Patel seconded the motion.

Roll call vote: 5-0-0
Vice President Zucca - Aye
Director Patel - Aye
Director Covington - Aye
Director Cotten - Aye
President Vella - Aye

7. Capital Improvement Program

A. Receive Semi-Annual Reports on 2025 COP Financing through June 30, 2026:
   1. Financial Reconciliation Report; and
   2. Capital Project Fund Report, Presented by Dan Bergmann of IGService

Dan Bergman of IGServices presented to the Board information regarding COP Financing.

8. Regular Business Agenda

A. Consider Resolution 2026-24 Authorizing a Water Service Agreement between the Mid-Peninsula Water District and the Ridge at Ralston LP for a 65-Unit Multi-Family Residential Building Located at 678 Ralston in Belmont, CA

OM Scheidt presented Resolution 2026-24 to the Board.

Director Patel motioned to approve Resolution 2026-24.

Director Cotten seconded the motion.

Roll call vote: 5-0-0
Director Patel - Aye
Director Cotten - Aye
Director Covington - Aye
Vice President Zucca - Aye
President Vella - Aye

B. Review and Initiate Annual GM Review Process

ASM Bell reviewed with the Board the formal GM process that was created last fiscal year. The Board was able to provide any feedback at that time. ASM Bell was directed to send the GM Evaluation Form to all Board members for completion.

C. Receive BAWSCA Report

President Vella debriefed the Board on the last BAWSCA meeting.

9. Management and Board Reports

A. Management Reports

1. Financial Report for the Month Ending June 30, 2026

District Treasurer James Ramsey provided the Board with a financial update.

2. District Engineer

District Engineer Pakpour provided an update on Capital Projects.

3. Administrative Services Manager

ASM Bell provided a review of her report.

4. Operations Manager

OM Scheidt provided a review of her report.

5. General Manager

GM Wuelfing provided a review of her report.

6. Director Reports

The Board shared their reports.

10. Communications

President Vella asked for communications. There were none.

11. Adjournment

The regular Board Meeting adjourned at 9:12 PM.

District Secretary

Approved:

Board President

Next Regular Board Meeting: Thursday, September 24, 2026 at 6:30 P.M.