

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

January 24, 2013
Belmont, California

1 **CALL TO ORDER:** The Board of Directors' meeting of the Mid-Peninsula Water District was
2 called to order by President Stuebing at 6:30 PM.

3
4 **1. ROLL CALL:**

5 **PRESENT:** Directors Stuebing, Vella, Altscher, and Linvill. Director Zucca absent.

6
7 **ALSO PRESENT:** General Manager Rudock, General Counsel Sherman, Secretary Pina,
8 Superintendent Young, Treasurer Ira, Engineer Pakpour absent

9
10 **STAFF PRESENT:** Jeanette Kalabolas

11
12 **MEMBERS OF PUBLIC:** Students, parents, and teachers from the following schools:
13 Immaculate Heart of Mary, Cipriani Elementary, Central Elementary, Charles Armstrong,
14 Belmont Oaks Academy, and Nesbit Elementary.

15
16 **PRESIDENT:** President Stuebing presiding.

17
18 Whereupon the following proceedings were duly had:

19
20 **2. PLEDGE OF ALLEGIANCE:**

21 The Pledge of Allegiance was led by a local teacher present, Mrs. McKay.

22
23 **3. APPROVAL OF MINUTES:**

24 The minutes of the Regular Board Meeting of December 20, 2012 were unanimously approved
25 after changing line 135 to Local Agency; line 141, changed to Vella. Vice President Vella
26 moved and Director Altscher seconded.

27
28 **4. PUBLIC COMMENTS:**

29 **None**

30
31 **5. ACKNOWLEDGEMENTS/PRESENTATIONS:**

- 32
33 a) Introduction and Summary Presentation of 2013 MPWD Calendar Contest Program –
34 Jeanette Kalabolas
35 b) Distribute the 2013 MPWD Calendar to the Board – Manager Rudock
36 c) Present 2013 MPWD Calendar Contest Awards to Students – President Stuebing and
37 Jeanette Kalabolas

38
39
40 **6. 15-MINUTE REFRESHMENT BREAK:**

41
42 **7. CONSIDER RESOLUTION 2013-01 APPROVING THE INTERTIE AGREEMENT**
43 **BETWEEN THE MPWD AND ESTERO MUNICIPAL IMPROVEMENT DISTRICT,**
44 **AND AUTHORIZING THE GENERAL MANAGER TO SIGN IT:**

45
46 Superintendent Young began the discussion by describing the intertie on the Belmont/Foster City
47 boarder MPWD has with the Estero Municipal Improvement District of Foster City. The intertie
48 theoretically could provide water to both agencies but in practice serves EMID from MPWD. He
49 explained that the new agreement makes two changes in the agreement. The new agreement
50 shifts maintenance and the cost associated cots from a 50/50 split between the agencies to 100%
51 on EMID. The second change is a new provision that addresses the Interim Supply Allocation

52 and provides a means for the recovering of fees should the Environmental Enhancement
 53 Surcharge be triggered. Vice President Vella asked if the intertie fed EMID's distribution system
 54 or their water tank. There is a pressure reducing regulator at the intertie and to staff's knowledge
 55 the intertie feeds EMID's distribution system. Director Altscher asked about the mechanics of
 56 the agreement and its genesis. The update to the agreement was worked out by General Counsel
 57 Cassman and EMID's attorney. Director Linvill asked for clarification on the Environmental
 58 Enhancement Surcharge. The Environmental Enhancement Surcharge is triggered if usage of the
 59 Regional Water System by the San Francisco Public Utilities Commission's wholesale and retail
 60 customers is over 265 MGD. The fee would then be charged to those customers who exceeded
 61 their Interim Supply Allocation. The new agreement provides a mechanism for that fee to be
 62 collected should the use of the intertie cause one District to exceed their ISA and be charged the
 63 EES.

64
 65 Director Altscher motioned to approve Resolution 2013-01 and Vice President Vella seconded.
 66 Roll call was taken and it was unanimously approved by those present.

67
 68 **8. BAWSCA UPDATE:**

69 Director Vella commented that the main order of business was the BAWSCA Election of
 70 Officers. Irene O'Connell replaced Barbara Pierce as Chair, and Vice Chair is Randy Broll from
 71 Guadalupe Valley Water District.

72
 73 Most of the discussion centered around the Bond Issuance BAWSCA pursued. It looks like this
 74 is going to move forward and it looks very good. All 26 members agreed to this Bond Issuance.
 75 The SFPUC approved the Bond Issuance on December 11, 2012. The SF Board of Supervisors
 76 will consider it on January 22, 2013. It has an AA rating SNP and AA3 from Moody.

77
 78 There was discussion about the budget: \$130k was used from the reserves last year also
 79 approved by the Directors.

80
 81 Lastly, a group called "Restore Hetch Hetchy" continues to pursue their efforts to restore Hetch
 82 Hetchy Valley to its original state after being defeated by the San Francisco voters. BAWSCA
 83 hoped this would stop their efforts after the defeat with San Francisco voters, and will continue
 84 to oppose their efforts until a viable plan is in place to supply water to those affected.

85
 86 **9. MANAGER'S REPORT:**

87 **PERSONNEL MANUAL UPDATE:** General Manager Rudock clarified that she would not
 88 necessarily use an HR Consultant, but she would work with District Counsel to update the
 89 manual within the next 4-6 months. Director Linvill added that we need to make sure we use
 90 District Counsel to insure the proper rules being followed. Also, she reiterated that the Board
 91 sets policy, and needs to approve this document.

92 **SAFETY PROGRAM UPDATE:** General Manager Rudock will provide a report of the
 93 security investigation and recommendations.

94
 95 **A. Supplemented by Administrative Services Manager's Report:**

96 Brief comment by Administrative Services Manager Pina about the AR Aging Report:
 97 She is cleaning this up from prior years. Vice President Vella asked about the team
 98 building exercises. Manager Rudock talked about the upcoming Valentine's Day
 99 Cupcake Contest put together by the Employee's Association President, Brent Chester.
 100 She also commented on the participation of the employees with the upcoming Year End
 101 Party. She also commented on the Employee Evaluations which are in the process of
 102 being caught up and will be conducted with employees on a more timely basis.
 103 Conducted properly, employee performance evaluations are very extensive and
 104 interactive. For the ones already accomplished, employees are requesting more training.
 105 Supplemented by Maintenance Superintendent's Report: Maintenance Superintendent
 106 Young highlighted a few points in his report. Manager Rudock added that the office staff
 107 went on a field trip to see the inside of one of our tanks being cleaned by the field crew.
 108 It was very informative for them to see what their co-workers are doing out in the field
 109 and also was an opportunity to see first-hand what the inside of these tanks look like.

110 President Stuebing commented that he was able to watch our field crew work on a leak
 111 this past week and the work they did looks good.

112 B. Supplemented by District Engineer's Report: No additional comments made.
 113

114 **10. DIRECTORS' REPORTS:**

115 Director Altscher discussed LAFCO: The new Chair for LAFCO County Supervisor Don
 116 Horsley. Warren Slocum will be the alternate to the County Board of Supervisors. The new
 117 Counsel of Mayors is going to be appointing a representative to LAFCO. He also mentioned that
 118 our share of the LAFCO costs may be increasing due to additional staffing.
 119

120 **11. RECEIVED FINANCIAL REPORT AND APPROVE EXPENDITURES FROM**
 121 **DECEMBER 13, 2012, THROUGH JANUARY 17, 2013:**

122 Staff is working on establishing the automate process for transferring funds from the MPWD
 123 checking account to LAIF, which we will report on next month.

124 Vice President Vella moved that the Financial Report be accepted, Director Linvill seconded,
 125 and it was unanimously approved.
 126

127 **12. FUTURE AGENDA BUSINESS ITEMS:**

128 Next Board Meeting, the Mid-Year Budget review will be presented for review.
 129
 130

131 **13. COMMUNICATIONS:**

132 Staff will be sending any interesting newspaper articles to the Board electronically retroactive to
 133 January 1, 2013, in an effort to continue our "green" work practices. These articles will be
 134 stored in an electronic format rather than in a binder like they had been stored in the past.
 135

136 Petty cash has been pulled out of the existing customer cash drawer. Petty cash is being
 137 managed separate from the Cash Drawer and is locked up in the vault. We are no longer
 138 commingling these funds.
 139

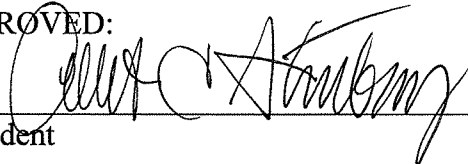
140 General Manager Rudock is developing communications for the community regarding the
 141 changes taking place here at the District.
 142
 143

144 **14. ADJOURNMENT at 7:45 PM**
 145
 146

147 

148 Secretary

149
 150 APPROVED:

151 
 152 _____
 153 President

