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

August 22, 2013  
Belmont, California

1. **OPENING**

A. **Call to Order:**

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

B. **Establishment of Quorum:**

**PRESENT:** Directors Stuebing, Altscher, and Linvill.

**ABSENT:** Vice President Vella and Director Zucca.

A quorum was present.

**ALSO PRESENT:** General Manager Rudock, District Counsel Sherman, District Engineer Pakpour, District Secretary Pina, Operations Superintendent Henry Young, and Conservation Coordinator, Jeanette Kalabolas.

C. **Pledge of Allegiance** – The Pledge of Allegiance was led by Director Linvill.

2. **PUBLIC COMMENTS**

- Warren Lieberman, Vice Mayor for the City of Belmont, introduced himself as a candidate for the Belmont City Council.
- Dave Warden introduced himself as a candidate for the MPWD Board of Directors.

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

None

4. **ACKNOWLEDGEMENTS/PRESENTATIONS**

None

5. **CONSENT AGENDA**

- A. Approve Minutes for Regular Board Meeting of July 25, 2013
- B. Approve Expenditures from July 18, 2013, through August 14, 2013
- C. Approve Resolution 2013-14 Authorizing a Contract for Professional Services with Davidson Associates for MPWD Website Redesign/Development, and Public Relations and Public Outreach/Education

Director Altscher asked for further clarification on item 5.C. with regard to what services were included in the costs associated with the website redesign and development. General Manager Rudock explained that Davidson Associates will design and develop the website. The MPWD will contract for website technical maintenance, while MPWD staff will be trained to keep the website updated.

51 Director Altscher moved to approve the consent agenda, Director Linvill seconded, and it  
52 was unanimously approved.  
53

54 **6. HEARINGS AND APPEALS**

55 None  
56

57 **7. REGULAR BUSINESS**

58 **A. Receive Report on Water Conservation School Education Programs Outreach:**

59 The MPWD's Conservation Coordinator, Jeanette Kalabolas, highlighted the written staff  
60 report. Director Linvill suggested that when the calendar contest awards are presented,  
61 we give them beginning with the 3<sup>rd</sup> place winner up to the 1<sup>st</sup> place winner. It was  
62 further suggested that we frame the winning certificate awards and take photographs.  
63 General Manager Rudock advised that staff would invite the local press to the next  
64 calendar contest award event.  
65

66 **B. Receive Report on the MPWD BAWSCA Rebate Program for Fiscal Year  
67 2012/2013:**

68 Jeanette Kalabolas summarized the written staff report and how the rebate programs  
69 work. Staff noted an error in the report for correction: Under the Lawn Be Gone Rebate  
70 Program, the second program modification should have been \$500 rather than \$750.  
71

72 Directors discussed better identification for the MPWD as a partner on the BAWSCA  
73 forms so our customers know to contact us and not BAWSCA when submitting for  
74 rebates. Staff will develop a label with MPWD contact information to place on all  
75 BAWSCA rebate program materials.  
76

77 With regard to the Washing Machine Rebate Program, Director Altscher suggested staff  
78 contacting store owners and possibly developing incentive awards for top sales  
79 representatives promoting water efficiency, the MPWD's rebate program, and qualified  
80 washing machines. This could be offered for toilet sales as well.  
81

82 Director Linvill discussed the Lawn Be Gone Rebate Program and drought tolerant  
83 native plants rather than lawn like at her house, and issues about lawn and garden  
84 pesticides and how they impact our water systems.  
85

86 **C. Introduction of DRAFT MPWD Indoor Water Use Efficiency Ordinance #109:**

87 **D. Introduction of DRAFT MPWD Outdoor Water Use Efficiency Ordinances #110:**

88 General Manager Rudock introduced Ordinances #109 and #110 together. #109 is for  
89 Indoor Water Use Efficiency and #110 is for Outdoor Water Use Efficiency. She  
90 reported that both ordinance templates were developed by a multi-disciplinary working  
91 group of professionals from BAWSCA, member agencies, and land use agencies within  
92 Alameda, Santa Clara, and San Mateo Counties.  
93

94 For Ordinance #109, staff recommended applicability for remodel projects involving any  
95 residential or commercial remodel involving construction of 50% or more of the building,  
96 because it was reasonable to perceive that such construction might lead to increased  
97 occupancy, resulting in increased water consumption. BAWSCA's template ordinance  
98 provided for three (3) scenarios:  
99

- 100 1. Percentage of property value or dollar amount in excess of established amount;  
101 2. Square footage in excess of an established amount; and/or

102 3. Expanded water service requirement.  
103

104 Ordinance #110 included the BAWSCA recommended requirements for outdoor water  
105 use efficiency, and parameters consistent with or exceeding the DWR (California  
106 Department of Water Resources) Model Ordinance. It is the format consistently adopted  
107 by local agencies and includes:  
108

- 109 1. Dedicated irrigation meters at all accounts and landscaping that exceed 5,000  
110 square feet.
- 111 2. Water budget parameters and values, which are consistent with the DWR Model  
112 Ordinance.
- 113 3. Landscape parameters that are consistent with the DWR Model Ordinance.  
114

115 Staff reported it continues to coordinate with the City of Belmont in further development  
116 of these ordinances, including the customer application process and review fee, and  
117 enforcement for non-compliance.  
118

119 Director Altscher asked about customer notification. General Manager Rudock replied  
120 that staff would prepare a notice to mail with customer billing statements in September.  
121 The DRAFT ordinances would be posted to the MPWD website for review.  
122

123 Director Altscher recommended the notice be posted at the local library and at Belmont  
124 City Hall.  
125

126 Staff recommended a 90-day approach toward Board adoption—introduction this month,  
127 further discussion next month (September), and consideration for adoption at the  
128 Board's regular October meeting.  
129

## 130 **8. MANAGER'S AND BOARD REPORTS**

### 131 **A. General Manager's Report**

132 General Manager Rudock highlighted the annual financial audit progress, and also  
133 announced that the MPWD's OPEB (Other Post-Employment Benefits) actuarial study  
134 would be presented at next month's Board Meeting.  
135

- 136 1. Supplemented by the Administrative Services Manager's Report  
137 Administrative Services Manager Pina highlighted her written staff report.
- 138 2. Supplemented by Operations Superintendent's Report  
139 Operation Superintendent Young gave a presentation on current operational projects  
140 and highlighted his written staff report.
- 141 3. Supplemented by District Engineer's Report  
142 District Engineer Pakpour highlighted the following items:
  - 143 • Progress continues on the water hydraulic modeling and related capital  
144 improvement plan development;
  - 145 • Standard construction plans and specifications being updated with staff; and
  - 146 • Buckland Tanks update: PG&E will relocate the utility poles in mid-September.  
147 Once they are moved, the District will issue contract documents for sealed  
148 competitive bids for the Buckland Tank project.

### 149 **B. Financial Reports**

150 Staff reported that the financial reports included year-end information (actual revenues  
151 and expenditures).  
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C. Member Reports

Director Altscher attended the August 6<sup>th</sup> San Mateo County CSDA (California Special Districts Association) meeting. He also reported that after serving three (3) terms on the MPWD Board of Directors, he did not file for re-election to the MPWD Board of Directors and would retire at the end of his term. Once his term is up, he will no longer be eligible to keep his seat on LAFCO, and he suggested the Board support Joshua Cosgrove as his replacement.

President Stuebing also attended the August 6<sup>th</sup> San Mateo County CSDA meeting. He reported that the guest speaker will be County Supervisor Adrienne Tissier at the October 29, 2013 meeting.

9. **FUTURE AGENDA BUSINESS ITEMS**

None other than the Indoor and Outdoor Water Use Efficiency Ordinances that are scheduled to be discussed again at next month's regular Board meeting.

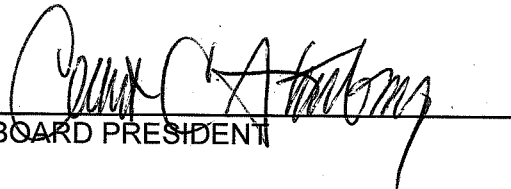
10. **COMMUNICATIONS**

None

11. **ADJOURNMENT at 7:52 PM**

  
DISTRICT SECRETARY

APPROVED:

  
BOARD PRESIDENT