

BAY AREA WATER SUPPLY AND CONSERVATION AGENCY
BOARD OF DIRECTORS MEETING
Foster City Community Building – 1000 E. Hillsdale Blvd., Foster City
(Directions on Page 3)

November 18, 2004 – 7:00 p.m.

AGENDA

- 1. Call to Order/Roll Call/Salute to Flag** (Ruskin)
- 2. Comments by the Chair** (Ruskin)
- 3. General Manager’s Reports** (Jensen)
 - A. Policy Calendar *(Attachment)*
 - B. SFPUC CIP Status and Workshops
 - C. Restore Hetch Hetchy – Legislative Staff Policy Briefing *(Attachment)*
- 4. SFPUC Report** (Leal)
- 5. Public Comments** (Ruskin)

Members of the public may address the Board on any issues not listed on the agenda that are within the purview of the Agency. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes.
- 6. Reports**
 - A. Update: Regional Water Demand Projections *(Attachment)* (Sandkulla)
 - B. SFPUC CIP – Review of Capital Projects *(Attachment)* (Brown & Caldwell)
 - C. Water Supply Outlook for this year *(Attachment)* (Jensen/Sandkulla)
 - D. Potential for Wholesale Water Rate Adjustments for FY 04-05 and FY 06-07 *(Attachment)* (Jensen)
- 7. Consent Calendar**
 - A. Approve Minutes of the September 23, 2004 Meeting *(Attachment)* (Ruskin)
 - B. Receive and File Monthly Budget Status Report *(Attachment)* (Jensen)
 - C. Receive and File BAWSCA Quarterly Investment Report *(Attachment)* (Jensen)
 - D. Receive and File BAWSCA and BAWUA FY 03-04 Audits *(Attachment)* (Jensen)

- E. Appointment of Agency Financial Officer and Authorize the Financial Officer to appoint a Deputy Financial Officer (*Attachment*) **(Jensen)**
Board Policy Committee recommends Board approval
- F. Authorization to pay RFA expenses (*Attachment*) **(Jensen)**
Board Policy Committee recommends Board approval
- G. Adoption of FY 04-05 Budget for BAWUA (*Attachment*) **(Jensen)**
Board Policy Committee recommends Board approval
- H. Authorization of BAWSCA's membership with California Urban Water Conservation Council (CUWCC) (*Attachment*) **(Jensen)**
Board Policy Committee recommends Board approval

8. Action

- A. Adopt BAWSCA Reserve Policy (*Attachment*) **(Jensen)**
Board Policy Committee recommends Board approval
By roll call vote, formalize BAWSCA's reserve policy by authorizing the general manager to establish and maintain a reserve as follows:
 - a) ***All unspent funds be deposited in the reserve at the conclusion of each year;***
 - b) ***Funds be deposited in accordance with BAWSCA's current investment policy;***
 - c) ***Funds may be used only for purposes approved by the board of directors;***
 - d) ***when budgeting, the guideline for the maximum balance is 25% of the current year's operating budget and the guideline for the minimum balance is 20% of the current year's operating budget***
- B. Adopt resolution amending BAWSCA's Conflict of Interest Code **(Jensen)**
By roll call vote, adopt the resolution amending BAWSCA's Conflict of Interest Code to reflect the addition of a new position of Assistant to the General Manager and the change in position titles of the Water Resources Analyst to Senior Water Resources Planner and of the Staff Analyst to Senior Administrative Analyst.

- 9. **Directors' Discussion: Comments, Questions and Agenda Requests** **(Ruskin)**
- 10. **Date, Time and Location of Future Meetings (See attached schedule of meetings)** **(Ruskin)**
- 11. **Adjourn to next meeting scheduled for January 20, at 7pm** **(Ruskin)**

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Directions to Foster City Community Bldg. – 1000 E. Hillsdale Blvd., Foster City

From Hwy. 101, take the Hillsdale Ave. exit East. Turn Right into the parking lot just after the intersection with Shell Blvd. The Community Bldg. entrance is separate from the Library entrance and is marked by signage. The Wind Room will be at the top of the stairs on the right, across from the reception station (there is also an elevator).

From the East Bay, take Hwy. 92 West, exiting at Foster City Blvd., and going South on Foster City Blvd. to Hillsdale. Turn Right (West) onto Hillsdale and proceed to Shell Blvd., making a U-turn to be able to pull into parking lot on SE corner of Hillsdale and Shell. See underlined sentence of first paragraph above for remainder of directions.