

BAWSCA

Bay Area Water Supply & Conservation Agency

BOARD POLICY COMMITTEE

Wednesday, December 8, 2004

1:00 – 3:30 pm

BAWSCA Offices, 155 Bovet Road San Mateo, 1st Floor Conference Room
(Directions on page 2)

AGENDA

- 1:00** **1. Call To Order, and Roll Call** **(O’Mahony)**
Roster of Committee members *(Attachment)*
- 1:05** **2. Public Comment** **(O’Mahony)**
Members of the public may address the committee on any issues not listed on the agenda that are within the purview of the committee. Comments on matters that are listed on the agenda may be made at the time the committee is considering each item. Each speaker is allowed a maximum of three (3) minutes.
- 1:10** **3. Action Items**
- A.** Approve Minutes of the October 13 Meeting *(Attachment)* **(O’Mahony)**
- B.** Recommend the board to authorize general manager to negotiate and execute a professional services contract with Hilton, Farnkopf and Hobson (HFH) to analyze SFPUC overhead costs and cost allocations and other related matters. *(Attachment)* **(Jensen)**
- 1:15** **4. Reports**
- A.** Comments by Committee Members **(O’Mahony)**
- B.** Review major policy issues and timelines **(Jensen)**
Issue: Review of pending policy issues and schedules.
Information to Committee: Updated calendar of policy items. *(Attachment)*
Committee Action Requested: Provide comments and questions about pending policy and schedules.
- 1:25** **C.** Approach to major policy issues: Results that need to be achieved **(Jensen)**
Issue: The results to be produced differ from those anticipated for FY 2004-05.
Information to Committee: A presentation on results that need to be achieved.
Committee Action Requested: Comments and suggestions related to results needing to be produced.
- 1:50** **D.** Review of activities and resources through June 2005 **(Jensen)**
Issue: Achieving necessary results will require a mix of resources different from that defined by the FY 2004-05 budget. The board can make any mid-year budget adjustments in January.

Information to Committee: A presentation on:

- Resources needed to achieve results
- Possible reductions and reallocation within the existing budget
- Possible reductions in administrative work load
- Additional resources needed to achieve the results
- Alternatives

Committee Action Requested: Comments and suggestions on resource needs and resource allocations. Recommend workload and budget modifications to the board in January.

- 2:15** **E.** SFPUC schedule for issuing debt **(Jensen)**
Issue: When will SFPUC need to issue additional debt and will it use the RFA?
Information to Committee: Oral report on what will be presented to the RFA in January 2005.
Committee Action Requested: Comments and suggestions.
- 2:40** **F.** Wholesale water rates **(Jensen)**
Issue: Should BAWSCA invest resources in a master contract amendment to minimize the impact of anticipated rate adjustments.
Information to Committee: Oral presentation
Committee Action Requested: Concur with recommendation that no resources be devoted to this matter at this time.
- 2:45** **5. Adjourn to Closed Session** **(O'Mahony)**
 A. General Manager's Performance Review (*Handout*)
- 3:30** **6. Adjourn to next meeting: Wednesday, February 2, 2005, 1:00 p.m. to 3:30 p.m. at BAWSCA**

*Upon request, the Board Policy Committee of the Bay Area Water Supply and Conservation Agency will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and the preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Requests should be sent to: **Bay Area Water Supply & Conservation Agency, 155 Bovet Road, Suite 302, San Mateo, CA 94402** or by e-mail at bawasca@bawasca.org*

Directions to BAWSCA

From 101: Take Hwy.92 Westbound towards Half Moon Bay. Exit at El Camino Northbound (move into the far left Lane) Left at the 1st stop light which is Bovet Road (Washington Mutual Building will be at the corner of Bovet and El Camino). Proceed West on Bovet Road past Albertson's to two tall buildings to your left. Turn left into the driveway between the two buildings and left again at the end of the driveway to the "Visitor" parking spaces in front of the parking structure.

From 92: Exit at El Camino Northbound and follow the same directions shown above.