

BAWSCA

Bay Area Water Supply & Conservation Agency

BOARD POLICY COMMITTEE

Wednesday, April 13, 2005
1:00 – 3:30 pm

BAWSCA Offices, 155 Bovet Road San Mateo, 1st Floor Conference Room
(Directions on page 3)

AGENDA

- 1:00 1. **Call To Order, and Roll Call** **(O’Mahony)**
Roster of Committee members (*Attachment*)
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.
- 1:05 3. **Reports**
- A. Comments by Committee Members **(O’Mahony)**
- B. Comments by General Manager **(Jensen)**
- Brief reports on open policy issues
 - 1) Preparation of comments on capital program revisions - AB 1823 review
 - 2) Progress on alternatives to ensure the system is fixed
 - Brief reports on open issues
 - 1) State audit of SFPUC maintenance practices
 - 2) SF Board of Supervisors’ audit of SFPUC
 - 3) Wholesale water rate reductions
 - 4) Candidate amendments to AB 1823 provisions
 - 5) Speaking engagement: Water Education Foundation Conference March 25
 - 6) Speaking engagement: Progress Seminar April 15-16
- 1:30 4. **Action Items**
- A. Approve Minutes of the February 9th Meeting (*Attachment*) **(O’Mahony)**
- B. FY 2005-06 Results to be achieved and proposed budget (*Attachment*) **(Jensen)**
Issue: What must BAWSCA accomplish in FY 2005-06, what resources are required, and how should the budget be funded?
Information to Committee: Memo presenting the proposed budget, incorporating comments from the February committee meeting and the March

board meeting. The committee presentation will address three matters covered in the attached memo.

- 1) Proposed achievements for FY 2005-06
- 2) Proposed resources and budget, including the budget for BAWUA
- 3) A proposed funding plan

Committee Action Requested: Recommendation that the board approve the proposed list of achievements, the budget and funding plan, and one new position.

- 2:05** **C.** Priority FY 2005-06 Professional Services Contracts (*Attachment*) **(Jensen)**
Issue: Seven professional services contracts should be effective July 1, 2005 for legal counsel, strategic counsel, technical engineering support (2), financial advisor, and water conservation support (2).
Information to Committee: Memo summarizing the purpose, scope and amount of seven professional service contracts. The board will receive seven separate action items for consideration at the May board meeting.
Committee Action: Recommendation for board approval.
- 2:20** **D.** Office Lease Renewal (*Attachment*) **(Jensen)**
Issue: Obtain authority for general manager to finalize negotiations and execute a lease.
Information to Committee: Attached memo summarizing proposed terms of the lease.
Committee Action: Recommendation for board approval.
- 2:30** **E.** Revisions to the Employee Handbook (*Attachment*) **(Jensen)**
Issue: Portions of the Employee Handbook require clarification.
Information to Committee: The attached memo from legal counsel to the general manager summarizes the changes. Attachments to that memo contain the specific wording.
Committee Action: Recommendation for board approval.
- 2:40** **5. Adjourn to Closed Session** **(O'Mahony)**
A. General Manager's Performance Review
(Material distributed under separate cover)
- 3:30** **6. Adjourn to next meeting: Wednesday, June 8, 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 bawsca@bawsca.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.