



BOARD POLICY COMMITTEE

**Wednesday, April 11, 2007
1:30 p.m.**

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

AGENDA

- 1:30 1. Call To Order, and Roll Call (Fannon)**
Roster of Committee members (*Attachment*)
- 1:35 2. Public Comment (Fannon)**
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.
- 1:40 3. Reports**
- A. Comments by Chair (Fannon)
 - B. Comments by Committee Members
 - C. Comments by the General Manager (Jensen)
 - 1. WSIP Response to Directors' comments at March 15th board meeting
 - 2. Pending release of water efficient landscaping CD.
- 1:50 4. Action Calendar**
- A. Approval of Minutes from the March 5, 2007 meeting (*Attachment*) (Fannon)
 - B. FY 2007-08 results to be achieved and proposed budget (*Attachment*) (Jensen)
Issue: What must BAWSCA accomplish in FY 07-08, what resources are required and how should the budget be funded?
Information to Committee: Memo presenting the proposed budget, incorporating comments from the March committee meeting and the March board meeting. The committee presentation will address:
 - 1. The results to be achieved during FY 2007-08
 - 2. The total amount of the proposed budget
 - 3. The application of COLA adjustments to the salary ranges for each position except the general manager.
 - 4. An adjustment to the top step salary for the Senior Water Resources Planner position.

5. The method for funding the budget.

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

2:15 C. Priority FY 2007-08 Professional Services Contracts (*Attachments*) **(Jensen)**

Issue: To ensure continuity of services, nine professional services contracts should be effective July 1, 2007.

Information to Committee: Memo addressing each professional service contract summarizing the purpose, scope and amount of the service contracts.

1. Legal Counsel (Hanson, Bridgett et al.)
2. Strategic Counsel (Management Communications)
3. Engineering Consultant - Technical Engineering (Dale Newkirk)
4. Engineering Consultant – WSIP Cost, Schedule & Construction Management (Dr. William Ibbs)
5. Engineering Consultant – Master Contract (Stetson Engineering)
6. Financial Advisor (Kelling, Northcross and Nobriga)
7. Washing Machine Rebate Program Consultant (EGIA)
8. Large Landscape Conservation Services Consultant (Whitcomb)
9. Water Wise School Education Program (Water Wise)

Committee Action: Recommendation for board approval.

2:35 D. Three-year Professional Services Contract for Auditing Services with C.G. Uhlenburg (*Attachment*) **(Jensen)**

Issue: Should BAWSCA enter into a new contract for auditing services with C.G. Uhlenberg

Information to Committee: Staff memo

Committee Action: Recommendation for board approval

2:50 5. **Comments by Committee Members** **(Fannon)**

3:00 6. **Adjourn to next meeting: Wednesday, June 13, 2007, in the 1st floor conference room of the BAWSCA office building, 155 Bovet Road, San Mateo.**

*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.