

# BAWSCA

Bay Area Water Supply & Conservation Agency

## BOARD POLICY COMMITTEE

### SPECIAL MEETING

~~Monday~~  
Wednesday, March 5, 2007  
2:30 p.m.

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

### AGENDA

- 2:30 1. Call To Order, and Roll Call (Fannon)  
Roster of Committee members (*Attachment*)
- 2:35 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.*
- 2:40 3. Reports
- A. Comments by Chair (Fannon)
  - B. Comments by Committee Members
    - 1. Memorandum from Rosalie O'Mahony, BAWSCA Chair (*Attachment*)
  - C. Comments by the General Manager (Jensen)
    - 1. Status of the Water System Improvement Program
    - 2. Annual Suburban Advisory Group Meeting – February 23, 2007
- 3:00 4. Action Calendar
- A. Approval of Minutes from the December 13, 2006 meeting (*Attachment*) (Fannon)
  - B. Planned Achievements and Preliminary Budget Proposal for FY 2007-08 (*Attachment*) (Jensen)  
Issue: What results need to be achieved and within what budget during FY 2007-08?  
Information to Committee: Preliminary budget memo and oral presentation.  
Committee Action Requested: Comments and suggestions to the general manager for consideration in preparing the preliminary budget information for the March board of directors meeting.

- 3:20 C. Improved Administration of Water Conservation Programs  
(Attachment) (Jensen/Sandkulla)  
Issue: Should BAWSCA invest in a way to improve the accuracy and efficiency of administering water conservation assistance programs?  
Information to Committee: Staff report.  
Committee Action Requested: That the Board Policy Committee recommend the Board to authorize BAWSCA General Manager to negotiate and execute an agreement with the City of Redwood City to develop and implement a Conservation Program Database System designed to administer water conservation programs.

3:35 D. Professional Services Contract with Hilton Frankopf and Hobson  
(Attachment) (Jensen/Ummel)  
Issue: SFPUC's changes to improve and more accurately allocate labor charges for the Hetch Hetchy assessment can have a significant impact on the reallocation of costs from San Francisco's power customers to its retail and wholesale water customers.  
Information to Committee: Staff memo.  
Committee Action Requested: That the Board Policy Committee recommend the Board to authorize the general manager to:  
a) negotiate and execute an agreement between BAWSCA and Hilton, Farnkopf and Hobson, subject to legal counsel's final review, for a not-to-exceed amount of \$25,000; and b) fund the study using \$25,000 from the FY 2006-07 budgeted contingency.

3:50 5. Comments by Committee Members (Fannon)

4:00 6. Adjourn to next meeting: Wednesday, April 11, 2007, in the 1<sup>st</sup> 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 **[bawsca@bawsca.org](mailto: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 1<sup>st</sup> 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.