

**BAY AREA WATER SUPPLY AND CONSERVATION AGENCY
BOARD OF DIRECTORS MEETING****January 19, 2012 – 7 p.m.
Foster City Community Building, Foster City CA**

MINUTES

Call to Order/Pledge of Allegiance/Roll Call – 7:00 pm

BAWSCA Chair, Barbara Pierce, called the meeting to order. Art Jensen, called the roll. Eighteen (18) members of the Board were present, constituting a quorum. A list of directors present (18) and absent (8) is attached.

Chair Pierce welcomed Charlie Bronitsky as a new member of the BAWSCA Board representing the City of Foster City.

Special Order of Business – Election of Officers for Calendar Year 2012:

Vice-Chair O’Connell conducted the portion of the meeting that called nominations for the position of Chair of the BAWSCA Board. Director O’Mahony nominated Barbara Pierce for Chair. Director Coverdell seconded the nomination. There being no other nominations, nominations were closed by consensus.

Director O’Mahony made a motion to close the nominations, seconded by Director Chambers, and that Barbara Pierce be elected as Chair of the Bay Area Water Supply and Conservation Agency Board of Directors for calendar year 2012 to commence at the adjournment of the meeting at which she was elected.

Chair Pierce called for nominations for the position of Vice-Chair. Director Quirk nominated Irene O’Connell as Vice-Chair of the board, and was seconded by Director Kasperzak. Director McLeod nominated Jim Griffith as Vice-Chair. Director Griffith appreciated the nomination, however given his newness to the Board, declined the nomination. There being no other nominations, nominations were closed by consensus.

Director Gomez made a motion, seconded by Director McLeod to close the nominations and that Irene O’Connell be elected as Vice-Chair of the Bay Area Water Supply and Conservation Agency Board of Directors for calendar year 2012 to commence at the adjournment of the meeting at which she was elected.

Consent Calendar:

Director Bronitsky made a motion, seconded by Director Quirk, that the minutes of the November 17, 2011 Board meeting be approved, and that the Budget Status

Report ad of November 30, 2011, the Quarterly Investment Report as of December 31, 2011, and the Director's Reimbursement Report as of December 31, 2011 be received and filed.

Action Calendar:

A. Mid-Year 2011-12 Work Plan and Budget Review:

Director Klein made a motion, seconded by Director Quirk, that the Board approve the following adjustments to the Work Plan and adjustments to the Operating Budget:

- 1. Approve the following revisions to the FY2011-12 Work Plan:**
 - a. Prepare scope and schedule changes for the Long-Term Reliable Water Supply Strategy, and present them to the Board in Spring 2012.**
 - b. Focus oversight of the Water System Improvement Program on the SFPUC management of construction.**
 - c. Take actions needed to protect the reliability provided by water storage reservoirs in the Regional Water System.**

- 2. Approve the reallocation of funds and authorize the CEO to take the actions specified below:**
 - a. To support the proposed revisions to the Work Plan, reallocate \$135,000 from as-needed technical engineering support.**
 - b. Authorize the CEO to amend the existing contract with Mr. Terry Roberts to add \$15,000 for additional investigations of WSIP program and construction management for a revised contract total of \$135,000.**
 - c. Authorize the CEO to execute a contract with an as-yet unidentified consultant for engineering review of WSIP design and technical documents for an amount not to exceed \$25,000.**
 - d. Authorize the CEO to amend the existing contract for Strategic Counsel by \$50,000 to assist the CEO and legal counsel with activities to protect the water supply reliability provided by Hetch Hetchy Reservoir, for a revised total contract amount of \$200,000.**
 - e. Authorize the CEO to amend the existing contract with Brown and Caldwell to add \$25,000 for a revised total contract amount of \$75,000 to provide on-call technical support.**
 - f. Authorize the CEO to move the remaining \$20,000 to the operating Budget contingency.**

The motion carried unanimously.

B. Amendment to Policies and Procedures for the Purchase of Equipment and Supplies/Award of Contracts:

Director Quirk made a motion, seconded by Director Anderson, that the Board of Directors adopt the proposed resolution revising the Procurement Policy to:

- a. Increase the CEO's discretionary spending authority to \$25,000 for purchases of equipment and supplies and services, while retaining the existing limit of \$10,000 for construction expenses.**
- b. Limit the CEO/General Manager's authority to approve change orders and amendments \$25,000.**
- c. Require the CEO/General Manager to report all change orders and amendments to the Board in the budget status reports.**
- d. Increase the limits for formal solicitation of bids for purchases of equipment and supplies.**

The motion carried unanimously.

Adjournment: The meeting adjourned at 8:27pm

Respectfully submitted,

Arthur R. Jensen,
Chief Executive Officer

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Attachments: 1) Attendance Roster

BAY AREA WATER SUPPLY AND CONSERVATION AGENCY
Board of Directors Meeting
January 19, 2012

Attendance Roster

Present:

Robert Anderson	Purissima Hills Water District
Randy Breault	Guadalupe Valley Water District
Charlie Bronitsky	City of Foster City
Tom Chambers	Westborough Water District
Ken Coverdell	Coastside County Water District
Armando Gomez	City of Milpitas
Jim Griffith	City of Sunnyvale
Rob Guzzetta	California Water Service Company
Mike Kasperzak	City of Mountain View
Larry Klein	City of Palo Alto
Marty Laporte	Stanford
Jamie McLeod	City of Santa Clara
Irene O'Connell	City of San Bruno
Rosalie O'Mahony	City of Burlingame
Tom Piccolotti	North Coast County Water District
Barbara Pierce	City of Redwood City
Bill Quirk	City of Hayward
John Weed	Alameda County Water District

Absent:

Ruben Abrica	City of East Palo Alto
Cyril Bologoff	City of Brisbane
Kelly Fergusson	City of Menlo Park
Michael Guingona	City of Daly City
Tom Kasten	Town of Hillsborough
Dan Quigg	City of Millbrae
Chuck Reed	City of San Jose
Louis Vella	Mid-Peninsula Water District