

**BAY AREA WATER SUPPLY AND CONSERVATION AGENCY  
BOARD OF DIRECTORS MEETING**

**March 21, 2013 – 7 p.m.**

**Foster City Community Building, Foster City CA**

<b>MINUTES</b>
----------------

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

BAWSCA Chair, Irene O’Connell, called the meeting to order. Art Jensen called the roll. Twenty-two (22) members of the Board were present, constituting a quorum. A list of Directors present (22) and absent (4) is attached.

**2. Comments by the Chair:**

Chair O’Connell acknowledged Mr. Jensen’s pending retirement and recognized his leadership that led to BAWSCA’s achievements.

As a follow up to her email following Art Jensen’s retirement announcement, Chair O’Connell reported that she had formed an Ad Hoc Committee to work on the selection of the new CEO/General Manger. The members include herself, Al Mendall, Rob Guzzetta, and Randy Breault. BAWSCA’s founding Board Chair, Ira Ruskin, has agreed to assist the committee. The Committee will be working with Legal and Strategic Counsels on the selection process.

Chair O’Connell emphasized the special importance of two report items on the agenda. The first item is the Preliminary Work Plan and Budget for FY 2013-14, which the Board will act on in May. She noted that they are result-driven and direct the activities of the agency during the coming year. The second item is the opportunity to mark BAWSCA’s first 10 years of delivering results for its member agencies and its customers. The Anniversary will be marked at the Board meeting in May.

**3. Board Policy Committee Report:** Committee Chair Rob Guzzetta thanked former Committee Chair Larry Klein for his leadership of the Committee since 2011. He also thanked former committee members Ruben Abrica and Robert Anderson for their participation in the committee, and welcomed two new members of the Committee, Al Mendall from the City of Hayward and Charlie Bronitsky from the City of Foster City.

Committee Chair Guzzetta reported the discussions and actions that took place at the BPC meeting held February 13, 2013.

**4. Public Comments:** Public comments were received from Wynn Grcich and Michael Francois.

**5. SFPUC Report:** SFPUC General Manager, Harlan Kelly addressed the Board. He acknowledged Mr. Jensen’s upcoming retirement, and provided an update on the revisions to the WSIP that the Commission will consider at a public hearing on April 23, 2013.

Assistant General Manager for Water, Steve Ritchie, reported on current water supply conditions.

**6. Consent Calendar:**

**Director Richardson made a motion, seconded by Director Pierce, to approve the Consent Calendar. The items include approval of the Minutes of the January 17, 2013 Board Meeting, that the Board receive and file the Budget Status, and Investment reports ending January 31, 2013, and approval of the following Board actions:**

- a. **Authorize the CEO/General Manager to negotiate and execute a Professional Services Contract with Maddaus Water Management, Inc., for \$365,000 to provide technical support for the development of Regional Water Demand and Conservation Projections;**
- b. **Authorize a transfer of \$65,000 from the BAWSCA General Reserve to fund work performed in FY 2012-13; and**
- c. **Include \$300,000 in the proposed work plan for FY 2013-14, with fund from the General Reserve.**

**The motion carried unanimously.**

**7. Action Calendar:**

**A. Proposed FY 2013-14 Bond Surcharges:**

**Director Kasperzak made a motion, seconded by Director Pierce, that the Board approve the proposed bond surcharges for FY 2013-14. The motion carried unanimously.**

**B. Resolution Appointing John Ummel as Temporary Sr. Administrative Analyst Emeritus**

**Director Richardson made a motion, seconded by Director Klein, to adopt the resolution approving the reappointment of John Ummel to the temporary position of Senior Administrative Analyst Emeritus, and making associated findings in support of such an appointment. By roll call vote, the motion carried unanimously.**

**8. Reports:** Additional staff reports were provided on the results of Other Post-Employment Benefits (OPEB) Evaluation, Preliminary FY 2013-14 Work Plan and Budget, SFPUC Water Supply Conditions, SFPUC WSIP, the upcoming Ten-Year Anniversary, and items on the CEO/General Manager's letter and correspondence packet.

**9. Adjourned to Closed Session at 9:00 pm pursuant to Government Code 54957**

**10. Reconvened to Open Session at 9:27.** Chair O'Connell reported the actions taken during Closed Session:

- A. Board approval that the General Manager's title be officially changed to CEO and General Manager, and to approve the changes to the CEO and General Manager's

roles and responsibilities in the Attachment to the CEO and General Manager's Agreement, with direction for further revisions.

B. Board acceptance of the CEO and General Manager's retirement.

**Director Vella made a motion, seconded by Director O'Mahony, to extend the meeting to accommodate the remaining agenda items. The motion carried unanimously.**

**11. Agreement with Executive Recruitment Firm:** Legal Counsel, Allison Schutte, reported that to fill the pending vacancy for the CEO/General Manager position, a Request for Proposals (RFP) for executive recruitment firms has been drafted. She reported that the RFP will be published on March 22, 2013. Ms. Schutte anticipates the selection of a recruitment firm in early April.

**Director Laporte made a motion, seconded by Director Mendall, to authorize the CEO/General Manager to negotiate and execute a Professional Services Agreement with an Executive Recruitment Firm for an amount not-to-exceed \$50,000. The motion carried unanimously.**

**12. Date, Time and Location of Next Meeting:** The next meeting is scheduled on May 16, 2013, in the Wind Room, Foster City Community Center.

**13. Adjournment:** The meeting adjourned at 9:32pm.

Respectfully submitted,

Arthur R. Jensen,  
Chief Executive Officer/General Manager

ARJ/le

Attachments: 1) Attendance Roster

**BAY AREA WATER SUPPLY AND CONSERVATION AGENCY**  
**Board of Directors Meeting**  
**March 21, 2013**

**Attendance Roster**

Present:

Ruben Abrica	City of East Palo Alto
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
Kelly Ferguson	City of Menlo Park
Armando Gomez	City of Milpitas
Rob Guzzetta	California Water Service Company
Mike Kasperzak	City of Mountain View
Tom Kasten	Town of Hillsborough
Larry Klein	City of Palo Alto
Marty Laporte	Stanford
Jerry Marsalli	City of Santa Clara
Al Mendall	City of Hayward
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
Sepi Richardson	City of Brisbane
Louis Vella	Mid-Peninsula Water District
John Weed	Alameda County Water District

Absent:

Jim Griffith	City of Sunnyvale
Michael Guingona	City of Daly City
Dan Quigg	City of Millbrae
Chuck Reed	City of San Jose