## SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY BOARD OF DIRECTORS MEETING

Thursday, July 17, 2014
Foster City Community Building – 1000 E. Hillsdale Blvd, Foster City – Wind Room
(Directions on Page 2)

The RFA meeting will convene immediately following Item #5, Consent Calendar, of the BAWSCA Board agenda, and no earlier than 7:10 P.M.

#### **AGENDA**

Agenda Item

A	Agenda Hem	Presenter	Page #
1	. Call To Order/Roll Call	(O'Connell)	
2	2. Comments by Chair		
3	6. Consent Calendar	(O'Connell)	
	All matters listed under on the Consent Calendar are considered by the Board to be routine and will be enacted by one motion without discussion. If discussion is desired, the subject item may be removed and considered separately.		
	a. Approve minutes from meeting of January 16, 2014 (Attachment)		<i>Pg 3</i>
	b. Adopt FY14-15 Budget (Attachment)		Pg 7
	<ul> <li>c. Appointment of Nicole Sandkulla as General Manager and Secretary of San Francisco Bay Area Regional Water System Financing Authority (Attachment)</li> </ul>		Pg 9
4	. Public Comments	(O'Connell)	
5	5. Directors' Comments	(O'Connell)	
6	6. Adjourn to next meeting scheduled for January 15, 2015	(O'Connell)	

Upon request, 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 650, San Mateo, CA 94402** or by e-mail at bawsca@bawsca.org

All public records that relate to an open session item of a meeting of the BAWSCA Board that are distributed to a majority of the Committee less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the California Public Records Act, will be available for inspection at BAWSCA, 155 Bovet Road, Suite 650, San Mateo, CA 94402 at the same time that those records are distributed or made available to a majority of the Committee.

Presenter

Page #

#### Directions to Foster City Community Bldg. – 1000 E. Hillsdale Blvd., Foster City

<u>From Hwy. 101</u>, take the Hillsdale Ave. exit East. Turn Right into the parking lot just after the intersection with Shell Blvd. <u>The Community Bldg. entrance is separate from the Library entrance and is marked by signage.</u> The Wind Room will be at the top of the stairs on the right, across from the reception station (there is also an elevator).

<u>From the East Bay</u>, take Hwy. 92 West, exiting at Foster City Blvd., and going South on Foster City Blvd. to Hillsdale. Turn Right (West) onto Hillsdale and proceed to Shell Blvd., making a U-turn to be able to pull into parking lot on SE corner of Hillsdale and Shell. See underlined sentence of first paragraph above for remainder of direction

## SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

# BOARD OF DIRECTORS MEETING Foster City Community Building, 1000 E. Hillsdale Blvd., Foster City CA January 16, 2014 – 7:00 p.m.

#### **MINUTES**

#### 1. Call to Order/Roll Call – 7:03 p.m.

RFA Chair Irene O'Connell called the meeting to order. CEO/General Manager Nicole Sandkulla called the roll. Twenty (21) members of the board were present, constituting a quorum. A list of directors present (21), vacant (1), and absent (5) is attached.

#### 2. Special Order of Business – Election of Officers for Calendar Year 2014

Vice-Chair Breault called the nominations for the position of Chair of the RFA Board. Director Pierce nominated Irene O'Connell for Chair, seconded by Director Mendall. There being no other nominations, nominations were closed by consensus.

Director Pierce made a motion, seconded by Director Mendall, to elect Irene O'Connell as Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2014 to commence at the adjournment of the meeting at which she was elected. The motion passed.

Chair O'Connell called the nominations for the position of Vice-Chair of the RFA board. Director Richardson nominated Randy Breault for Vice-Chair, seconded by Director Mendall. There being no other nominations, nominations were closed by consensus.

Director Richardson made a motion, seconded by Director Mendall, to elect Randy Breault as Vice-Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2014 to commence at the adjournment of the meeting at which she was elected. The motion passed.

**3.** Comments by the Chair: Chair O'Connell welcomed SFPUC General Manager Harlan Kelly as a member of the RFA Board, replacing former SFPUC General Manager, Ed Harrington.

#### 4. Consent Calendar:

Director Kasperzak made a motion, seconded by Director Mendall, to approve the minutes of July 18, 2013. The motion passed unanimously.

**5. Public Comments:** There were no comments from the public.

RFA Minutes

- **6. General Manager's Report**: Ms. Sandkulla announced that the Annual FPPC Form 700 Filing for FY 2013-14 are due to BAWSCA by April 1, 2014.
- **7. Directors' Comments:** There were none.
- **8. Adjournment:** The meeting was adjourned at 7:06pm.
- **9. Date, Time and Location of Next Meeting:** The next meeting is scheduled for July 17, 2014 at 7:00 p.m. in the Wind Room of the Foster City Community Center.

Respectfully submitted,

Nicole Sandkulla Chief Executive Officer/General Manager and Secretary

NS/le

Attachments: 1) Attendance Roster

## SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

## Board of Directors Meeting January 16, 2014

#### **Attendance Roster**

Present:

Robert Anderson Purissima Hills Water District
Randy Breault Guadalupe Valley Water District

Charlie Bronitsky City of Foster City

Thomas Chambers Westborough Water District

Ken Coverdell Coastside County Water District

Kelly Fergusson City of Menlo Park

Carole Groom California Water Service Company

Michael Guingona City of Daly City

Thomas Kasten Town of Hillsborough
Mike Kasperzak City of Mountain View

Harlan Kelly City & County of San Francisco

Gustav Larsson City of Sunnyvale
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

Dan Quigg City of Millbrae Sepi Richardson City of Brisbane

Louis Vella Mid-Peninsula Water District
John Weed Alameda County Water District

Absent:

Ruben Abrica City of East Palo Alto

Armando Gomez

Larry Klein

City of Palo Alto

City of Santa Clara

Chuck Reed

City of San Jose

Vacant

Stanford University

(This page intentionally left blank.)

#### SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

#### **BOARD OF DIRECTORS MEETING**

Agenda Title: Adoption of the FY 2014-15 Budget for the San Francisco Bay
Area Regional Water System Financing Authority

#### **Summary:**

The BAWSCA Board of Directors adopted its FY 2014-15 budget on May 15, 2014. That budget contains amounts to cover the few operating expenses that are anticipated to be incurred by the San Francisco Bay Area Regional Water System Financing Authority (RFA). The California Water Code requires the RFA Board of Directors to adopt a budget for each fiscal year (Division 31.7, Section 81650).

#### Fiscal Impact:

The adopted FY 2014-15 BAWSCA budget of \$2,939,286 includes the budgeted RFA operating expenses totaling \$1,400 to cover anticipated Board member attendance fees, legal expenses, insurance and other costs.

Table A. Budget Summary by Major Expenditure Category

Cost Category	Proposed FY 2014-15 Budget
Legal	\$1,000
Administration Director attendance fees, Insurance, postage, other expenses	\$400
Total Operating Expenditures	\$1,400

The RFA will complete FY 2013-14 having spent a total of \$644 of its \$1,400 budget. Legal expenses were \$618 and administrative costs were \$26. The budget for the RFA has been gradually decreased, retaining enough to cover minor administrative expenses and a small legal contingency.

#### Recommendation:

That the RFA Board adopt the proposed FY 2014-15 budget for the RFA totaling \$1,400.

(This page intentionally left blank.)

### SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

#### **BOARD OF DIRECTORS MEETING**

Agenda Title: Appointment of Nicole Sandkulla as General Manager and

Secretary of San Francisco Bay Area Regional Water System

**Financing Authority** 

#### **Summary:**

The State Water Code provides that the Board of Directors shall appoint a General Manager and Secretary. On July 19, 2013, the Bay Area Water Supply and Conservation Agency (BAWSCA) adopted an employment agreement with Nicole Sandkulla and appointed her as Chief Executive Officer (CEO)/General Manager of BAWSCA effective September 30, 2014. As CEO/General Manager of BAWSCA, Ms. Sandkulla may take on the responsibility of General Manager and Secretary as a service to the RFA, without cost.

In one motion, the RFA board may appoint Ms. Sandkulla to be the RFA General Manager and Secretary to serve in a volunteer capacity, without compensation and at the pleasure of the Board.

Fiscal Impact: None.

#### **Recommendation:**

That the Board appoint Nicole Sandkulla as General Manager and Secretary of the RFA contingent upon the BAWSCA Board authorization.

#### **Discussion:**

On July 19, 2013, the Bay Area Water Supply and Conservation Agency (BAWSCA) executed an employment agreement with Nicole Sandkulla and appointed her as Chief Executive Officer (CEO)/General Manager of BAWSCA effective September 30, 2014.

Exhibit A – "Responsibilities" of Ms. Sandkulla's employment agreement states:

"If appointed by the Board of Directors of the San Francisco Bay Area Regional Water System Financing Authority (RFA), and if acceptable to the Board of Directors of BAWSCA, serve in the capacity of General Manager, Acting Secretary, and/or Secretary of the RFA."

(This page intentionally left blank.)