

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

**November 21, 2019 – 6:30 p.m.  
Foster City Community Building – 1000 E. Hillsdale Blvd.  
Wind Room**

<b>MINUTES</b>
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**1. Call to Order/Pledge of Allegiance/Roll Call – 6:35 pm**

BAWSCA Chair, Barbara Pierce, called the meeting to order and led the salute to the flag. Nicole Sandkulla called the roll. Nineteen (19) members of the Board were present at roll call with three on teleconference. Four (4) Directors arrived after roll call. A list of Directors present (23) and absent (3) is attached.

**2. Comments by the Chair:** Chair Pierce welcomed Youth United for Community Action (YUCA), an East Palo Alto organization who will provide a report of their efforts on water issues in their community, as recommended by Director Moody. BAWSCA's CEO met with YUCA's Executive Director, Ofelia Bello, and discussed potential collaboration with BAWSCA's school education water conservation program.

Secondly, Director Pierce reminded the Board that in 2015, BAWSCA's Long-Term Reliable Water Supply Strategy identified water transfers as a potential way to reduce the impact of future droughts. BAWSCA's Pilot Water Transfer aspires to determine the feasibility and desirability of transfers as part of future drought supply for BAWSCA's constituents. The agenda includes the approval of four agreements and actions to implement the pilot water transfer with Amador Water Agency. Chair Pierce recommends the proposed action and urged the Board to support this critical step for BAWSCA.

Lastly, Chair Pierce thanked Director Irene O'Connell for her years of service to BAWSCA. Director O'Connell will be stepping down as a BAWSCA Board member as her term on the City of San Bruno City Council ends as of January 1<sup>st</sup>. Director O'Connell is one of BAWSCA's founding Board members who has served for 16 years, as Chair of the BPC in 2010, Vice-Chair of the Board in 2011 and 2012, and as Chair of the Board in 2013 and 2014. Director O'Connell has been a strong and experienced leader committed to the community she has served, and an advocate for the importance of BAWSCA as a regional voice.

**3. Board Policy Committee Report:** Committee Chair Zigterman reported that the Committee voted unanimously to recommend Board approval of Staff's proposed recommendations on the Tier 2 Plan, Customer Water Meter Accuracy Testing Program, and BAWSCA' Pilot Water Transfer Plan. The Committee's discussion on the items are reflected in the Board Policy Summary Report included in the agenda packet.**4. Public Comments:** Public comments were provided by Dave Warner.**5. Special Report:** Director Larry Moody introduced East Palo Alto's Youth United for Community Action (YUCA), a youth organization that provides an opportunity to lift young people's voices in our community.

YUCA Executive Director, Ofelia Bello, stated that YUCA's work is to empower young people's efforts on both social and environmental justice issues. She introduced two youth members of YUCA who produced YUCA's water video.

Kimberly and Lilia introduced the video to the BAWSCA Board.

6. **SFPUC Report:** Michelle Novotny provided a report on water supply conditions and current water use trends.

7. **Consent Calendar:**

**Director Keith made a motion, seconded by Director Chambers, to approve the Minutes of the September 19, 2019 meeting; receive and file the Budget Status Report as of September 30, 2019, the Annual Audit Report for BAWSCA and Compilation Report for BAWUA for FY 2018-19, the Directors' Reimbursement Report and the Investment Report as of September 30, 2019, Authorize Execution of an Agreement with M&M Backflow and Meter Maintenance to Implement a Customer Water Meter Accuracy Testing Program, and Adopt Resolution #2019-02 Approving the Extension of the Tier 2 drought Allocation Plan.**

**The motion carried unanimously by roll call vote.**

8. **Closed Session #1:** The meeting adjourned to Closed Session at 7:05pm
9. **Report After Closed Session:** Legal Counsel, Allison Schutte, reported that no action was taken during Closed Session.
10. **Action Calendar:** BAWSCA's Water Resources Manager, Tom Francis, reported on BAWSCA's Pilot Water Transfer Plan.

Public Comments were provided by Jan Lee, Assistant Director Public Works for the City of Hayward.

**Director Wood made a motion, seconded by Director Vella, that the Board, contingent on final Legal Counsel review:**

1. **Approve the Pilot Water Transfer Project, determine that the Pilot Water Transfer is exempt from the California Environmental Quality Act (CEQA) under Guidelines sections 15301(b) and 15061, and authorize the CEO/General Manager to file a Notice of Exemption under CEQA;**
2. **Authorize the CEO/General Manager to negotiate and execute the four agreements necessary to implement the Pilot Water Transfer Project, in a form approved by Legal Counsel;**
3. **Authorize the CEO/General Manager to direct SFPUC to transfer up to \$1,200,000 from the 2009 Water Supply Agreement Balancing Account, in accordance with Section 6.05.B.2.a of the 2009 Water Supply Agreement, for water supply projects administered by BAWSCA.**

**The motion carried unanimously by roll call vote.**

- 11. Reports:** The CEO/General Manager had no additional information to what has been provided on the items under reports.
- 12. Closed Session #2:** The meeting adjourned to Closed Session at 8:01pm
- 13. Report After Closed Session:** Closed Session ended at 8:35pm. Legal Counsel, Allison Schutte, reported that the Board provided direction to the negotiator, and there is no need for negotiations with a Labor Negotiator.
- 14. Action Item Following Closed Session #2:** Chair Pierce reported that the BAWSCA Board of Directors desires to modify the CEO/General Manager's base salary to recognize her sustained performance in delivering results, and to promptly correct disparity in compensation as indicated by the market survey.

**Director O'Connell made a motion, seconded by Director Zigterman, that the Board approve the proposed contract amendment to the CEO/General Manager's Employment Agreement, effective on her anniversary date of September 30, 2019, and authorize the transfer of \$25,551 from budgeted contingency to salaries within the adopted FY 2019-20 Operating Budget**

- 15. Directors' Discussion: Comments, Questions and Agenda Requests:** Director O'Connell acknowledged the growth that BAWSCA has had during the past 16 years in which she has served as a Board Member. She encouraged the Board to continue its efforts to ensure the region's "...reliable source of high-quality water at a fair price." She stated, "keep the courage that you have shown in all the actions that you have taken", and noted that the member agencies are its own group under BAWSCA. She reminded the Board that BAWSCA represents the member agencies who are customers of the SFPUC, as opposed to partners of the SFPUC; and therefore, operates to protect the interests of the member agencies and their water customers.
- 16. Date, Time and Location of Next Meeting:** The next meeting is scheduled on January 16, 2020 at 6:30pm, in the Oak Room of the San Mateo Main Library.
- 17. Adjournment:** The meeting adjourned at 8:40pm.

Respectfully submitted,



Nicole M. Sandkulla  
Chief Executive Officer/General Manager

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Attachments: 1) Attendance Roster

**Bay Area Water Supply and Conservation Agency**

**Board of Directors Meeting  
Attendance Roster**

Director	Agency	Nov. 21, 2019	Sept. 19, 2019	July 18, 2019	May 16, 2019	Mar. 21, 2019
Benton, Jay	Hillsborough	✓	✓		✓	
Breault, Randy	Guadalupe	✓	✓		✓	
Chambers, Tom	Westborough	✓	✓	✓	✓	✓
Cormack, Alison	Palo Alto	✓	✓		✓	✓
Davis, Debi	Santa Clara		✓			✓
Hindi, Sam	Foster City	✓	✓			✓
Jordan, Steve	Purissima	✓	✓	✓	✓	✓
Keith, Kirsten	Menlo Park	✓	✓	✓	✓	
Kuta, Rob	Cal Water	✓	✓	✓	✓	✓
Larsson, Gustav	Sunnyvale	✓	✓	✓	✓	✓
Liccardo, Sam	San Jose					
Manalo, Juslyn	Daly City	✓	✓	✓		✓
Matchak, Lisa	Mountain View	✓	✓	✓	✓*	✓*
Mendall, Al	Hayward		✓	✓	✓	✓
Mickelsen, Chris	Coastside	✓		✓		✓
Montano, Carmen	Milpitas	✓	✓	✓	✓	✓
Moody, Larry	East Palo Alto	✓	✓	✓	✓	✓
O'Connell, Irene	San Bruno	✓	✓	✓	✓	✓
O'Mahony, Rosalie	Burlingame	✓	✓	✓	✓	
Piccolotti, Tom	North Coast	✓			✓	✓
Pierce, Barbara	Redwood City	✓	✓	✓	✓	✓
Quigg, Dan	Millbrae	✓	✓		✓	
Vella, Lou	Mid-Peninsula	✓	✓	✓		✓
Weed, John	ACWD	✓	✓	✓	✓	✓
Wood, Sepi	Brisbane	✓	✓	✓	✓	✓
Zigterman, Tom	Stanford	✓	✓	✓	✓	✓

✓ : Present

\* : Predecessor

Notes (Nov. 21, 2019 Mtg.)

By Teleconference      Randy Breault (within Jurisdiction)  
                                  Lisa Matchak (outside Jurisdiction)  
                                  Dan Quigg (within Jurisdiction)