

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

Thursday, January 21, 2021

The RFA meeting will convene immediately following Item #2 of the BAWSCA Board agenda, Election of Officers for Calendar Year 2021, and no earlier than 6:30 P.M.

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

The following members of the BAWSCA Board are listed to permit them to appear telephonically at the Board Meeting on January 21, 2021: Jay Benton, Randy Breault, Tom Chambers, Alison Cormack, Sam Hindi, Steve Jordan, Kirsten Keith, Carole Groom, Gustav Larsson, Sam Liccardo, Juslyn Manalo, Lisa Matichak, Al Mendall, Chris Mickelsen, Carmen Montano, Larry Moody, Rosalie O'Mahony, Tom Piccolotti, Barbara Pierce, Dan Quigg, Lou Vella, John Weed, Sepi Wood.

Members of the public wanting to participate in the meeting may do so by:

Participating via Video Conference:

Click on the link to Join the meeting, <https://us02web.zoom.us/j/88029812324>

- Meeting ID: 880 2981 2324
- Password: 213883
- The web browser client will download automatically when you start or join your first Zoom meeting. It is also available for [manual download here](#).

OR,

Participating via Telephone (Call-In):

- **Dial (888) 788-0099** US Toll-free, and entering **Meeting ID 880 2981 2324** and **Password 213883** when prompted.
- To Mute or UnMute, Press *6.
- To Raise Hand, Press *9.
- The Presentation will be available prior to the meeting at www.bawsca.org.

In the event of technical malfunction on Zoom, the meeting will be conducted via the Call-In #.

(This page was intentionally left blank)

BOARD OF DIRECTORS MEETING

THURSDAY, JANUARY 21, 2021

The RFA meeting will convene immediately following Item #2 of the BAWSCA Board agenda, Election of Officers for Calendar Year 2021, and no earlier than 6:30 P.M.

AGENDA

<u>Agenda Item</u>		<u>Page #</u>
1. Call To Order/Roll Call	(Pierce)	
2. Special Order of Business -- Election of Officers for Calendar Year 2021 (<i>Attachment</i>)	(Pierce)	Pg 5
a. Election of Chair		
b. Election of Vice Chair		
<i>(The term of the new Chair and Vice Chair commence at the end of the meeting at which they are elected)</i>		
3. Comments by Chair	(Pierce)	
4. Consent Calendar	(Pierce)	
<i>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.</i>		
a. Approve minutes from meeting of January 16, 2020 (<i>Attachment</i>)		Pg 7
b. Adopt FY 2020-21 Budget (<i>Attachment</i>)		Pg 11
5. Public Comments	(Pierce)	
6. General Manager's Report	(Sandkulla)	
a. FY 2020-21 Statement of Economic Interest Form 700		
7. Directors' Comments	(Pierce)	
8. Adjourn to next meeting scheduled for January 20, 2022	(Pierce)	

Accessibility for Individuals with Disabilities

Upon request, BAWSCA 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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to bawasca@bawasca.org or submitted by phone at 650-349-3000. Requests will be granted whenever possible and resolved in favor of accessibility.

(This page was intentionally left blank)

SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

BOARD OF DIRECTORS MEETING

Agenda Title: **Election of Officers for Calendar Year 2021**

Summary:

The State Water Code (Division 31, Section 81401) requires the Board to elect a chair and vice chair each year at the January meeting. The term of officers of the Board commences at the close of the meeting at which they are elected.

Discussion:

In a virtual meeting format, the suggested process for electing the chair is as follows:

1. Call for nominations for the position of chairperson.
2. Chair will close nominations once no further names are offered.
3. If there is only one nominee, call for the vote by roll call.
4. If there is more than one nominee, then proceeding alphabetically:
 - a. Ask each nominee to give a brief statement on his/her qualifications and interest in the position.
 - b. Directors who would like to comment on behalf of the nominee can “raise hand” on zoom. For those calling in, push *9 for the “raise hand” function
 - c. Call for a vote of those in favor of each nominee, by roll call.
 - d. Once a majority elects a nominee, the election is over.

Following the election of the chair, proceed to the election of vice chair using the same process.

(This page was intentionally left blank)

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

**BOARD OF DIRECTORS MEETING
Oak Room – San Mateo Main Library, 55 W. 3rd Ave., San Mateo
January 16, 2020 – 6:30 p.m.**

MINUTES

1. Call to Order/Roll Call – 6:36 p.m.

RFA Chair Barbara Pierce called the meeting to order. CEO/General Manager Nicole Sandkulla called the roll. Sixteen (16) members of the board were present at roll call, constituting a quorum. One member of the Board arrived after roll call. A list of directors present (17), vacant (2), and absent (8) is attached.

2. Special Order of Business – Election of Officers for Calendar Year 2020: Chair Pierce called for nominations for the position of Chair of the RFA Board. Director Quigg nominated Barbara Pierce for Chair, seconded by Director Mendall. There being no other nominations, nominations were closed by consensus.

The Board unanimously voted to elect Barbara Pierce as Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2020 to commence at the adjournment of the meeting at which she was elected.

Chair Pierce called the nominations for the position of Vice-Chair of the RFA Board. Director Cormack nominated Gustav Larsson for Vice-Chair, seconded by Director Chambers. There being no other nominations, nominations were closed by consensus.

The Board unanimously voted to elect Gustav Larsson as Vice-Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2020 to commence at the adjournment of the meeting at which he was elected.

3. Comments by the Chair: There were no comments by the Chair.

4. Consent Calendar:

Director Quigg made a motion to approve the Consent Calendar.

Director Cormack asked what the excess legal expense was.

Ms. Sandkulla explained that a legal analysis was done for Director appointments, particularly two RFA Directors, whose appointments were for an indefinite period. The analysis recommended the appropriate process that must be completed by the appointing agency to fulfill the legislative requirements.

Director Cormack seconded the motion, to approve the minutes of January 17, 2019, and to adopt the FY 2019-20 Budget of \$1,650.

The motion passed unanimously.

- 5. Public Comments:** There were no public comments.
- 6. General Manager's Report:** Ms. Sandkulla reminded the Board that the Annual FPPC Form 700 Filing for FY 2019-20 are due by April 1, 2020. An email notice will be sent via BAWSCA's electronic filing system.
- 7. Directors' Comments:** There were none.
- 8. Adjournment:** The meeting was adjourned at 6:40m.
- 9. Date, Time and Location of Next Meeting:** The next meeting is scheduled for January 21, 2021 at 6:30 p.m. in the Oak Room of the San Mateo Main Library.

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 (RFA)

Board of Directors Meeting Attendance Roster

Director	Agency	Jan. 16, 2020	Jan. 17 2019	Jan. 18 2018	July 20, 2017	Jan. 19 2017
Benton, Jay	Hillsborough	✓	✓	✓	*	*
Breault, Randy	Guadalupe		✓	✓	✓	✓
Chambers, Tom	Westborough	✓	✓	✓	✓	✓
Cormack, Alison	Palo Alto	✓	✓*	✓*	*	*
Davis, Debi	Santa Clara	✓	vacant	✓*	✓*	✓*
Carole Groom	Cal Water			✓	✓	
Hindi, Sam	Foster City		✓	*	*	*
Jordan, Steve	Purissima	✓	✓*	*	✓*	✓*
Keith, Kirsten	Menlo Park	✓		✓		
Kelly, Harlan	City of San Francisco			✓		
Larsson, Gustav	Sunnyvale	✓	✓	✓	✓	✓
Liccardo, Sam	San Jose					
Manalo, Juslyn	Daly City					vacant
Matichak, Lisa	Mountain View	✓	*	*	✓*	✓*
Mendall, Al	Hayward	✓	✓	✓	✓	✓
Mickelsen, Chris	Coastside	✓	✓		✓	✓
Montano, Carmen	Milpitas		*	*	*	*
Moody, Larry	East Palo Alto	✓				
O'Connell, Irene	San Bruno	vacant	✓		✓	✓
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	✓	✓	✓	✓	✓
Vacant	Stanford	vacant	vacant	vacant	vacant	vacant

✓ : Present

* : Predecessor

(This page was intentionally left blank)

SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

BOARD OF DIRECTORS MEETING

Agenda Title: **Adoption of the FY 2020-21 Budget for the San Francisco Bay Area Regional Water System Financing Authority**

Summary:

The BAWSCA Board of Directors adopted its FY 2020-21 budget on May 21, 2020. That budget contains a budget allowance 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). While the BAWSCA Board adopted the BAWSCA FY 2020-21 budget, which included the RFA budget allowance, January 21, 2021 is the only RFA meeting in FY 2020-21 and is therefore, the RFA budget adoption action is scheduled accordingly.

As of November 30, 2020, the RFA expenses for FY 2020-21 are \$0, or 0% of the RFA budget allowance adopted by the BAWSCA Board in May 2020. No change to the RFA budget allowance is proposed as part of this recommended action.

Fiscal Impact:

The adopted FY 2020-21 BAWSCA budget of \$4,020,679 includes the budgeted allowance of \$2,025 for RFA expenses to cover anticipated director attendance fees, legal expenses, insurance, and other costs.

Table A. Budget Summary by Major Expenditure Category

Cost Category	Proposed FY 2020-21 Budget
Legal	\$1,000
Administration Director attendance fees, Insurance, postage, other expenses	\$1,025
Total Operating Expenditures	\$2,025

The RFA budget for FY 2019-20 was \$1,650. Total expenses for the RFA in FY 2019-20 were \$2,888 or 175% of budget. RFA legal expenses were overbudget due to unforeseen expenses related to director appointment activities in FY 2019-20.

Recommendation:

That the RFA Board adopt the proposed FY 2020-21 budget for the RFA totaling \$2,025.