

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

THURSDAY, JANUARY 18, 2024

Burlingame Community Center – Sequoia Room
[850 Burlingame Ave., Burlingame](#)

The RFA meeting will convene immediately following Item #2 of the BAWSCA Board agenda, Election of Officers for Calendar Year 2023, and no earlier than 6:30 P.M.

AGENDA

| <u>Agenda Item</u> | | <u>Page #</u> |
|--|--------------------|----------------------|
| 1. Call To Order/Roll Call | (Larsson) | |
| 2. Special Order of Business -- Election of Officers for Calendar Year 2024 (Attachment) | (Larsson) | <i>Pg 3</i> |
| 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. Consent Calendar | (Larsson) | |
| a. Approve minutes from meeting of January 19, 2023 (Attachment) | | <i>Pg 5</i> |
| b. Adopt FY 2023-24 Budget (Attachment) | | <i>Pg 9</i> |
| 4. Comments by Chair | (Larsson) | |
| 5. Public Comments | (Larsson) | |
| 6. General Manager's Report | (Sandkulla) | |
| a. FY 2023-24 Statement of Economic Interest Form 700 | | |
| 7. Directors' Comments | (Larsson) | |
| 8. Adjourn to next meeting scheduled for January 16, 2025 | (Larsson) | |

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SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

BOARD OF DIRECTORS MEETING

Agenda Title: **Election of Officers for Calendar Year 2024**

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:

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.
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. Ask if other directors would like to comment on behalf of the nominee.
 - c. Call for a vote of those in favor of each nominee, by a show of hands, or roll call vote if required due to teleconferencing.

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

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

**BOARD OF DIRECTORS MEETING
January 19, 2023 – 6:30 p.m.**

**Burlingame Community Center – Sequoia Room
850 Burlingame Ave., Burlingame, CA**

| |
|----------------|
| MINUTES |
|----------------|

1. Call to Order/Roll Call – 6:42 p.m.

RFA Chair Gustav Larsson called the meeting to order. CEO/General Manager Nicole Sandkulla called the roll. Eighteen (18) members of the board were present at roll call, constituting a quorum. A list of directors present (20), vacant (4), and absent (3) is attached.

2. Special Order of Business – Election of Officers for Calendar Year 2023: Vice Chair Chambers called for nominations for the position of Chair of the RFA Board. Director Wood nominated Gustav Larsson for Chair, seconded by Director Hardy. There being no other nominations, nominations were closed by consensus.

There were no public comments.

The Board unanimously voted to elect Gustav Larsson as Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2023 to commence at the adjournment of the meeting at which he was elected.

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

There were no public comments.

The Board unanimously voted to elect Tom Chambers as Vice-Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2022 to commence at the adjournment of the meeting at which he was elected.

3. Consent Calendar:

Director Manalo made a motion, seconded by Director Breault to approve the minutes of January 20, 2022, and to adopt the FY 2022-23 Budget of \$2,025. The motion passed unanimously.

4. Comments by the Chair: Chair Larsson stated that the RFA continues to be an important authority that needs to be in place because of the critical role it has in ensuring, should there ever be a need, that financing capability is available to fund actions necessary to protect and improve the reliability of the Regional Water

System. That is why it is important to continue to conduct the meetings and complete the administrative process for the RFA.

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 2022-23 are due by April 3, 2023. 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 6:47pm.
9. **Date, Time and Location of Next Meeting:** The next meeting is scheduled for January 18, 2024 at 6:30 p.m.

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. 19, 2023 | Jan. 20, 2022 | Jan. 21, 2021 | Jan. 16, 2020 | Jan. 17 2019 | Jan. 18 2018 | July 20, 2017 |
|------------------|----------------|------------------|------------------|------------------|------------------|-----------------|-----------------|------------------|
| Andrews, Angela | Hayward | ✓ | ✓* | ✓* | ✓* | ✓* | ✓* | ✓* |
| Benton, Jay | Hillsborough | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | * |
| Breault, Randy | Guadalupe | ✓ | ✓ | | | ✓ | ✓ | ✓ |
| Chambers, Tom | Westborough | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cormack, Alison | Palo Alto | ✓ | ✓ | ✓ | ✓ | ✓* | ✓* | * |
| Hamilton, Tom | San Bruno | ✓ | ✓ | vacant | vacant | ✓* | * | ✓* |
| Hardy, Karen | Santa Clara | ✓ | ✓ | vacant | ✓* | vacant | ✓* | ✓* |
| Herrera, Dennis | San Francisco | | vacant | vacant | * | * | ✓* | * |
| Hindi, Sam | Foster City | | ✓ | ✓ | | ✓ | * | * |
| Jordan, Steve | Purissima | ✓ | ✓ | ✓ | ✓ | ✓* | * | ✓* |
| Larsson, Gustav | Sunnyvale | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Lopez, Antonio | East Palo Alto | ✓ | | ✓ | ✓ | | | |
| Manalo, Juslyn | Daly City | ✓ | ✓ | ✓ | | | | |
| Matichak, Lisa | Mountain View | ✓ | ✓ | ✓ | ✓ | * | * | ✓* |
| Mickelsen, Chris | Coastside | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ |
| Montano, Carmen | Milpitas | | ✓ | | | * | * | * |
| O'Brien, Anne | Burlingame | ✓ | ✓ | ✓* | ✓* | ✓* | ✓* | ✓* |
| Piccolotti, Tom | North Coast | ✓ | ✓ | | | | ✓ | |
| Pierce, Barbara | Redwood City | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Schneider, Ann | Millbrae | ✓ | ✓* | ✓* | ✓* | ✓* | ✓* | ✓* |
| Vella, Lou | Mid-Peninsula | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Weed, John | ACWD | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Wood, Sepi | Brisbane | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Vacant | Cal Water | vacant | vacant | ✓* | | | ✓* | ✓* |
| Vacant | Menlo Park | vacant | ✓ | ✓* | ✓* | * | ✓* | * |
| Vacant | San Jose | vacant | * | * | * | * | * | * |
| Vacant | Stanford | vacant | vacant | vacant | vacant | vacant | vacant | vacant |

✓ : Present
* : Predecessor

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SAN FRANCISCO BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY

BOARD OF DIRECTORS MEETING

Agenda Title: **Adoption of the FY 2023-24 Budget for the San Francisco Bay Area Regional Water System Financing Authority**

Summary:

The BAWSCA Board of Directors adopted its FY 2023-24 budget on May 18, 2023. 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 2023-24 budget in May 2023, which included the RFA budget allowance, January 18, 2024 is the only RFA meeting in FY 2023-24 and therefore, the RFA budget adoption action is scheduled accordingly.

As of November 30, 2023, the RFA expenses for FY 2023-24 are \$0, or 00% of the RFA budget allowance adopted by the BAWSCA Board in May 2023. No change to the RFA budget allowance is proposed as part of this recommended action.

Fiscal Impact:

The adopted FY 2023-24 BAWSCA budget of \$4,871,419 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 2023-24 Budget |
|--|-----------------------------------|
| Legal | \$1,000 |
| Administration Director attendance fees, Insurance, postage, other expenses | \$1,025 |
| Total Operating Expenditures | \$2,025 |

The RFA budget for FY 2022-23 was \$2,025. Total expenses for the RFA in FY 2022-23 were \$646 or 32% of budget.

Recommendation:

That the RFA Board adopt the proposed FY 2023-24 budget for the RFA totaling \$2,025.

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