

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

**BOARD OF DIRECTORS MEETING**

**THURSDAY, JANUARY 16, 2025**

**6:30 pm**

**Burlingame Community Center – Sequoia Room**

**[850 Burlingame Ave., Burlingame](#)**

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***The RFA meeting will convene immediately following Item #2 of the BAWSCA Board agenda, Election of Officers for Calendar Year 2025, and no earlier than 6:30 P.M.***

**AGENDA**

<b><u>Agenda Item</u></b>		<b><u>Page #</u></b>
<b>1. Call To Order/Roll Call</b>	<b>(Chambers)</b>	
<b>2. Special Order of Business -- Election of Officers for Calendar Year 2025 (Attachment)</b>	<b>(Chambers)</b>	<i>Pg 3</i>
<b>a. Election of Chair</b>		
<b>b. Election of Vice Chair</b>		
<i>(The term of the new Chair and Vice Chair commence at the end of the meeting at which they are elected)</i>		
<b>3. Consent Calendar</b>	<b>(Chambers)</b>	
a. Approve minutes from meeting of January 18, 2024 (Attachment)		<i>Pg 5</i>
b. Adopt FY 2024-25 Budget (Attachment)		<i>Pg 9</i>
<b>4. Comments by Chair</b>	<b>(Chambers)</b>	
<b>5. Public Comments</b>	<b>(Chambers)</b>	
<b>6. General Manager's Report</b>	<b>(Smegal)</b>	
a. FY 2024-25 Statement of Economic Interest Form 700		
<b>7. Directors' Comments</b>	<b>(Chambers)</b>	
<b>8. Adjourn to next meeting scheduled for January 15, 2026</b>	<b>(Chambers)</b>	

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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 2025**

**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 18, 2024 – 6:30 p.m.**

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

<b>MINUTES</b>
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**1. Call to Order/Roll Call – 6:37 p.m.**

RFA Chair Gustav Larsson called the meeting to order. CEO/General Manager Nicole Sandkulla called the roll. Nineteen (19) members of the board were present at roll call, constituting a quorum. A list of directors present (19), vacant (2), and absent (6) is attached.

- 2. Special Order of Business – Election of Officers for Calendar Year 2024:** Vice Chair Chambers called for nominations for the position of Chair of the RFA Board. Director Pierce nominated Tom Chambers 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 Tom Chambers as Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2024 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 Louis Vella for Vice-Chair, seconded by Director Schneider. There being no other nominations, nominations were closed by consensus.

There were no public comments.

**The Board unanimously voted to elect Louis Vella as Vice-Chair of the San Francisco Bay Area Regional Water System Financing Authority for calendar year 2024 to commence at the adjournment of the meeting at which he was elected.**

**3. Consent Calendar:**

**Director Hamilton made a motion, seconded by Director Chambers to approve the minutes of January 19, 2023, and to adopt the FY 2023-24 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 2023-24 are due by April 2, 2024. 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 6:43pm.
9. **Date, Time and Location of Next Meeting:** The next meeting is scheduled for January 16, 2025 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. 18, 2024	Jan. 19, 2023	Jan. 20, 2022	Jan. 21, 2021	Jan. 16, 2020
Andrews, Angela	Hayward	✓	✓	✓*	✓*	✓*
Breault, Randy	Brisbane	✓	✓*	✓*	✓*	✓*
Breault, Randy	Guadalupe	✓	✓	✓		
Chambers, Tom	Westborough	✓	✓	✓	✓	✓
Cohen, David	San Jose	✓	vacant	*	*	*
Doerr, Maria	Menlo Park	✓	vacant	✓	✓*	✓*
Hamilton, Tom	San Bruno	✓	✓	✓	vacant	vacant
Hardy, Karen	Santa Clara	✓	✓	✓	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	✓	✓	✓	✓	✓
Ragsdale, Leslie	Hillsborough	✓	✓*	✓*	✓*	✓*
Schneider, Ann	Millbrae	✓	✓	✓*	✓*	✓*
Stone, Greer	Palo Alto		✓*	✓*	✓*	✓*
Vella, Lou	Mid-Peninsula	✓	✓	✓	✓	✓
Weed, John	ACWD	✓	✓	✓	✓	✓
Vacant	Cal Water	vacant	vacant	vacant	✓*	
Vacant	Stanford	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 2024-25 Budget for the San Francisco Bay Area Regional Water System Financing Authority**

**Summary:**

The BAWSCA Board of Directors adopted its FY 2024-25 budget on May 16, 2024. 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 2024-25 budget in May 2024, which included the RFA budget allowance, January 16, 2025 is the only RFA meeting in FY 2024-25 and therefore, the RFA budget adoption action is scheduled accordingly.

As of November 30, 2024, the RFA expenses for FY 2024-25 are \$0, or 0% of the RFA budget allowance adopted by the BAWSCA Board in May 2024. No change to the RFA budget allowance is proposed as part of this recommended action.

**Fiscal Impact:**

The adopted FY 2024-25 BAWSCA budget of \$5,614,518 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**

<b>Cost Category</b>	<b>FY 2024-25 Budget</b>
<b>Legal</b>	<b>\$1,000</b>
<b>Administration Board member compensation, Insurance, postage, other expenses</b>	<b>\$1,025</b>
<b>Total Operating Expenditures</b>	<b>\$2,025</b>

The RFA budget for FY 2023-24 was \$2,205. Total expenses for the RFA in FY 2023-24 were \$369 or 18% of budget.

**Recommendation:**

**That the RFA Board adopt the proposed FY 2024-25 budget for the RFA totaling \$2,205.**