



**NOTICE OF  
SPECIAL MEETING  
of the  
BOARD OF DIRECTORS**

on **May 16, 2024 at 6:30PM** in the  
**Sequoia Room of the Burlingame Community Center**  
**850 Burlingame Ave., Burlingame, CA 94010**

Two Members of the Board will participate by Teleconference.

Locales shall be:

- **12600 Viscaino Court, Los Altos, CA 94002;**
- **384 Winchester, Daly City, 94015**

If you have any questions, please call the  
BAWSCA office at (650) 349-3000.

See next page for Agenda



**SPECIAL MEETING  
BOARD OF DIRECTORS MEETING**

**Thursday, May 16, 2024  
6:30 P.M.**

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

**[CLICK HERE TO VIEW LIVESTREAM](#)**

*(Two Members of the Board will participate in this meeting by Teleconference. Locales shall be:*

- 12600 Viscaino Court, Los Altos, CA 94002;*
- 384 Winchester, Daly City, CA 94015*

*When any member of the board participates by teleconference, all votes taken at this meeting will be by roll call vote.)*

**AGENDA**

<b><u>Agenda Item</u></b>	<b><u>Presenter</u></b>	<b><u>Page</u></b>
<b>1. Call to Order/Roll Call/Salute to Flag</b>	<b>(Chambers)</b>	
<b>2. Comments by the Chair</b>	<b>(Chambers)</b>	
<b>3. Board Policy Committee Report (Attachment)</b>	<b>(Hardy)</b>	<i>Pg 5</i>
<b>4. Consent Calendar (Attachments)</b>	<b>(Chambers)</b>	
A. Approve Minutes of the March 21, 2024 Meeting		<i>Pg 21</i>
B. Receive and File Budget Status Report – As of March 31, 2024		<i>Pg 27</i>
C. Receive and File Bond Surcharge Collection Reports – As of March 31, 2024		<i>Pg 29</i>
D. Receive and File Investment Report – As of March 31, 2024		<i>Pg 31</i>
E. Receive and File Directors' Reimbursement Report – As of March 31, 2024		<i>Pg 33</i>
F. Receive and File Employee Reimbursement Report – As of March 31, 2024		<i>Pg 35</i>
G. Authorize Consultant Contract with Hazen and Sawyer to Develop a Regional Water Demand and Conservation Projections Study		<i>Pg 37</i>
H. Second Amendment to Hanson Bridgett Professional Services Contract		<i>Pg 45</i>
<i>The Committee voted unanimously to recommend Board approval of the recommended action for Agenda Items #5G and 5H.</i>		
<b>5. SFPUC Report</b>	<b>(Ritchie)</b>	
<b>6. Public Comments</b>	<b>(Chambers)</b>	
<i>Members of the public may address the Board on any issues not listed on the agenda that are within the purview of the Agency. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes.</i>		
<b>7. Action Calendar</b>		
A. Proposed Fiscal Year 2024-25 Work Plan, Results to be Achieved, and Operating Budget (Attachment)	<b>(Sandkulla)</b>	<i>Pg 49</i>

That the Board approve the:

1. Proposed Fiscal Year 2024-25 Work Plan and Results to be Achieved;
2. Proposed Operating Budget of \$5,614,518; and
3. Proposed funding plan Option 2 with a 9% assessment increase and a transfer of \$340,120 from the General Reserve.

*The Committee voted unanimously to recommend Board approval of the recommended actions.*

- B. Approval of Professional Services Contracts for FY 2024-25 (*Attachments*) **(Sandkulla)** Pg 83  
Consultant Contracts for Technical and Administrative Services
1. Chavan & Associates (Auditor) Pg 87
  2. E Source (Water Loss Management Program) Pg 93
  3. Hanson Bridgett (Legal Counsel) Pg 105
  4. Hazen & Sawyer (Engineering/Water Mgmt.) Pg 111
  5. IG Services (Auditing/Accounting Services) Pg 117
  6. KNN Public Finance (Financial Advisor) Pg 119
  7. Maddaus Water Management (Water Use Efficiency Legislation) Pg 121
  8. Orrick, LLP (Bond Documents, Legal Services) Pg 131
  9. Richard Sykes (WSIP, 10-year CIP) Pg 133
  10. Stetson Engineering (Water Analyses, WSA) Pg 137
  11. Woodard & Curran (Water Mgmt./Tier 2 Plan) Pg 141
- Consultant Contracts for Conservation Programs
12. AM Conservation Group (School Education Program) Pg 147
  13. EarthCapades (School Assembly Program) Pg 167
  14. Global Sun Landscape (Lawn Be Gone Inspection Services) Pg 173
  15. M&M Backflow and Meter Maintenance (Customer Meter Testing) Pg 177
  16. Regional Water Authority (Rachio Smart Controller Program) Pg 181
  17. VertexOne (Home Water Use Reports Program) Pg 187
  18. Waterfluence, LLC (Large Landscape Conservation Services) Pg 205
- As these items are considered annually and do not represent new policy action for board consideration, and therefore, were not presented to the Committee.*

## 8. Reports and Discussions

- A. Negotiations of a New Tier 2 Plan **(McPherson)** Pg 211
- B. BAWSCA's Strategy 2050 **(Ashoori)** Pg 213

## 9. CEO Reports

- (Sandkulla)**
- A. Water Supply and Use Update
  - B. FERC/Bay Delta Plan Update
  - C. CEO/General Manager's Letter (*Attachment*) Pg 223
  - D. Board Policy Calendar (*Attachment*) Pg 281
  - E. Correspondence Packet ([Under Separate Cover](#))

**10. Closed Session**

**(Schutte)**

- A. **Conference with Legal Counsel – Existing Litigation pursuant to** Paragraph (1) of subdivision (d) of Government Code Section 54956.9 Federal Energy Regulatory Commission Final License Application Proceedings for Don Pedro Hydroelectric Project, P-2299-082, and La Grange Hydroelectric Project, P-14581-002.
- B. **Conference with Legal Counsel – Existing Litigation pursuant to** Paragraph (1) of subdivision (d) of Government Code Section 54956.9 State Water Board Cases (Sacramento County Superior Court Case No. 5013).
- C. **Public Employment**  
Title: CEO/General Manager  
Closed Session Pursuant to Government Code Section 54957

**11. Report after Closed Session**

**(Schutte)**

**12. Agreement with Executive Recruitment Firm (Attachment)**

**(Chambers/Schutte) Pg 283**

- A. Authorize the CEO to Negotiate and Execute a Professional Services Agreement with an Executive Recruitment Firm for an amount not to exceed \$57,000.

**13. Directors' Discussion: Comments, Questions and Agenda Requests**

**(Chambers)**

**14. Date, Time and Location of Future Meetings  
(See attached schedule of meetings)**

**(Chambers) Pg 285**

**15. Adjourn to next meeting on scheduled for July 18, 2024 at 6:30 pm**

**NOTE: Different Location: Wind Room of Foster City Community Building  
1000 E. Hillsdale Blvd. Foster City**

***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](mailto:bawasca@bawasca.org) or submitted by phone at 650-349-3000. Requests will be granted whenever possible and resolved in favor of accessibility.*