

**DSRSD•EBMUD Recycled Water Authority
(DERWA)
Board of Directors**

NOTICE OF SPECIAL MEETING

TIME: 6:30 p.m.
PLACE: Dublin San Ramon Services District Boardroom
7051 Dublin Boulevard
Dublin, California 94568

DATE: Monday, February 23, 2004

AGENDA

The mission of the DSRSD•EBMUD Recycled Water Authority is to maximize the amount of recycled water delivered while recovering its costs; in doing so it will provide a reliable and consistent supply of recycled water to DSRSD and EBMUD for service to each of the agencies' customers.

(Next Resolution No. 04-1)

Business:

**Recommended
Action**

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL - Members: Coleman, Hansen, Mellon and Scannell
Alternates: McIntosh and Rose
4. BOARD REORGANIZATION
 - A. Selection of Board Chair Approve
by Motion
 - B. Selection of Board Vice Chair Approve
by Motion
 - C. Selection of Secretary Appoint
by Motion
 - D. Proclamations for Service for John A. Coleman as 2003
DERWA Chair and Katy Foulkes as DERWA Alternate Approve
by
Motion
5. CLOSED SESSION
 - A. Conference with Real Property Negotiator – Pursuant to Government
Code Section 54956.8
Property: Property from Sunset Development Company for
Pump Station 2A, City of San Ramon
Authority Negotiator: Robert A. Baker, Authority Manager
Negotiating parties: Sunset Development Company
Under Negotiation: Price and Terms

Board Business (continued):

**Recommended
Action**

- B. Public Employee Performance Evaluation—Government Code
Section 54957
Pay for Performance
Title: Authority Manager
6. REPORT FROM CLOSED SESSION
7. SPECIAL ANNOUNCEMENTS/ACTIVITIES
8. PUBLIC COMMENT (Meeting Open to Public)
At this time, those in the audience may address the Board on any item not already included in the agenda. Comments should not exceed five minutes. If this is not considered sufficient time to address the issue, please arrange with the Secretary to have that item placed on the agenda for a future Board meeting.
9. APPROVE MINUTES
Special Meeting of December 15, 2003
10. CONSENT CALENDAR
Matters listed under this item are considered routine and will be enacted by one action in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.
- A. Treasurer's Report – December 31, 2003
- B. Treasurer's Report – January 31, 2004
- C. Quarterly Investment Report – December 31, 2003
- D. DERWA Investment Policy
11. BOARD BUSINESS
- A. Appointment of Treasurer
- B. Task Orders 7 and 8 with Jones and Stokes for Construction Interface Program
- C. Authority Manager Pay for Performance Plan for Calendar Year 2004

Board Business (continued):

- | | | <u>Recommended
Action</u> |
|-----|---|--------------------------------------|
| D. | Audit of Financial Statements for the Years Ended June 30, 2003 and 2002 | Approve by Motion |
| E. | Dedicating a Source of Revenue for the Repayment of the Water Recycling Construction Program (WRCP) Loan In Accordance with the State Water Resources Control Board's Requirements | Approve by Resolution |
| F. | Establishment of a Capital Reserve Account for Operation and Maintenance in Accordance with the State Water Resources Control Board's Requirements | Approve by Resolution |
| G. | Amendment to Accounting and Control Procedures | Approve by Resolution |
| H. | Authorize Investment of DERWA Fund Monies in a Local Agency Investment Fund (LAIF) Account | Approve by Resolution |
| 12. | <u>MONTHLY WORKSHOP</u> | |
| A. | Commercial Paper Program Update | Receive Presentation |
| B. | Available Grants and Loans for Water Recycling Projects Update | Receive Presentation |
| 13. | <u>MANAGER'S REPORT</u> | |
| | <ul style="list-style-type: none"> • DERWA Project Status (Attachments) • Contracts Initiated Since the Last Board Meeting (Attachment) • DERWA Office Move • County Grading Permit (Attachment) • Confirm Next Meeting Date | |
| 14. | <u>BOARDMEMBER ITEMS</u> | |
| A. | Director Mellon's Report on Meetings with New San Ramon City Councilmembers | |
| 15. | <u>ADJOURNMENT</u> | |

Information about and copies of supporting materials on agenda items are available for public review at 7051 Dublin Boulevard, Dublin, at the Reception Desk, or by calling the Authority Secretary at (925) 828-0515. A fee may be charged for copies. During the meeting, information and supporting materials are available by the doorway into the Boardroom. Authority facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the Authority Secretary as soon as possible, but at least two days prior to the meeting.