

Administrative Committee
October 10, 2013
Meeting Summary

Directors Present: J. Greci, S. Palmer, D. Quigley
Staff Present: J. Duerig, C. Mahoney, T. Hughes

Director Palmer called the meeting to order at 3:30 p.m., with Directors Greci and Quigley present.

1. Public Comment on Items Not on Agenda

There were no public comments.

2. Guiding Principles for Board Members

On August 19, 2013, the Board had its annual retreat. One of the topics that was discussed was a summary set of Guiding Principles that would highlight key portions of “Zone 7 Water Agency’s Board Policy on Conducting Business” and the “Gentleperson’s Agreement.” The result of that retreat discussion was presented at the September 18, 2013 Board Meeting. President Stevens proposed some additional bullet items taken generally from the Policy on Conducting Business:

- Acts with decorum at and outside board meetings so as to reflect well on Zone 7.
- Cannot represent or commit Zone 7 without action by the full board.
- Contacts the General Manager or the Clerk of the Board with requests rather than going directly to staff.

Several of the board members felt these should be discussed further before including them as Guiding Principles. The board then adopted Guiding Principles consistent with those originally discussed at the retreat. Subsequent to that discussion, President Stevens referred the matter to the Administrative Committee for further discussion and consideration.

The committee discussed the three additional bullets proposed by President Stevens. In particular, committee members felt strongly that a single board member cannot speak for or on behalf of Zone 7 without action by the full board designating them to do so. When speaking in or writing for public forums, the committee felt it is critical to differentiate personal opinion from Zone 7’s adopted positions. While directors being out in the public generally enhances Zone 7’s transparency and visibility, speaking as a member of the public provides more freedom to offer individual opinions.

The committee also discussed the need to go through the General Manager to assure appropriate use of staff resources.

By unanimous vote, the committee directed staff to present the modified additional bullets to the full board for consideration at the October 2013 Board meeting, with the committee’s recommendation for approval.

3. Update on Independence – negotiations with Contra Costa County

Staff described the October 3, 2013 meeting of the Contra Costa Board of Supervisors' Transportation, Water & Infrastructure (TWI) Committee. Generally, Contra Costa's TWI Committee (made up of Supervisors Candace Andersen and Mary Piepho) was supportive of the Principles of Understanding developed to guide staff in the review of legislative language for Zone 7's future separation legislation. Supervisor Andersen emphasized her support for actions, which would allow residents of Dougherty Valley to vote for the Zone 7 board. TWI directed staff to prepare a consent item for the Board of Supervisors to consider the Principles at a future meeting and to notify Alameda County of the proposed action.

There was a brief discussion of the various points of the agreement. Staff provided further clarification on several points.

By unanimous vote, the committee directed staff to bring the Principles of Understanding to the full Board for consideration, with the committee's recommendation for approval.

4. Verbal Comments

There were no verbal comments.

5. Adjournment

The meeting was adjourned at 3:55 p.m.