



SAN FRANCISCO BAY
RESTORATION AUTHORITY

MEMORANDUM

DATE: August 28, 2019

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Sam Schuchat, Executive Officer; Karen McDowell, Project Manager

SUBJECT: Call for Applications and Formation of Ad Hoc Committee to Recommend Appointments to the Independent Citizens Oversight Committee

Background

The San Francisco Bay Clean Water, Pollution Prevention and Habitat Restoration Measure (“Measure AA”) requires the San Francisco Bay Restoration Authority (“Authority”) to establish a six-member Independent Citizens Oversight Committee (“Oversight Committee”) to provide an independent annual review of the Authority’s audits, expenditures and financial reports and the Authority’s conformance with Measure AA.

The Authority appointed six individuals to serve on the Oversight Committee on September 21, 2018. Two members were appointed to one-year terms, two were appointed to two-year terms, and two were appointed to three-year terms. In the future, all Oversight Committee members will serve three-year terms, but shorter appointments were initially made so that term expirations would be staggered, and two positions would need to be filled each year.

The terms of two Oversight Committee members are set to expire September 21, 2019. Staff recommends the Governing Board wait until its December 6th board meeting to appoint new members for terms beginning January 1st. Delaying the start of newly appointed members’ terms to January 1st is preferable so that terms run a calendar year, which is more standard. Waiting until January 1st to start new terms will result in the Oversight Committee being two members short from September 21st to January 1st. However, the Oversight Committee is not expected to meet during that time as the main work of the Oversight Committee takes place in the spring of each year after the release of the Authority’s Annual Report and Financial Statements. The Oversight Committee finalized its first report on the Authority’s Conformance with Measure AA on May 30, 2019.

The terms for the West Bay and the At-Large positions, currently occupied by Nancy Cave (San Francisco County) and Paul Jones (San Mateo County), are expiring. Members can serve up to two terms, so both current members are eligible to apply again. The At-Large position can be filled by an individual representing a county that is not already represented on the Oversight Committee. Therefore, applicants from San Francisco, San Mateo, Marin, Solano, and Napa Counties will be eligible to apply for the openings on the Oversight Committee this cycle. Staff will release the call for applications in early September and provide a 30-day application period, so that the appointments can be made at the December 6th Governing Board meeting.

Recommendation

Staff recommends that the Authority direct staff to release the call for applications for the Oversight Committee in early September and form an ad hoc committee. The ad hoc committee would consider whether the Authority should modify all member terms to align with the calendar year and work with staff to review applications and develop appointment recommendations to present to the Governing Board at its December 6, 2019 meeting.