

April 28, 2017

NOTICE OF MEETING – REQUEST FOR RSVPS

Members of the Capital Improvement Program (CIP) Committee

Director Nai Hsueh, *Chairperson*
Director Tony Estremera, *Vice Chairperson*
Director Linda LeZotte, *Committee Member*

And Supporting Staff Members

Norma Camacho, Interim Chief Executive Officer
Leslie Orta, Senior Assistant District Counsel
Melanie Richardson, Interim Chief Operating Officer - Watersheds
Jim Fiedler, Chief Operating Officer – Water Utility
Susan Stanton, Chief Operating Officer – Administrative Services
Darin Taylor, Chief Financial Officer
Katherine Oven, Deputy Operating Officer
Vince Gin, Deputy Operating Officer
Ngoc Nguyen, Interim Deputy Operating Officer
Sudhanshu Tikekar, Deputy Administrative Officer
Rick Callender, Deputy Administrative Officer
Christopher Hakes, Assistant Officer
Nicole Berrocal, Budget Manager
David Cahen, Risk Manager
Beth Redmond, Technical Support Unit Manager

A meeting of the Santa Clara Valley Water District CIP Committee will take place at **9:30 a.m. on Monday May 8, 2017**, at the Santa Clara Valley Water District Headquarters Building Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Enclosed for your convenience is a copy of the agenda and corresponding materials.

Additional materials for this meeting may be distributed and made available to the public at, or prior to, the meeting in compliance with the Brown Act.

Please RSVP at your earliest convenience by calling 408-630-2557 or by email to mmeredith@valleywater.org.

Thank you!

Michelle Meredith

Michelle Meredith
Deputy Clerk of the Board
Santa Clara Valley Water District
Office of Clerk of the Board

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CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE

District 5 Director N. Hsueh, Chairperson
District 6 Director T. Estremera, Vice Chairperson
District 4 Director L. LeZotte, Committee Member



**AGENDA
CIP COMMITTEE
Santa Clara Valley Water District Headquarters Building
Conference Room A-124
5700 Almaden Expressway
San Jose, CA 95118**

**MONDAY May 8, 2017
9:30 PM**

Time Certain:

9:30 p.m.

- 1. Call to Order/Roll Call**
- 2. Time Open for Public Comment on Any Item Not on the Agenda**
Comments should be limited to two minutes. If the Committee wishes to discuss a subject raised by the speaker, it can request placement on a future agenda.
- 3. Approval of Minutes**
Recommendation: Approve the minutes of April 10, 2017
- 4. Action Items:**
 - 4.1** Review and Discuss Projects and Funding in the Watershed Capital Program (Fund 12 & Fund 26) for the Fiscal Year 2018-22 CIP (Continued from February 27, 2017). (N. Nguyen)

Recommendation:

 - A. Review and discuss the long-term financial health of Funds 12 and 26;
 - B. Identify priorities and discuss process for moving funding between priorities if needed; and
 - C. Formulate recommendation(s) to the Board.
 - 4.2** Receive information on Owner Controlled Insurance Programs. (D. Cahen)

Recommendation:

 - A. Provide direction to staff; and
 - B. Formulate recommendation(s) to the Board.
- 5. Review and Discuss 2017 Committee Work Plan**
- 6. Discussion of Next Committee Meeting Agenda and Schedule**
- 7. Adjourn.**

REASONABLE EFFORTS TO ACCOMMODATE PERSONS WITH DISABILITIES WISHING TO ATTEND COMMITTEE MEETINGS WILL BE MADE. PLEASE ADVISE THE CLERK OF THE BOARD OFFICE OF ANY SPECIAL NEEDS BY CALLING (408) 630-2277.

Meetings of this committee will be conducted in compliance with all Brown Act requirements. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the same time that the public records are distributed or made available to the legislative body, at the following location:

Santa Clara Valley Water District, Office of the Clerk of the Board
5700 Almaden Expressway, San Jose, CA 95118

CIP Ad Hoc Committee Purpose: The CIP Committee is established to provide a venue for more detailed discussions regarding capital project validation, including recommendations on prioritizing, deleting, and/or adding projects to the CIP, as well as monitoring implementation progress of key projects in the CIP.

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CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE MEETING

MINUTES

**MONDAY April 10, 2017
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

A regularly scheduled meeting of the Capital Improvement Program (CIP) Committee was held at 10:00 a.m. on April 10, 2017, in the Santa Clara Valley Water District Headquarters Building Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

1. CALL TO ORDER/ROLL CALL

Committee members in attendance were District 4 Director Linda LeZotte, District 6 Director Tony Estremera, and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Also in attendance were District staff members Vincent Gin, Lin Moore, Ngoc Nguyen, Leslie Orta, Katherine Oven, Beth Redmond, Afshin Rouhani, Susan Stanton, Darin Taylor, Sudhanshu Tikekar, and Liang Xu, and Mr. Mark Klemencic, Consultant, Regional Government Services.

- 2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA**, including: Handout 2-A, Memo Dated 03/29/17, Responding to Board Member Request No. R-17-0004, *Staff is to Look at How District Flood Protection Projects Performed During Recent Storms to Protect Properties, and Investigate What Impact the Storms Had on the Community for Projects Not Completed*; and Handout 2-B, Letter Dated 04/05/17, from Richard McMurtry, Regarding Request for Policy Action in Light of Document of Closure of 1996 Water Rights Complaint.

Chairperson Hsueh declared time open for public comment on any item not on the agenda.

Mr. Richard McMurtry, Santa Clara County Creeks Coalition, expressed support for completing Fisheries and Aquatic Habitat Collaborative Effort Agreement projects, and reviewed the information contained in Handout 2-B.

Ms. Melanie Richardson, Interim Chief Operating Officer, Watersheds, reviewed the information contained in Handout 2-A.

The Committee noted the information, without formal action.

3. APPROVAL OF MINUTES

The Committee considered the minutes of the February 27 and March 10, 2017 Committee meetings.

It was moved by Director Estremera, seconded by Director LeZotte, and unanimously carried that the minutes be approved as presented.

4. ACTION ITEMS

4.1 STATUS OF ROCK SPRINGS FLOOD RISK REDUCTION STUDY AND COYOTE CREEK, MONTAGUE EXPRESSWAY TO HIGHWAY 280 PROJECTS.

Ms. Richardson, Mr. Afshin Rouhani, Water Policy and Planning Manager, Mr. Liang Xu, Hydrology, Hydraulics and Geomorphology Manager, and Mr. Marc Klemencic, Consultant, Regional Government Services, reviewed the information on this item, per the attached Committee Agenda Memorandum.

Mr. Doug Muirhead, Morgan Hill resident, encouraged the Committee to consider what effect responding to Coyote Creek flood issues will have on other CIP projects, and encouraged continued transparency of discussions.

Mr. McMurtry submitted the attached materials identified as Handout 4.1-A herein. Copies of the materials were distributed to the Committee and made available to the public. He encouraged the Committee to consider and respond to the questions contained in the Handout.

The Committee made the following requests of staff:

- Staff is to prepare and publish to the District's website, a response to the questions raised by Mr. McMurtry, using simple terminology that is easily understandable to the public;
- Staff is to make improvements to the District web site to make it easier for the public to find flood information, including real time data during storm events;
- Staff is to continue working with the City of San Jose to develop an Emergency Action Plan; and
- Staff is to complete the Rock Springs Study and bring to the full Board, a report on immediate, intermediate and long term flood protection measures for Coyote Creek, including investigation of conversion of upstream parks to detention basins;

It was moved by Director LeZotte, seconded by Chairperson Estremera, and unanimously carried that the Committee: 1) Recommend that the Board consider adopting a resolution setting time and place of a public hearing, as required by the Safe, Clean Water change control process; 2) Hold a public hearing to consider modifying the Coyote Creek Flood Protection Project to extend the project boundary to include the Rock Springs neighborhood, and to propose new Key Performance Indicators that align with project revisions; and 3) Authorize Chairperson Hsueh and Ms. Richardson to provide an oral report to the full Board of Directors on outcomes of the Committee's discussion today.

4.2 CAPITAL PROJECT CONSULTANT AGREEMENTS

Ms. Katherine Oven, Deputy Operating Officer, reviewed the information on this item, per the attached Committee Agenda Memorandum.

In response to the matter referred to the Committee by the full Board of Directors (reference February 28, 2017 Board meeting), the Committee identified the following issues related to Capital Project consultant agreements and requested that staff bring back a presentation on the following consultant process steps: 1) Clarify organization decision-making regarding the use of consultants; 2) Explain the process of scope of work development and negotiation of agreements; and 3) Explain the practices in place for ongoing management and administration of consultant agreements.

The Committee continued discussion to its June 12, 2017 meeting, without formal action.

5. REVIEW AND DISCUSS 2017 COMMITTEE WORK PLAN

The Committee requested that their 2017 Work Plan be revised to include discussion on Owner Controlled Insurance Programs, during the May 8, 2017 meeting.

6. DISCUSSION OF NEXT COMMITTEE MEETING AGENDA AND SCHEDULE

Chairperson Hsueh announced that the start time for May 8, 2017 meeting would be revised to 9:30 a.m.

7. ADJOURNMENT

Chairperson Hsueh adjourned the meeting at 11:45 a.m., to the 9:30 a.m., Monday May 8, 2017, meeting, in the Santa Clara Valley Water District Headquarters Building, Conference Room A-124, 5700 Almaden Expressway, San Jose.

Lin Moore
Board Administrative Assistant

Approved:

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Committee: CIP Ad Hoc
Meeting Date: 05/08/17
Agenda Item No.: 4.1
Unclassified Manger: N. Nguyen
Email: nguyen@valleywater.org

COMMITTEE AGENDA MEMO

SUBJECT: Review and Discuss projects and funding in the Watershed Capital Program (Fund 12 & Fund 26) for the FY2018-22 Capital Improvement Program.

RECOMMENDED ACTION:

- A. Review and discuss the long-term financial projection of Funds 12 and 26;
- B. Identify priorities and discuss process for moving funding between priorities if needed; and
- C. Formulate recommendation(s) to the Board

SUMMARY:

This is a continuation of the discussion from the from the February 27, 2017 Committee meeting. The Committee requested that staff come back with a list of unfunded watershed CIP projects in both Funds 12 and Fund 26. The project list should identify projects that are in design and construction phases and in feasibility study phase. This memo includes the following information:

- 1. Projections of Watershed Stream Stewardship Fund (Fund 12) (Attachment 1)
- 2. Projections of Safe Clean Water Fund (Fund 26) (Attachment 2)
- 3. Funding Status for Safe Clean Water Program's Flood Protection Projects (Attachment 3)
- 4. Unfunded Capital Projects in Funds 12 and 26 (Attachment 4)

The long-term outlook for Fund 12 is sustainable. The District can continue to deliver services at the current level and fund the existing CIP. However, there is no available funding for new projects or initiatives in FY 2019 and FY 2020. Current projections indicate that FY 21 or FY 22 is the earliest that new projects can be supported by Fund 12.

The District is in the fourth year of the Safe Clean Water Program (SCW) and is making good progress delivering the major capital projects in the SCW. Two flood detention features of Permanente Creek are under construction and bids were opened for the channel improvements on April 26. San Francisquito Bay to 101 is under construction. Reaches 6 and 12 of Guadalupe are complete. However, the costs have exceeded the project SCW funds, and adjustments are required to keep the fund solvent. Projections of Fund 26 indicate that it will have a deficit of approximately \$20M in FY 28 if adjustments to project expenditures are not made.

The financial projections for SCW fund 26 include \$41M to implement SCW stewardship projects that have not been fully defined.

ATTACHMENT(S):

Attachment 1: Projections of Watershed Stream Stewardship Fund (Fund 12)

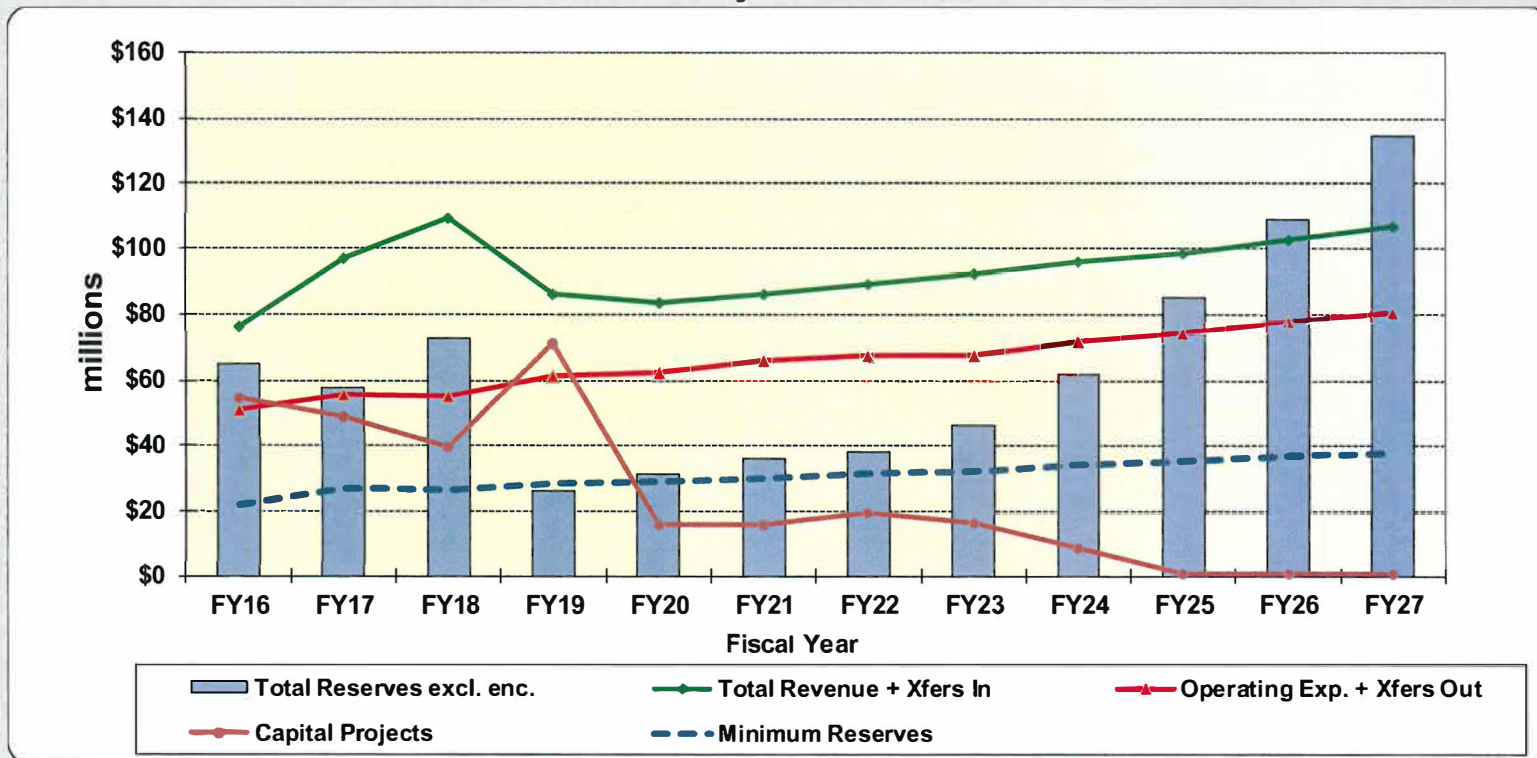
Attachment 2: Projections of Safe Clean Water Fund (Fund 26)

Attachment 3: Funding Status for Safe Clean Water Program's Flood Protection Projects

Attachment 4: Unfunded Capital Projects in Funds 12 and 26

Financial Sustainability - continued

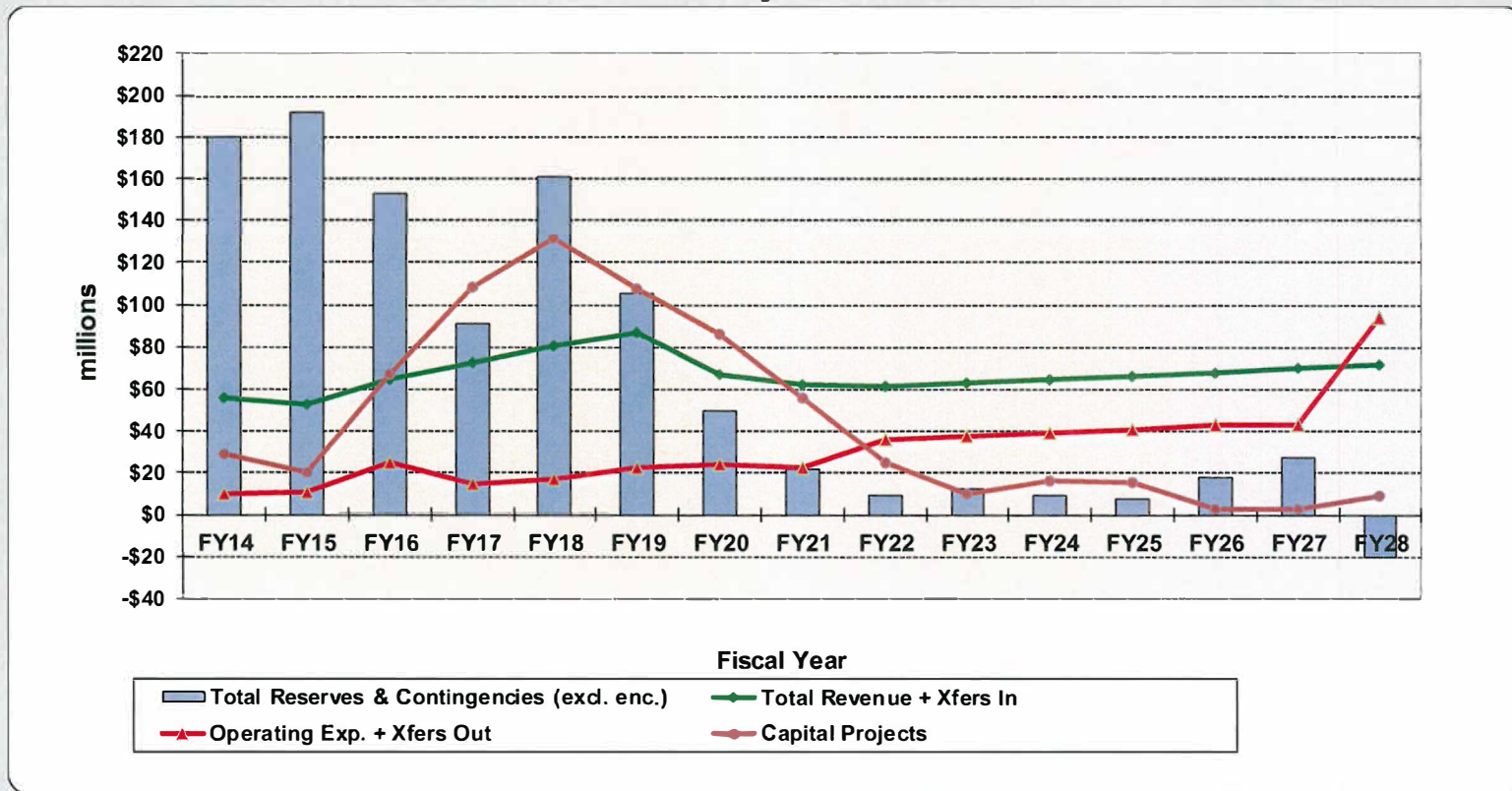
Watershed Stream Stewardship Fund Projections



Item 4.1
ATTACHMENT 1

Financial Sustainability - continued

Safe, Clean Water Fund Projections



Funding Status - Safe Clean Water Capital Projects (\$ Millions)							
Project	Status	Planned Fund 26 2016 CIP	Planned Fund 26 2018 CIP	State Subventions	Grants/ other	USACE	Anticipated Shortfall Identified 2018
Permanente	-Detention basins at Rancho San Antonio & McKelvey under construction. -Bids were opened for the channel work on April 26.	\$ 49.1	\$ 75.1				
San Francisquito Creek, SF Bay to Searsville Dam & SF Bay to Middlefield Road	- Bay to Searsville Dam portion in Design phase. - USACE preparing draft feasibility report. - Draft EIR scheduled for release in Fall of 2017 and Final EIR in the Spring of 2018. - Bay to 101 portion of Project in construction phase. - Flood Wall construction to begin in May 2017. - Levee Construction to begin in FY18. - Scheduled completion of construction is December 2018.	\$ 45.4	\$ 53.2		\$ 12.5		\$ 7.0
Sunnyvale East & West Channels	- Design 90% - Permits application to be submitted soon.	\$ 68.5	\$ 68.5				\$ 2.5
Guadalupe Rv-Upper, Southern Pacific Railroad to Blossom Hill Road (R6 & R7-12)	- Reach 6 and Reach 12 are complete. - Real Estate Acquisitions from City of San Jose, Caltrans, and Elks Lodge are ongoing.	\$ 143.8	\$ 146.6	\$ 21.6	\$ 3.8	\$ 188.0	
Berryessa Creek, Calaveras Blvd to I-680	- Completion of channel work scheduled for December 2017.	\$ 17.8	\$ 24.6	\$ 25.6	\$ 10.0	\$ 13.6	
Coyote Creek, Montague Expy to I-280	- In Planning phase for a less than 100yr flood project. (Planning for a 100yr flood project is prohibitively expensive -\$10.8 spent)	\$ 36.0	\$ 36.6				
Upper Penitencia Creek, Coyote /Creek to Dorel Dr	- In Planning phase working on the Problem Definition Report and outreach efforts.	\$ 53.2	\$ 49.3				
Llagas Creek-Upper, Buena vista Ave to Llagas Rd (Reach 14 Unfunded)	- Remainder of Permits to be acquired this year. - Begin Construction (Reach 4, 7A, and Lake Silveira) FY-18	\$ 98.4	\$ 108.8	\$ 36.7	\$ 3.3		\$ 16.0
Total							\$ 25.5

**Validated Unfunded Capital Projects
(Fund 12, 26)**

Row	Fund	Priority #	Project Type	Project Name	Estimated CIP Cost (\$M)	Date Validation Signed	Comments
1	12	68	FP - Coyote	Berryessa Ck, Lower Penitencia Ck to Calaveras Blvd. -Phase 3 Construction (Upper Calera and Tularcitos Creeks) Construction (Design and Permits funded)	50	exempted	Although Phase 1 and 2 of the Berryessa Creek Project (401740054 & 40174005) will provide the new Berryessa BART station with protection from the 100-year flood event, only 297 of the approximately 1823 parcels in the Berryessa floodplain will be removed from the floodplain without construction of Phase 3. The total Phase 3 project cost is estimated at \$56M and the planned start date is FY18.
2	12	74	FP - Multi	SF Bay Shoreline EIA 11 Construction	35	additional documentation required	Construction is not yet validated (only Plng & Des)
3	12	63	FP - Multi	Erosion Repair Project	91	9/22/2015	Up to \$170M, plan to fit available funding. Project partially funded starting in FY-17. \$79M funded or complete 11/16
4	26	77	FP - Lwr Peninsula	Permanente Creek, Hale Creek Construction	17	2/14/2007	
5	26	85	WRS - Stewardship	Lk Almaden/Guad Riv/Alamitos Ck Restoration - Construction	18	9/5/2012	Eligible for SCW construction funding
6	12	50	WRS - Env Enhance	Permanente Creek Riparian Channel Restoration	6	2/14/2007	

Subtotal all Validated but Unfunded Projects in FY18 (\$M) 216



Committee: CIP
Meeting Date: 05/08/17
Agenda Item No.: 4.2
Unclassified Manger: D. Cahen
Email: dcahen@valleywater.org

COMMITTEE AGENDA MEMO

SUBJECT: Receive information on Owner Controlled Insurance Programs.

RECOMMENDED ACTION:

- A. Provide direction to staff;
- B. Formulate recommendation(s) to the Board.

SUMMARY:

Staff will make a presentation concerning Owner Controlled Insurance Programs (OCIP) to identify issues and receive direction from the Committee.

An OCIP is an insurance program used on large construction projects whereby the District would purchase an over-all insurance program for all contractors and subcontractors. This can lead to reduced costs, less barriers for small business participation, lower claims and less frictional costs. Staff has been working with a consultant to conduct a feasibility study as to whether an OCIP would be appropriate for Silicon Valley Advanced Water Purification Center Expansion Project and the Purified Water Pipeline Project. This presentation is to introduce the committee to the concept of OCIPs, their benefits and drawbacks, to discuss the consultant's findings and to receive direction going forward.

BACKGROUND:

At the April 10 Board Committee meeting it was determined that staff would bring a discussion of OCIPs to the Committee on May 8, 2017.

ATTACHMENT(S):

none

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2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

The CIP Committee was enacted by the Board on January 24, 2012. Its purpose was initially defined by the Committee on April 17, 2012 and revised on March 10, 2017. On March 28, 2017 the Board of Directors approved the Committee's revised purpose as follows: *The CIP Committee is established to provide a venue for more detailed discussions regarding capital project validation, including recommendations on prioritizing, deleting, and/or adding projects to the CIP, as well as monitoring implementation progress of key projects in the CIP.*

The CIP Ad Hoc Committee defined its priorities in fulfilling its purpose during its March 11, 2016 meeting, as follows:

Priority	Subject	Details	Desired Outcome
1	Prioritization	<ul style="list-style-type: none"> Priority criteria process Representation of under-represented areas 	Hold a daytime, single-focus, Board work study session on CIP prioritization and funding combined.
2	Funding	<ul style="list-style-type: none"> Funding unfunded, high priority projects Holding encumbered, approved project funds in reserves and how this is communicated to the Board and public 	
3	Permitting	<ul style="list-style-type: none"> Changing the strategy for managing permitting issues Changing the "Kill the Goose" regulatory agency strategy Informing the public of regulatory impacts on ability to perform projects 	Hold permitting strategy discussion with the Board, including engagement of Board members in regulatory issues.
4	Resources	<ul style="list-style-type: none"> Analysis of staff vs. consultant work Identifying where in the staffing plan it becomes more efficient to hire and develop employees vs. executing contracts with external consultants 	Conduct staff vs. consultant resource cost and benefit analysis reviews with the CIP Ad Hoc Committee, prior to recommending the Board approve large dollar value consultant agreements to the Board.

The Board of Directors further identified the following Issues/Challenges, and desired Board Discussion Outcomes, during their October 4, 2016 Priorities and Strategic Directions Work/Study Session, and referred to the CIP Ad Hoc Committee to develop Strategies/Opportunities for the following:

Issue/Challenge	Board Discussion Outcomes
Regulatory Permits and individual agencies exceeding statutory authority limits.	Use Board members' political connection w/communities they represent and local/state/federal elected officials to resolve project issues, such as permits/funding. Leverage Board connections and leave the politics to the Board. Specific suggestions are: <ul style="list-style-type: none"> Communication of staff (including legal) to Board on status of permits, federal funding, etc.; Communication with stakeholders for their support of regulatory permits/issues; Encourage staff to have dialogue with Board members during the planning of public meetings so all interested groups can be notified; Continue to meet with local/federal delegation; and Continue to have ceremonies for completed projects (elected officials).
Projects do not have consistent criterion of sensitive design that has art form and function.	Committee should evaluate ways of addressing environmental justice and sensitive design and bring back to the Board for discussion.
Slow/No progress on fish barrier removal projects. Environmental Stewardship is a "step child," should be equal. Funding competition for Stream Stewardship funds.	Committee to discuss issue/challenge and provide recommendations to the Board.

The annual work plan establishes a framework for committee discussion and action during the annual meeting schedule. The committee work plan is a dynamic document, subject to change as external and internal issues impacting the District occur and are recommended for committee discussion. Subsequently, an annual committee accomplishments report is developed based on the work plan and presented to the District Board of Directors.



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
05/08/17 9:30 a.m.	Approval of Minutes, 04/10/17	M. Meredith	Approve minutes.	
	Watershed Capital Projects Funding (Flood & Stewardship) <i>*Continued from 2/27/17</i>	N. Nguyen	Analyze funding requirements for Capital Projects funded by stream Stewardship Fund (12) and SCW/CSC Fund (26) Identify funding issues Formulate recommendation to the Board	
	Owner Controlled Insurance Programs (OCIP)	D. Cahen	Show cost reduction	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
06/12/17 10:00 AM	Approval of Minutes, 05/08/17	M. Meredith	Approve minutes.	
	Capital Project Consultant Agreements <i>*Continued from 4/10/17</i>	K. Oven, A. Comelo	Analyze and discuss identified issues; Receive additional information as requested during 4/10/17 meeting: <ul style="list-style-type: none"> • Clarifying organization decision making regarding consultants • Explaining development of scope of work and agreement negotiation • Explaining ongoing management and administration of consultant agreements; and Formulate recommendation to the Board	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	
07/10/17 10:00 AM	Approval of Minutes, 06/12/17	M. Meredith	Approve minutes.	
	Monitor Implementation of 2018-22 CIP <i>*Expanded Committee Purpose 2/27, to be approved by the Board</i>	B. Redmond	Identify projects and issues to monitor, monitor and review: <ol style="list-style-type: none"> 1. Input solicited from the Board 2. *Winfield Warehouse project 3. *Watershed-wide regulatory planning and permitting 4. *Anderson, Almaden, Chesbro, and Guadalupe Dam Seismic retrofit projects 5. Fishery barrier removal projects 6. Coyote Creek Project 7. FY17-18 new consultant contracts 8. FY17-18 planned amendments to existing consultant contracts 9. Monitoring of maintenance of CIP project mitigation commitments <i>*From Board Budget Message and Strategic Directions</i>	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
08/14/17 10:00 AM	Approval of Minutes, 07/10/17	M. Meredith	Approve minutes.	
	Monitor Implementation of 2018-22 CIP <i>*Expanded Committee Purpose 2/27, to be approved by the Board</i> <i>*Continued from 07/10/17</i>	B. Redmond	Identify projects and issues to monitor, monitor and review: 1. Input solicited from the Board 2. *Winfield Warehouse project 3. *Watershed-wide regulatory planning and permitting 4. *Anderson, Almaden, Chesbro, and Guadalupe Dam Seismic retrofit projects 5. Fishery barrier removal projects 6. Coyote Creek Project 7. FY17-18 new consultant contracts 8. FY17-18 planned amendments to existing consultant contracts 9. Monitoring of maintenance of CIP project mitigation commitments <i>*From Board Budget Message and Strategic Directions</i>	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	
09/11/17 10:00 AM	Approval of Minutes, 08/14/17	M. Meredith	Approve minutes.	
	Water Utilities Capital Project Funding (Alternate funding mechanisms) <i>*Continued from 01/30/17</i>	C. Hakes	Study feasible alternate funding sources other than water charges	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
10/09/17 10:00 AM	Approval of Minutes, 09/11/17	M. Meredith	Approve minutes.	
	Water Utilities Capital Project Funding (Alternate funding mechanisms) <i>*Continued from 09/11/17</i>	C. Hakes	Study feasible alternate funding sources other than water charges	
	Improvements to District Website, Improving Ease of Public Accessibility to, and Comprehension of, Flood Information, including Real-Time Data During Storm Events (Responding to Committee Request of 04/10/17)	M. Grimes	Receive information on to District Website, Improving Ease of Public Accessibility to, and Comprehension of, Flood Information, including Real-Time Data During Storm Events (Responding to Committee Request of 04/10/17)	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	
11/13/17 10:00 AM	Approval of Minutes, 10/09/17	M. Meredith	Approve minutes.	
	Water Utilities Capital Project Funding (Alternate funding mechanisms) <i>*Continued from 10/09/17</i>	C. Hakes	Study feasible alternate funding sources other than water charges Formulate recommendation to the Board	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	
12/11/17 10:00 AM	Approval of Minutes, 11/13/17	M. Meredith	Approve minutes.	
	2019-23 Preliminary CIP	B. Redmond	Review staff proposed preliminary project lists.	
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	

2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17



2017 ACCOMPLISHMENTS

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
01/30/17	Election of Chair and Vice Chair	M. Meredith	Elect Committee Officers 1. Chair 2. Vice Chair	Elected as follows: Chair – N. Hsueh Vice Chair – T. Estremera
	Approval of Minutes, 12/15/16	M. Meredith	Approved minutes.	Approved
	Water Utility Capital Project Prioritization.	C. Hakes	Review and discuss Water Utility capital Program, provide direction on project refinements or modifications to be incorporated into Draft/Final FY18-22 CIP.	<ul style="list-style-type: none"> • Break down EAPW Program in FY18-22 CIP so funding for EAPW Project is separated from EAPW Expansion; • Refer to RWC for feedback on timelines for implementation of the EAPW Expansion Project • Bring EAPW Expansion discussion back to full Board; • Prepare scenario where Winfield Project is deferred to future and funding is shifted back to General Funds.
	Review Committee Work Plan	Committee	Establish Agenda Topics for Next Meeting(s)	Schedule 2/27/17 meeting, agendize Watershed Streams Stewardship Funding and staff presentation on Almaden Lake Separation Project, including issues raised by McMurtry/Poeschel.
	Next Meeting Date	Committee	Establish Next Meeting Date(s)	February 27, 2017



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
02/27/17	Approval of Minutes, 01/30/17	M. Meredith	Approved minutes.	Approved as amended.
	Watershed Stream Stewardship Funding.	N. Nguyen	Review and discuss the Watershed Capital Program; and Provide direction for project refinements or modifications to be incorporated into the Final FY 2018-22 CIP.	Staff to come back with a complete list of unfunded Watershed Capital Projects, identify those waiting for planning/feasibility study to be completed vs. those that are ready to move forward but have no identified funds, and add on old projects such as the Mid-Coyote Creek and Rock Springs; and identify projects for Governor's \$1.5 billion funding.
	Alternative Analysis for Almaden Lake/Creek Separation Project	N. Nguyen	Receive information on the Almaden Lake Improvements Project water options.	
	Response to Letter from Mr. Richard McMurtry, dated January 28, 2017, and Submitted to the Committee on January 31, 2017 as Handout 2-A.	G. Hall	Receive information from staff and discuss an approach for addressing the various requests from stakeholders for fish habitat improvement projects into the CIP.	Staff is to come back with discussion to develop a process/approach for addressing requests from stakeholders, and advise Mr. Holmes of internal process and steps involved in qualifying a project for the preliminary CIP.
	Discuss Committee Purpose	Committee	TBD	Staff is to prepare a Board item regarding new purpose and name change for Board consideration.
	Review Committee Work Plan	Committee	Establish Agenda Topics for Next Meeting(s)	Schedule 03/10/17 10am meeting for discussion of Committee Work Plan
	Next Meeting Date	Committee	Establish Next Meeting Date(s)	03/10/17 10:00 a.m.
	3/10/17	Committee Work Plan	Committee	Discuss 2017 Work Plan
Next Meeting Date		Committee	Establish Next Meeting Date(s)	Established regular monthly meeting schedule, 2 nd Mondays of Month, 10am – 12pm. Rescheduled next meeting from 4/17/17 1pm to 4/10/17 10am.



2017 WORK PLAN – CAPITAL IMPROVEMENT PLAN COMMITTEE

Updated: 4/28/17

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
04/10/17	Approval of Minutes, 02/27/17, 03/10/17	M. Meredith	Approve minutes.	Approved.
	<p>Status of Rock Springs Flood Risk Reduction Study (2012 SCW Program) and Mid-Coyote Creek from Montague Expressway to Hwy 280 (2000 CSC Program)</p> <p><i>*Assigned at 2/28 Board meeting, Board Agenda Item 6.1</i></p>	N. Nguyen/ V. Gin	<p>Receive a status on the Rock Springs Flood Risk Study and Mid Coyote Creek Projects</p> <p>Discuss Strategies</p> <p>Formulate recommendation to the Board</p> <p><i>*Staff to provide large map showing street names, Coyote Creek, identification of various neighborhoods, and project impact areas.</i></p>	<p>Staff to prepare/publish to District website, response to questions raised by Mr. McMurtry</p> <p>Staff to improve District web site to make is easier for public to find flood info, including real time storm data</p> <p>Staff is to continue working with the City of San Jose to develop an Emergency Action Plan</p> <p>Staff is to complete Rock Springs Study and bring to full Board, a report on immediate, intermediate and long term flood protection measures for Coyote Creek, including investigation of conversion of upstream parks to detention basins</p> <p>Committee recommends Board adopt resolution setting time and place of a SCW public hearing to change control process; Hold public hearing/consider modifying Coyote Creek Flood Protection Project to extend boundary to include Rock Springs and propose KPIs to align with project revisions; and authorize Chair Hsueh and M. Richardson to provide oral report to Board.</p>
	<p>Capital Project Consultant Agreements</p> <p><i>*Assigned at 2/28 Board meeting</i></p>	K. Oven, A. Comelo	Identify Board issues regarding Capital Project Consultant Agreements.	Continued to 6/12/17 and staff requested to come back with information that clarifies organization decision making regarding consultants; explains development of scope of work and agreement negotiation; and explains ongoing management and administration of consultant agreements.
	Review Committee Work Plan	Committee	Confirm Agenda Topics for Next Meeting(s)	Added discussion on Owner Controlled Insurance Programs to 5/8/17 meeting.
	Next Meeting Date	Committee	Confirm/Adjust Next Meeting Date(s)	5/8/17 start time changed to 9:30 a.m.