



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: 5-8-17