

CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

MINUTES

**MONDAY, FEBRUARY 10, 2020
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order in the Valley Water Headquarters, Board Conference Room A-124, 5700 Almaden Expressway, San Jose, California at 10:00 a.m.

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.

Staff members in attendance were S. Berning, R. Blank, J. Collins, M. Cook, N. Dominguez, T. Esch, S. Ferranti, R. Fuller, B. Ganjoo, M. Ganjoo, C. Hakes, J. Martin, H. McMahan, N. Nguyen, L. Orta, A. Rouhani,

2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA

Chairperson Hsueh declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

3. APPROVAL OF MINUTES

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the January 13, 2020 meeting. 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. Review of Project Delivery Process for Capital Projects.

Recommendation: Review and discuss Project Delivery Process for Capital Projects and provide direction to staff as necessary.

Ms. Jessica Collins, Watersheds Business Planning and Analysis Manager, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

Chairperson Hsueh and Directors LeZotte and Estremera discussed the timing of the Board's engagement on new projects emphasizing that if there are policy considerations for the Board members, staff recommended feasible alternatives for new projects should be presented to the Board prior to projects entering the design phase.

Mr. William Sherman, San Jose resident, suggested the Committee work with staff to establish criteria for the type of project information to be considered in the decision-making process.

The Committee will discuss this topic during the upcoming Board Strategic Planning Meeting and provide feedback and direction to staff based on the Board's discussion and action.

4.2 Receive Update on Capital Project Monitoring – Construction.

Recommendation: Receive and discuss information regarding the status of capital projects in the construction phase.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1 were reviewed by staff as follows: Mr. Heath McMahon, Deputy Operating Officer, reviewed Items 1 through 7 and 13; Mr. Ngoc Nguyen, Deputy Operating Officer, reviewed Items 8 through 10, 12, and 14 through 17; Mr. Chris Hakes, Deputy Operating Officer, reviewed Item 11; and Mr. Michael Cook, Deputy Administrative Officer, reviewed Items 18 through 20.

Ms. Leslie Orta, Senior Assistant District Counsel noted that in regard to Attachment 1, Item 6, 10-Year Pipeline Inspection and Rehabilitation Project that reference to project completion applied only to the Cross-Valley and Calero pipelines, and not the overall 10-Year Project.

During the presentation, the Committee made the following request of staff:

Staff to provide an update to the full Board on Information Technology Disaster Recovery.

4.3 Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.

Recommendation: Receive information on upcoming consultant agreement amendments for capital projects that staff will be recommending for Board approval.

Mr. Hakes reviewed the information on this item, per the attached Committee Agenda Memo.

During the presentation, the Committee made the following request of staff:

Staff to agendize a discussion regarding the contract compliance process.

4.4 Review 2020 Capital Improvement Program Committee Work Plan.

Recommendation: Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

Chairperson Hsueh requested the following adjustments to the Committee's work plan:

Staff to agendize a discussion regarding the contract compliance process.

5. INFORMATION ITEMS

None.

6. CLERK'S REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS:

Ms. Natalie Dominguez, Assistant Deputy Clerk II, confirmed that there were no new Committee Recommendations for Board consideration, and summarized Committee requests as follows:

In regard to Item 4.2:

Staff to provide an update to the full Board on Information Technology Disaster Recovery.

In regard to Item 4.3:

Staff to agendize a discussion regarding the contract compliance process.

7. ADJOURN

Chairperson Hsueh adjourned the meeting at 11:20 a.m., to the next scheduled meeting at 10:00 a.m., on March 9, 2020, at Valley Water Headquarters, Board Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

[original signed by]
Natalie F. Dominguez, CMC
Assistant Deputy Clerk II

Approved: 3/9/20