

June 7, 2018

MEETING NOTICE & REQUEST FOR RSVP

TO: SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION

Jurisdiction

District 1
District 2
District 3
District 4
District 5
District 6
District 7

Representative

Malachi Plaughter, Ishita Verma, Serena Wood
Kalie Ching, Elise Mullen, Visala Tallavarjula
Ari Feinsmith, Thomas Nguyen, Yugam Satija
Adrienne Couteau, Shloka Janapaty, Navya Pariti
Arnav Gattani, Alden Hughes, Michael Zhao
Kathryn Bravo, Jack Grzegorzcyk, Hugo Marquez
Cole Baker, Sofia Ruiz, Arushi Saxena

The regular meeting of the Santa Clara Valley Water District Youth Commission is scheduled to be held on **Wednesday, June 13, 2018, at 6:00 p.m.**, in the Headquarters Building Boardroom, located at the Santa Clara Valley Water District, 5700 Almaden Expressway, San Jose, California. Lunch will be provided.

Enclosed are the meeting agenda and corresponding materials. Please bring this packet with you to the meeting. Additional copies of this meeting packet are available on-line at <https://www.valleywater.org/how-we-operate/committees/board-advisory-committees>

A majority of the appointed membership is required to constitute a quorum, which is fifty percent plus one. A quorum for this meeting must be confirmed at least 48 hours prior to the scheduled meeting date or it will be canceled.

Further, a quorum must be present on the day of the scheduled meeting to call the meeting to order and take action on agenda items.

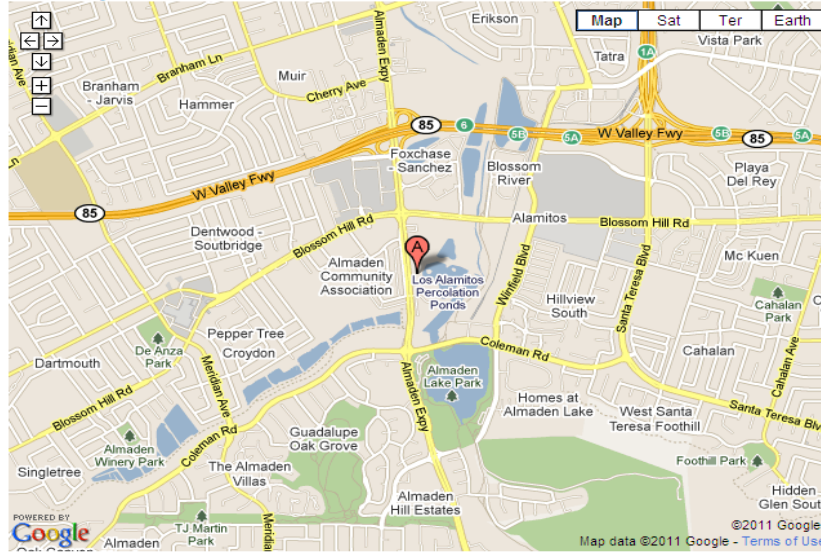
Members with two or more consecutive unexcused absences will be subject to rescinded membership.

Please confirm your attendance **no later than Monday, June 11, 2018; 4:00 p.m.** by contacting Glenna Brambill at 1-408-630-2408, or gbrambill@valleywater.org.

Enclosures



**Santa Clara Valley Water District - Headquarters Building,
5700 Almaden Expressway, San Jose, CA 95118**



From Oakland:

- Take 880 South to 85 South
- Take 85 South to Almaden Expressway exit
- Turn left on Almaden Plaza Way
- Turn right (south) on Almaden Expressway
- At Via Monte (third traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance

From Morgan Hill/Gilroy:

- Take 101 North to 85 North
- Take 85 North to Almaden Expressway exit
- Turn left on Almaden Expressway
- Cross Blossom Hill Road
- At Via Monte (third traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance

From Sunnyvale:

- Take Highway 87 South to 85 North
- Take Highway 85 North to Almaden Expressway exit
- Turn left on Almaden Expressway
- At Via Monte (third traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance

From San Francisco:

- Take 280 South to Highway 85 South
- Take Highway 85 South to Almaden Expressway exit
- Turn left on Almaden Plaza Way
- Turn right (south) on Almaden Expressway
- At Via Monte (third traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance

From Downtown San Jose:

- Take Highway 87 - Guadalupe Expressway South
- Exit on Santa Teresa Blvd.
- Turn right on Blossom Hill Road
- Turn left at Almaden Expressway
- At Via Monte (first traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance

From Walnut Creek, Concord and East Bay areas:

- Take 680 South to 280 North
- Exit Highway 87-Guadalupe Expressway South
- Exit on Santa Teresa Blvd.
- Turn right on Blossom Hill Road
- Turn left at Almaden Expressway
- At Via Monte (third traffic light), make a U-turn
- Proceed north on Almaden Expressway approximately 1,000 feet
- Turn right (east) into the campus entrance



Santa Clara Valley Water District Santa Clara Valley Water District Youth Commission

HQ Boardroom
5700 Almaden Expressway
San Jose, California 95118

REGULAR MEETING AGENDA

Wednesday, June 13, 2018
6:00 PM

District Mission: Provide Silicon Valley safe, clean water for a healthy life, environment and economy.

SCVWD YOUTH COMMISSION
BOARD COMMITTEE
REPRESENTATIVES

Nai Hsueh - District 5
Barbara Keegan - District 2
John L. Varela - District 1

All public records relating to an 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 Office of the Clerk of the Board at the Santa Clara Valley Water District Headquarters Building, 5700 Almaden Expressway, San Jose, CA 95118, at the same time that the public records are distributed or made available to the legislative body. Santa Clara Valley Water District will make reasonable efforts to accommodate persons with disabilities wishing to attend Board of Directors' meeting. Please advise the Clerk of the Board Office of any special needs by calling (408) 265-2600.

Note: The finalized Board Agenda, exception items and supplemental items will be posted prior to the meeting in accordance with the Brown Act.

Santa Clara Valley Water District
Santa Clara Valley Water District Youth Commission
REGULAR MEETING
AGENDA

Wednesday, June 13, 2018

6:00 PM

HQ Boardroom

1. CALL TO ORDER:

1.1. Roll Call.

1.2. Time Open for Public Comment on any Item not on the Agenda.

Notice to the public: This item is reserved for persons desiring to address the Committee on any matter not on this agenda. Members of the public who wish to address the Committee on any item not listed on the agenda should complete a Speaker Card and present it to the Committee Clerk. The Committee Chair will call individuals in turn. Speakers comments should be limited to three minutes or as set by the Chair. The law does not permit Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. If Committee action is requested, the matter may be placed on a future agenda. All comments that require a response will be referred to staff for a reply in writing. The Committee may take action on any item of business appearing on the posted agenda.

2. CEO WELCOME

3. OATH OF OFFICE

4. ELECT CHAIR AND VICE CHAIR

5. APPROVAL OF MINUTES:

5.1. Approval of Minutes.

[18-0480](#)

Recommendation: Approve the May 10, 2018, Meeting Minutes.

Manager: Michele King, 408-630-2711

Attachments: [051018 Youth Commission Draft Minutes](#)

6. ACTION ITEMS:

- 6.1. Santa Clara Valley Water District, its History and Purpose. [18-0413](#)
Recommendation: Receive the information.
Manager: Rick Callender, 408-630-2017
Attachments: [051518 Standard Power Point Presentation](#)
Est. Staff Time: 15 Minutes
- 6.2. Santa Clara Valley Water District Youth Commission Orientation. [18-0414](#)
Recommendation: Receive information on Youth Commission Purpose, Responsibilities and Meeting Conduct.
Manager: Michele King, 408-630-2711
Attachments: [PowerPoint](#)
Est. Staff Time: 15 Minutes
- 6.3. Review Brown Act. [18-0415](#)
Recommendation: Receive training regarding Brown Act requirements in public meetings.
Manager: Brian C. Hopper, 408-630-2765
Attachments: [Brown Act Training](#)
Est. Staff Time: 20 Minutes
- 6.4. Discuss Commission Activities. [18-0416](#)
Recommendation: A. That the Commission receive and discuss information provided;
B. That the Commission agree on a regular meeting day, date and time for the Commission;
C. That the Commission agree on a date and time for the Commission to tour District facilities; and
D. That the Commission discuss the content of the next meeting's agenda.
Manager: Rick Callender, 408-630-2017
Attachments: [Table of Activities Past and Future](#)
Est. Staff Time: 15 Minutes

- 6.5. Discuss and Populate Santa Clara Valley Water District Youth Commission Work Plan, and Propose the Commission's Next Meeting Agenda.

[18-0417](#)

Recommendation: Discuss and populate the Commission's work plan to guide the Commission's discussions regarding their purpose and duties.

Manager: Michele King, 408-630-2711

Est. Staff Time: 10 Minutes

7. Clerk Review and Clarification of Board Requests.

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

8. ADJOURN:

- 8.1 Adjourn to Regular Meeting TBD, in the Santa Clara Valley Water District Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, California 95118.

File No.: 18-0480

Agenda Date: 6/13/2018

Item No.: 5.1.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Approval of Minutes.

RECOMMENDATION:

Approve the May 10, 2018, Meeting Minutes.

SUMMARY:

A summary of Committee discussions, and details of all actions taken by the Committee, during all open and public Committee meetings, is transcribed and submitted for review and approval.

Upon Committee approval, minutes transcripts are finalized and entered into the District's historical records archives and serve as historical records of the Committee's meetings.

ATTACHMENTS:

Attachment 1: 051018 Draft Meeting Minutes.

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711



SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION MEETING

DRAFT MINUTES

**WEDNESDAY, MAY 10, 2018
6:00 PM**

(Paragraph numbers coincide with agenda item numbers)

An orientation meeting of the Santa Clara Valley Water District Youth Commission (Youth Commission) was held on May 10, 2018, in the Headquarters Building Boardroom, located at the Santa Clara Valley Water District, 5700 Almaden Expressway, San Jose, California.

1. CALL TO ORDER/ROLL CALL

Board Committee Liaison Ms. Glenna Brambill called the meeting to order at 6:00 p.m.

Members in attendance were:

<u>Jurisdiction</u>	<u>Representative</u>	<u>Representative</u>	<u>Representative</u>
District 1	Ishita Verma	Serena Wood	
District 2	Kalie Ching	Elise Mullen	Visala Tallavarjula
District 3	Ari Feinsmith	Thomas Nguyen	Yugam Satija*
District 4	Adrienne Couteau	Shloka Janapaty*	Navya Pariti
District 5	Arnav Gattani	Alden Hughes	Michael Zhao*
District 6	Hugo Marquez		
District 7	Cole Baker	Sofia Ruiz	Arushi Saxena

Members not in attendance were:

<u>Jurisdiction</u>	<u>Representative</u>	<u>Representative</u>	<u>Representative</u>
District 1	Malachi Plaugher		
District 6	Kathryn Bravo	Jack Grzegorzyc	

*Youth Commission Member arrived as noted.

Board members in attendance were: Director Nai Hsueh and Director Barbara Keegan, Board Representatives.

Staff members in attendance were: Glenna Brambill, Janet Hedley, Brian Hopper, Michele King, Marta Lugo, Meda Okelo, Samantha Pei-Wong, and Darin Taylor.

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

There was no one present who wished to speak.

3. WELCOME

Mr. Darin Taylor welcomed the district staff and the two Board Members that were present:

Directors Nai Hsueh and Barbara Keegan welcomed the Youth Commissioners.

*Ms. Shloka Janapty arrived at 6:06 p.m.

*Mr. Yugam Satija arrived at 6:07 p.m.

4. OATH OF OFFICE-YOUTH COMMISSION MEMBERS

Ms. Michele King administered the oath of office to the following Youth Commissioners:

*Mr. Michael Zhao arrived at 6:11 p.m.

Jurisdiction	Representative	Representative	Representative
District 1	Ishita Verma	Serena Wood	
District 2	Kalie Ching	Elise Mullen	Visala Tallavarjula
District 3	Ari Feinsmith	Thomas Nguyen	Yugam Satija
District 4	Adrienne Couteau	Shloka Janapaty	Navya Pariti
District 5	Arnav Gattani	Alden Hughes	Michael Zhao
District 6	Hugo Marquez		
District 7	Cole Baker	Arushi Saxena	Sofia Ruiz

5. INTRODUCTIONS/INTERATIVE ACTIVITIES

Ms. Marta Lugo conducted the first interactive activity with the blue marble and how it pertains to earth and water. The Youth Commissioners also took this opportunity to introduced themselves, their backgrounds and the District they represent.

Mr. Meda Okelo conducted the second interactive activity where the Youth Commissioners learned a little about the District’s mission, water related questions and getting to know one another.

Ms. Janet Hedley conducted the third interactive activity where the Youth Commissioners broke into groups to learn more about each another and more emphasis on the blue marble and the importance of water as a precious resource.

6. NEXT STEPS AND MEETING DATES

Mr. Meda Okelo conducted the exercise on next steps and meeting dates where the Youth Commissioners worked collectively deciding by consensus on which day and time they would meet. It was decided their next meeting would be on Wednesday, June 13, 2018 at 6:00 p.m.

7. **CLERK REVIEW AND CLARIFICATION OF COMMISSION REQUESTS TO THE BOARD**

Ms. Glenna Brambill reported there were no items for Board consideration.

8. **ADJOURN**

Board Committee Liaison Ms. Glenna Brambill adjourned at 7:33 p.m. to the next regular meeting on Wednesday, June 13, 2018, at 6:00 p.m., in the Santa Clara Valley Water District Headquarters Boardroom.

Glenna Brambill
Board Committee Liaison
Office of the Clerk of the Board

Approved:

File No.: 18-0413

Agenda Date: 6/13/2018

Item No.: 6.1.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Santa Clara Valley Water District, its History and Purpose.

RECOMMENDATION:

Receive the information.

SUMMARY:

The Santa Clara Valley Water District was founded in 1929 to address the concern of so much water being pulled out of the ground for agricultural as well as other daily human use that areas of the county were actually sinking.

Community leaders were worried that they would have to dig deeper and deeper wells, with potentially increased pumping costs etc. so they formed the water district and began developing plans to build reservoirs to capture rainwater and replenish the aquifers through percolation ponds that you may still see along rivers, creeks and streams throughout the county.

Managing groundwater as in regulating its use and regularly replenishing the aquifers is still part of the District's mission which is 'to provide Silicon Valley with safe, clean water for a healthy life, environment and economy. The District then, as well as now, accomplishes that through ensuring a clean, reliable water supply; providing flood protection; and being stewards of the environment.

The District has a budget of about \$510 million, much of which is slated for repair, replacement and maintenance of an aging infrastructure.

The District is governed by a seven-member elected Board of Directors representing seven geographic districts. The board is charged with protecting the quality of the water that is brought to the over two million residents and workers in 15 cities, as well as the 4700 private well owners. The District provides wholesale water to 13 local water providers who directly provide and bill you for the water.

The District has ten commissions/committees appointed by the Board of Directors to advise it on a broad range of matters.

Currently the District imports 40% of the County's water supply through the Delta and gets 30% from local sources such as rainfall and storm runoff into District reservoirs. The County saves 10% through water conservation and recycles 5% of all the water we use. Approximately 15% of the County's

supply is delivered the San Francisco Public Utility's Hetch-Hetchy system.

In the month of May, the District Board voted to participate in the California WaterFix, the state's plan to improve the infrastructure that carries water through the Sacramento-San Joaquin Delta. Through the WaterFix, the District is ensuring that we get the amount of water that the County needs in the long term.

The District infrastructure that helps deliver on its promise of safe and clean water for a healthy life, environment and economy currently consists of:

- 10 dams and surface water reservoirs,
- 275 miles of streams,
- 142 miles of pipelines, and
- 400 acres of recharge ponds.

You will get to see some of that infrastructure in your forthcoming tour of District facilities.

The Santa Clara Valley Water District is also the flood control agency for Santa Clara County. The District invests in and implements projects and programs that help protect lives, homes and businesses throughout the county.

The District also provides for healthy creeks and ecosystems and as part of that mandate, the District:

- Takes care of streams and watersheds
- Partners with others to provide trails and recreation opportunities
- Restores and improves habitat
- Hosts cleanup days
- Works to prevent polluted runoff and,
- Works with Creekside property owners to help them be good stewards of the county's streams and ecosystems.

To accomplish all of this work, the District is organizationally divided into four units: Office of Watersheds, Office of Water Utility, Office of External Affairs and the Office of Administration.

Representatives of these four offices will be coming to one of your future meetings to elaborate on the work that has briefly been mentioned in this report and presentation.

ATTACHMENTS:

Attachment 1: 051518 Standard Power Point Presentation.

UNCLASSIFIED MANAGER:

Rick Callender, 408-630-2017



Providing water for Silicon Valley

Marty Grimes, Supervising Program Administrator
Santa Clara Valley Water District
May 15, 2018





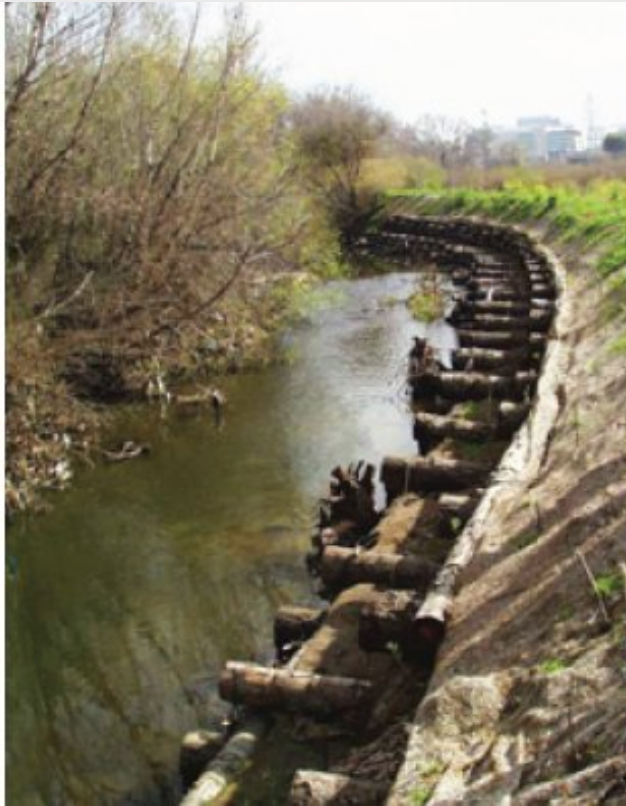
A history of groundwater management



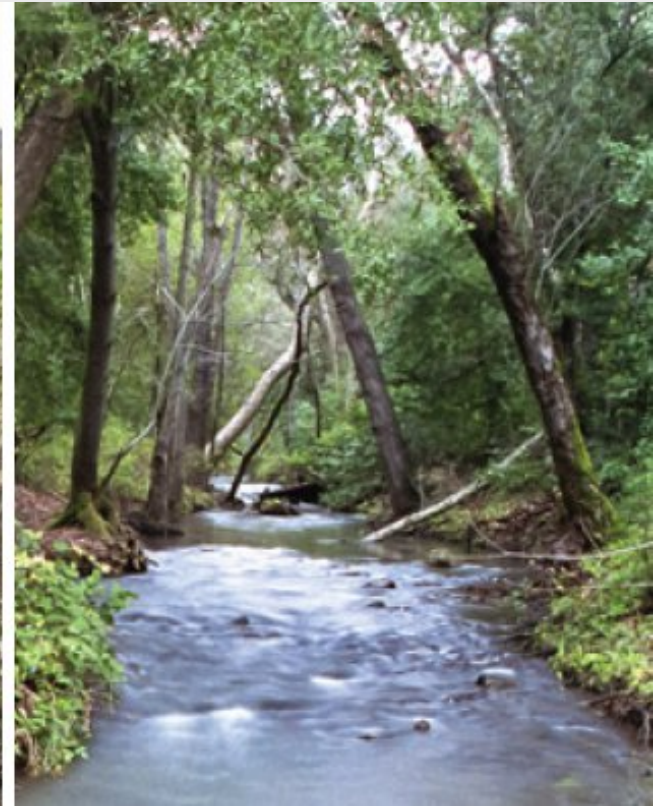
The Santa Clara Valley Water District provides:



Clean, reliable
water



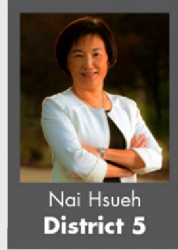
Flood
protection



Healthy creeks
& ecosystems



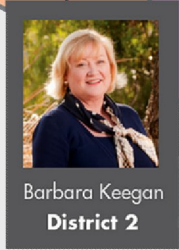
Gary Kremen
District 7



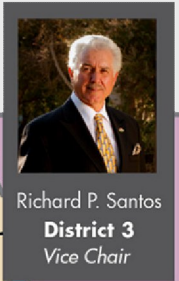
Nai Hsueh
District 5



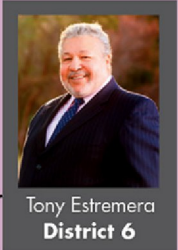
Linda J. LeZotte
District 4



Barbara Keegan
District 2



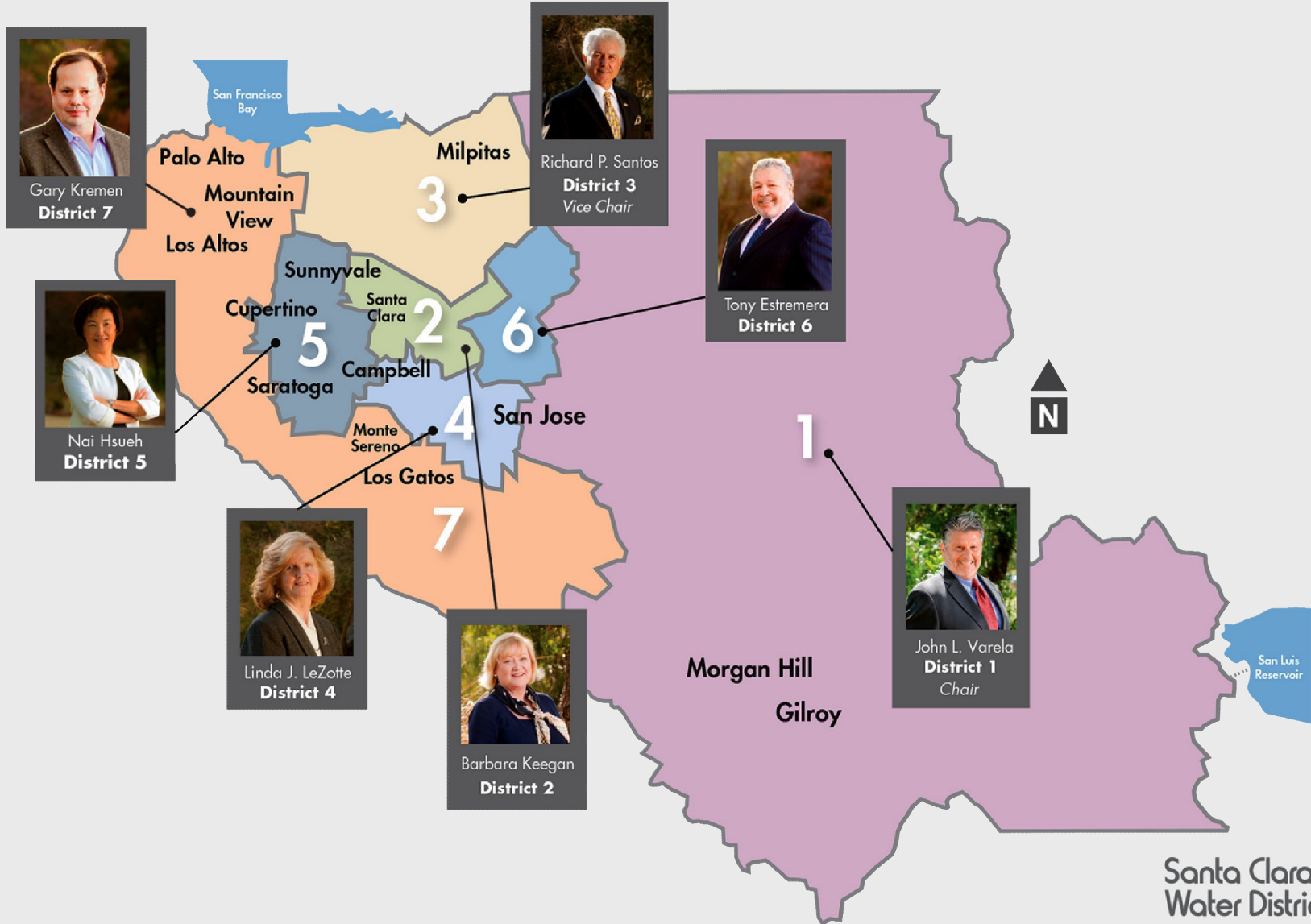
Richard P. Santos
District 3
Vice Chair



Tony Estremera
District 6



John L. Varela
District 1
Chair




The Santa Clara Valley Water District provides:



Clean, reliable
water





A diverse
portfolio
ensures
reliability

The California WaterFix



SANTA CLARA COUNTY GROUNDWATER AT-A-GLANCE

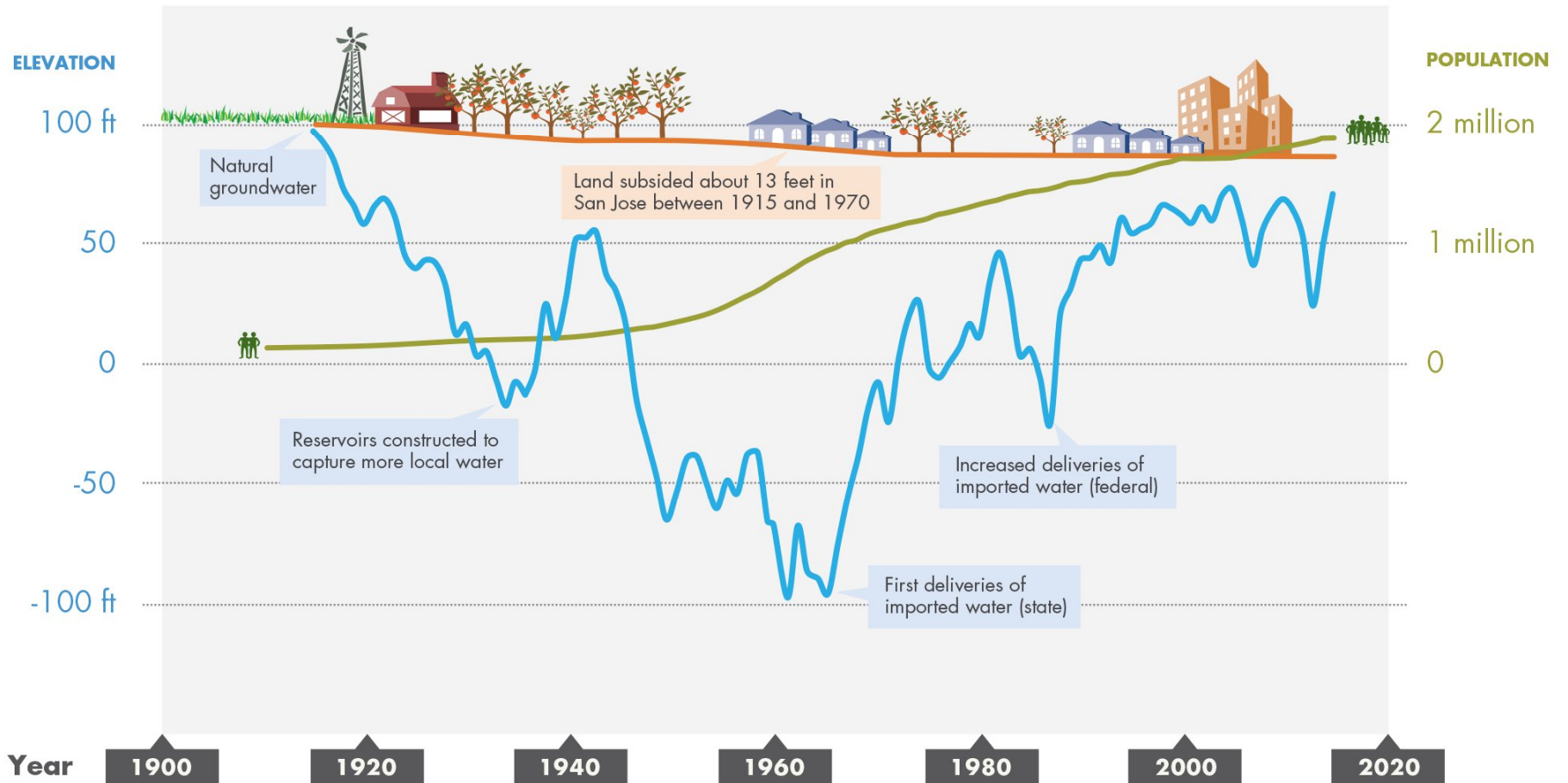
a graphic representation not intended as a technical exhibit



Land Surface Elevation

Groundwater Elevation

Population



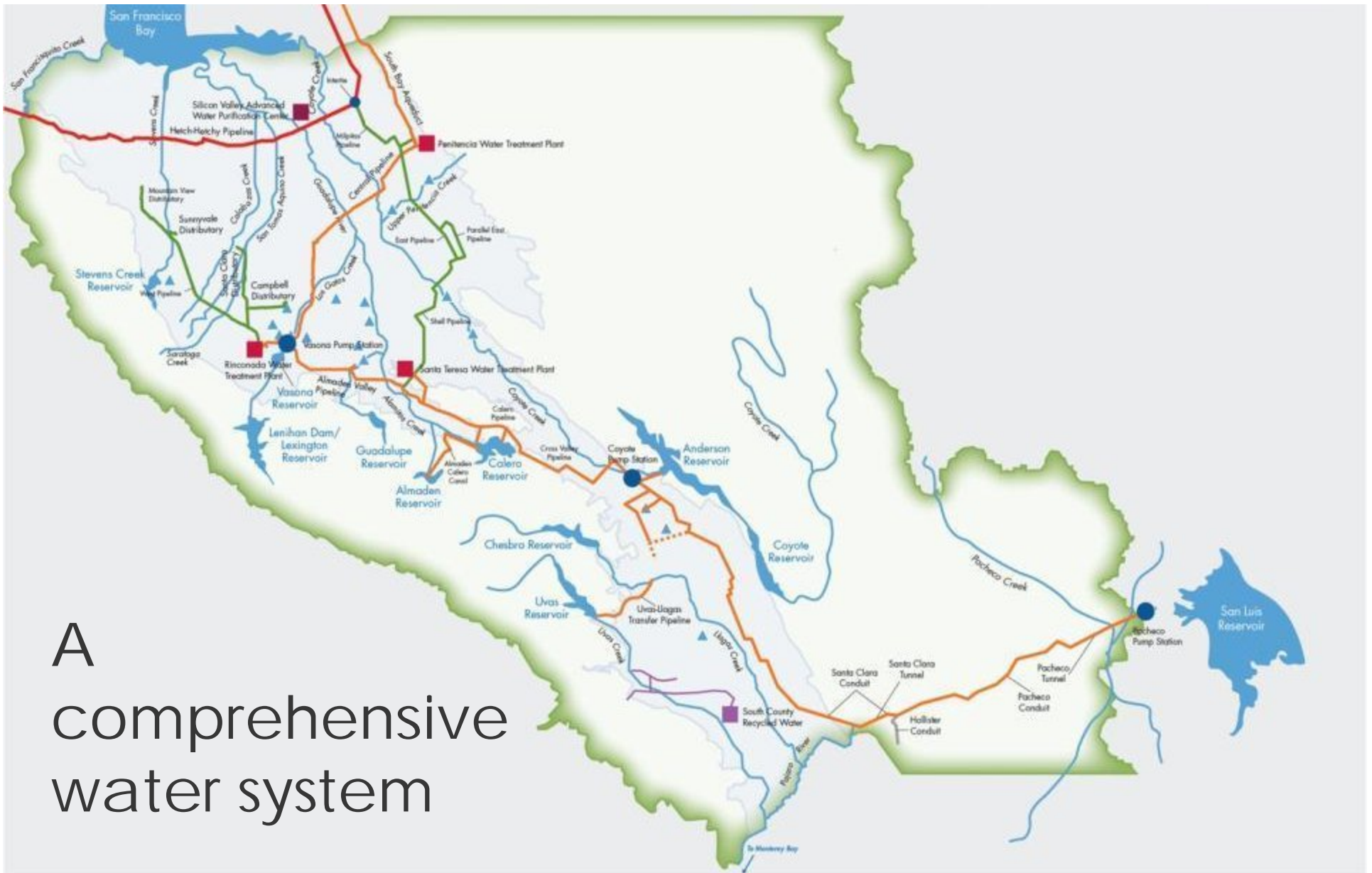
Last updated January 27, 2017

Purifying water for a reliable supply



purewaterSV.org





A
comprehensive
water system





Aging infrastructure





Measuring water quality at our state-of-the-art lab



The Santa Clara Valley Water District provides:



Flood
protection



Record rain followed a punishing drought





15

Maintaining
streams helps
prevent
flooding





Increasing community awareness





We must make conservation a way of life.





Half of water used in homes is used outdoors.

The Santa Clara Valley Water District provides:



Healthy creeks
& ecosystems





Caring for streams and habitat





cleanacreek.org





Preparing future water stewards



We'd love to hear from you

Download the
Access Valley
Water app
and tell us
what you
think!



Receive monthly eNews: text valleywater to 22828
or e-mail info@valleywater.org





purewaterSV.org | valleywater.org



Energy
Environment
Economy

Bay Area Regional Desalination Pilot Plant



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File No.: 18-0414

Agenda Date: 6/13/2018

Item No.: 6.2.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Santa Clara Valley Water District Youth Commission Orientation.

RECOMMENDATION:

Receive information on Youth Commission Purpose, Responsibilities and Meeting Conduct.

SUMMARY:

The Santa Clara Valley Water District Youth Commission will receive an orientation on the District's purpose and mission, as well as the Commission's purpose, membership, responsibilities, meeting conduct, and agenda creation, as outlined in the attached presentation (Attachment 1).

ATTACHMENTS:

Attachment 1: PowerPoint.

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711

SANTA CLARA VALLEY WATER DISTRICT YOUTH COMMISSION



CONGRATULATIONS AND
THANK YOU FOR SERVING

➤ ORGANIZATION

- Santa Clara Valley Water District
- Board of Directors

➤ YOUTH COMMISSION PURPOSE/RESPONSIBILITIES

- Purpose
- Membership

➤ MEETING CONDUCT

- Quorum
- Interaction with the Public
- Meeting Schedule, Agenda and Handouts



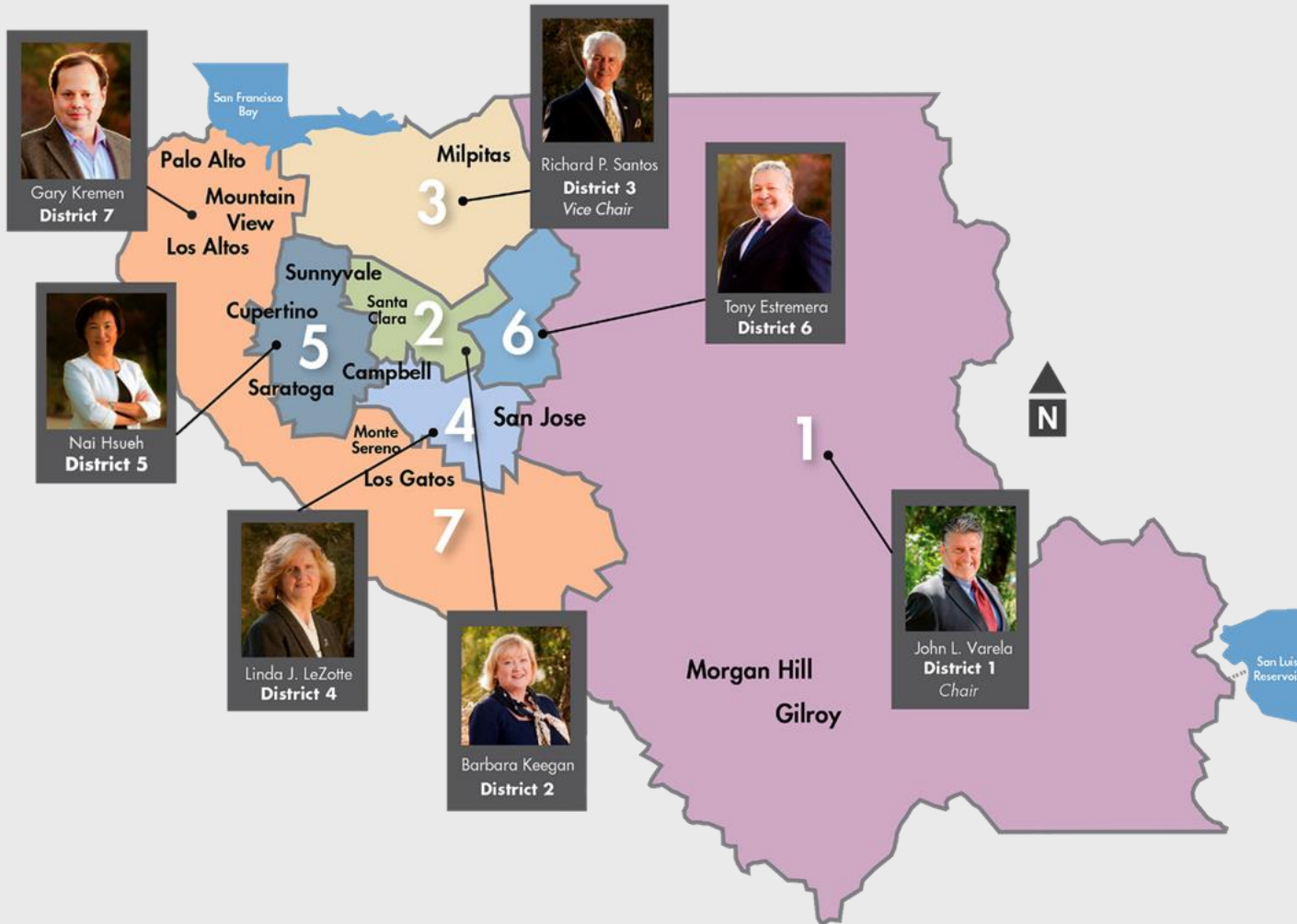
ORGANIZATION

Santa Clara Valley Water District

- Purpose
- District Mission
- District Act

ORGANIZATION

Board of Directors



PURPOSE/RESPONSIBILITIES

SCVWD Youth Commission

- Purpose
- Membership/Attendance
- Commission Officers

- Quorum
- Interaction with the Public
- Meeting Schedule, Agenda and Handouts

QUESTIONS?

File No.: 18-0415

Agenda Date: 6/13/2018

Item No.: 6.3.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Review Brown Act.

RECOMMENDATION:

Receive training regarding Brown Act requirements in public meetings.

SUMMARY:

The Ralph M. Brown Act was enacted to ensure that actions of local public agencies are taken in open and public meetings, with posted agendas. The Santa Clara Valley Water District Youth Commission is a Board Advisory Committee, and pursuant to the 2018 SCVWD Board Advisory Committee Handbook of Guidelines and Responsibilities, Youth Commission meetings must be conducted in accordance with the Brown Act. The following training is designed to introduce Commission members to some of the most important requirements under the Brown Act regarding notice and transparency.

ATTACHMENTS:

Attachment 1: Power Point Presentation - Brown Act Training.

UNCLASSIFIED MANAGER:

Brian C. Hopper, 408-630-2765

Santa Clara Valley
Water District



SCVWD Youth Commission Review of the Ralph M. Brown Act

June 2018

Presented by: Brian C. Hopper,
Senior Assistant District Counsel, SCVWD

The Ralph M. Brown Act

- Ralph M. Brown was a member of the California State Assembly
- He is best known for authoring the “Ralph M. Brown Act”
- Enacted in 1953, this was California’s first sunshine law designed to increase transparency in government.



The Ralph M. Brown Act

The purpose behind the Brown Act is to ensure that actions of local public agencies are taken in open and public meetings, with posted agendas, and where all persons are permitted to attend and participate.



Purpose

- Public commissions, boards and councils and other public agencies exist to aid in the conduct of the people's business.
- It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.



Application to Youth Commission?

- What does the Brown Act have to do with your work as members of the District's Youth Commission?



Board Advisory Committee Handbook

- The SCVWD Youth Commission is a Board Advisory Committee
- As a Board Advisory Committee, the Youth Commission is subject to the guidelines and responsibilities laid out in the 2018 Board Advisory Committee Handbook.
- It is highly recommended that you review section D-Brown Act Requirements

Board Advisory Committee Handbook

- P. 20 – The Requirements of the Brown Act apply to any commission, committee, board or other body of the local agency, whether decision-making or advisory, that is created by formal action of the Board.



The Brown Act

- Focus of Act: conducting business at open meetings
- Applies to “legislative bodies” (including the District)
- Meetings/agenda items must be properly noticed so public can participate and are open with limited exceptions
- Decisions/deliberations occur at meetings only
- Quorum of body can’t meet outside properly-noticed meeting, with limited exceptions

The Brown Act



- Subject to certain exceptions, no discussion or action may occur with respect to items not on the agenda.
- Agendas allow members of the public to know when items or issues that may be of interest to them will be heard.
- Such notice enables the public to attend and participate in these meetings.

Additional Agenda Requirements

- Written agendas must be posted at least 10 days before the meeting.
- Each item to be discussed or transacted must be the subject of a brief general description, which generally need not exceed 20 words.
- The description must be sufficient to put the public on notice of the matter to be taken up.



Limited Exceptions to Agenda Requirements

- Exceptions:
 - Brief responses to comments from the public
 - Questions for clarification
 - References to staff or other resources for factual information
 - Requests to staff to report back later
 - Brief announcements/brief reports on activities

Tip - Plan Ahead

- If the Committee wants to have a substantive discussion on a subject or take action on it, interested members need to take steps to get it on a future agenda.





Adding Items to Agenda

- The Committee meeting agendas are developed pursuant to the Brown Act, Board-approved Committee work plan, and distribution deadlines.
- Adding items:
 - The District's Board of Directors may add items to a Committee work plan, and the corresponding agenda item will be developed by staff
 - The Committee may vote to request that the Board add an item to its work plan; if the motion carries, the Board will then consider the request.



Adding Items to Agenda

- The Committee Chair may add items to the Committee agenda in accordance with the Brown Act and Clerk's distribution schedule.
- The Committee may vote on a request from the public to add an item to its workplan; if the motion carries, the Board may consider such a request at a future meeting
- The public may request that the Board of Directors place a new item on the Committee's work plan or agendize it on a Committee's existing work plan.

Public Participation



- The Brown Act protects the public's right to attend and participate at meetings.
- In addition to reviewing agendas, the public has a right to all meeting handouts considered by the Committee.

Public Participation

- Time open for public comment – The public can address the Committee on matters not on the agenda
- The public can also address the Committee on each agenda item before or during the Committee's consideration of it (e.g., before any vote)
- The Committee can place reasonable time limitations on public comment (e.g., 3 minutes per person).



Open Deliberations

- Associated with the right of the public to participate is the understanding that it will be heard by the Committee before action is taken on an agenda item.
- Business is conducted at open meetings.
- No back-room deals.
- Decisions must be made in public.



The Brown Act

Prohibited meetings:

- Congregation of a majority of the members of a legislative body outside a properly noticed and duly convened meeting during which they discuss or take action on a matter within their jurisdiction
- No serial meetings (use of a series of communications among a majority of members either personally or through intermediaries, to discuss or take action on item within jurisdiction)



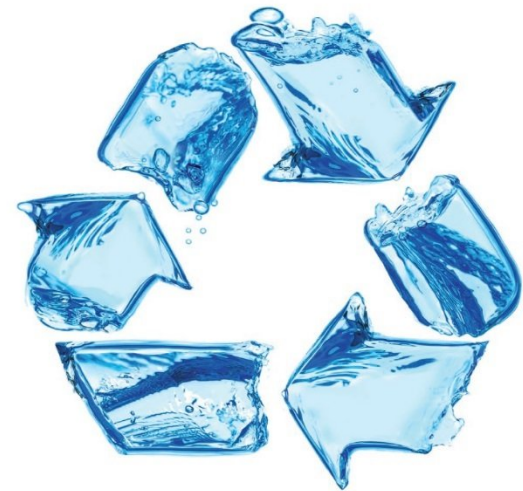
Is the matter in the Commission's Jurisdiction?



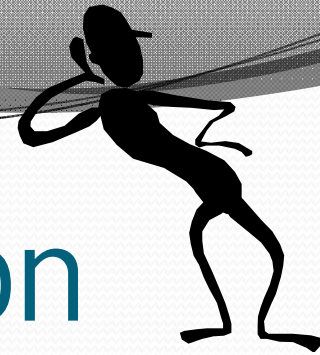
- On the way to the scheduled meeting, 11 of the 21 Youth Commissioners discuss their summer vacation plans.
- Is this a Brown Act violation?

Is the matter in the Commission's Jurisdiction?

- Outside of any formal meeting, 12 of the 21 Youth Commissioners discuss what recommendations to make to the District's Board of Directors regarding recycled water policy.
- Is this a possible Brown Act violation?



Serial Meeting Illustration



- If two members of a five-member governing body consult outside of a public meeting (which is not in and of itself a violation) and then one of those individuals consults with a third member on the same issue, a majority of the body has consulted on the same issue.

Brown Act Violations



- Nullification of decision
- Criminal sanctions for intentional violations (up to 6 months in jail/\$1,000 fine)
- Costs and attorney's fees
- Intense adverse media attention
- Erosion of public confidence

When in doubt...



- This is just an introduction to the Brown Act's requirements.
- You are not expected to be experts.
- If you have any questions, staff from the District Clerk's Office should be able to help.

File No.: 18-0416

Agenda Date: 6/13/2018

Item No.: 6.4.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Discuss Commission Activities.

RECOMMENDATION:

- A. That the Commission receive and discuss information provided;
- B. That the Commission agree on a regular meeting day, date and time for the Commission;
- C. That the Commission agree on a date and time for the Commission to tour District facilities;
and
- D. That the Commission discuss the content of the next meeting's agenda.

SUMMARY:

The Youth Commission was created by the Board of Directors of the Santa Clara Valley Water District on December 13, 2017. The Board saw the Commission as a means of fostering greater youth involvement in local government. Through the Commission, the Board provided the mechanism to inspire and develop future public policy leaders and professionals who were aware of issues and activities relating to water supply, water conservation, flood protection, and watershed stewardship.

Interest in becoming a member of the Commission was high with 118 high school students expressing a strong desire to be part of the Advisory Commission.

The District Board selected from all the applicants 21 students with each director selecting 3 students from their respective district.

On April 24, 2018, the 21 nominees were approved formally by the Board of Directors to become Youth Commissioners.

DISCUSSION:

The first few meetings of the Commission are intended to prepare the Commission for the important work it will be doing of advising the District Board of Directors on issues pertaining to water, its collection, storage, processing, distribution and use.

On May 10, 2018, the Commission had its first meeting designed for the Commission membership to

get to know each other and to begin thinking about how they would fulfil their advisory role of making recommendations to the Board of Directors on water-related issues specifically affecting young people in the District as well as keeping the board apprised of trends and issues amongst the youth population.

At that first meeting, 18 commissioners attended and, through consensus, determined that June 13, 2018, would be the best date for the second meeting of the Commission.

At its June meeting, the Commission will elect a chair and vice-chair. Then the Commission must decide on its regular meeting schedule. In addition, as part of its learning, it will also decide on tour sites of some, if not all, of the District's facilities.

Knowledge of what facilities the District has and the kind of work that is done at those facilities will go a long way in helping the Commission formulate ideas for policies that it may choose to recommend to the board of directors.

At its third meeting following the tour, staff proposes to continue the Commission's learning by having presentations from the District's four primary operational units: **External Affairs, Watersheds, Water Utility, and Administration**

YOUTH COMMISSION ACTIVITIES TO DATE: See Attachment 1

ATTACHMENTS:

Attachment 1: Youth Commission Activities.

UNCLASSIFIED MANAGER:

Rick Callender, 408-630-2017

YOUTH COMMISSION ACTIVITIES: PAST AND PROPOSED

WHAT	HOW	EXPECTED OUTCOME
<ul style="list-style-type: none"> Get-to-know-each-other-meeting 	<ul style="list-style-type: none"> First meeting for the commissioners to get to know each other held on May 10 	<ul style="list-style-type: none"> Commissioners meet and interact in preparation for the nomination of chair and vice chair
<ul style="list-style-type: none"> Take the oath of office 	<ul style="list-style-type: none"> District Clerk administers oath of office 	<ul style="list-style-type: none"> 21 Commissioners take the oath of office. Only 18 commissioners took the oath of office.
<ul style="list-style-type: none"> Elect Commission Officers 	<ul style="list-style-type: none"> Commission conducts elections 	<ul style="list-style-type: none"> Chair and Vice Chair are elected
<ul style="list-style-type: none"> Learn about the District and how it functions 	<ul style="list-style-type: none"> A power point presentation of the District's history, purpose and the way it does business Youth Commission participates in the July 18th Tour of District Facilities for interns Youth Commission schedules a date where the four units comprising the District (Watersheds, Water Utility, External Affairs and Administration) present the work they do to fulfil the District's mission. 	<ul style="list-style-type: none"> Knowledge of the District by the Youth Commission Confirmation of July 18 as the date for the commission to tour District facilities
<ul style="list-style-type: none"> Know the obligations of being a member of the Youth Advisory Committee. 	<ul style="list-style-type: none"> Office of the District Counsel's Office reviews the Brown Act with the Commission 	<ul style="list-style-type: none"> Commissioners learn tenets of the Brown Act. Knowledge of the way District advisory and legislative bodies function.
<ul style="list-style-type: none"> Commission decides on a regular meeting day and time 	<ul style="list-style-type: none"> Staff presents meeting date choices of 1st, 2nd, 3rd, or 4th Wednesday or Thursday of the month 	<ul style="list-style-type: none"> Youth Commission agrees on a set of dates
<ul style="list-style-type: none"> Youth Commission crafts a Youth Commission Workplan 	<ul style="list-style-type: none"> Working with staff, the commission schedules a special commission meeting to identify issues of interest to the commission and begin discussions as to what the commission may want to suggest to the District board of directors as to what policies and activities could be developed around those issues. 	<ul style="list-style-type: none"> A WORKPLAN

File No.: 18-0417

Agenda Date: 6/13/2018

Item No.: 6.5.

COMMITTEE AGENDA MEMORANDUM

Santa Clara Valley Water District Youth Commission

SUBJECT:

Discuss and Populate Santa Clara Valley Water District Youth Commission Work Plan, and Propose the Commission's Next Meeting Agenda.

RECOMMENDATION:

Discuss and populate the Commission's work plan to guide the Commission's discussions regarding their purpose and duties.

SUMMARY:

The Commission was formed to assist the board with public policy, education, outreach, and all matters impacting Santa Clara County youth related to the water district. The purpose of the Commission is to foster greater involvement of youth in local government and to inspire and develop future public policy leaders and professionals with an awareness of issues and activities relating to water supply, conservation, flood protection, and stream stewardship.

ATTACHMENTS:

None.

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711

