



# Santa Clara Valley Water District Board Policy and Planning Committee Meeting

Video Conference Zoom Meeting

## SPECIAL MEETING AGENDA

**Wednesday, July 8, 2020  
10:00 AM**

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

BOARD POLICY AND PLANNING  
COMMITTEE

Nai Hsueh - District 5, Committee  
Chair  
Barbara Keegan - District 2,  
Committee Vice Chair  
Linda J. LeZotte, District 4

The Board Policy and Planning Committee provides support to the Board in the areas of Board planning process; Board Committees' principles and structures; Board and organization performance monitoring and; other tasks assigned by the Board.  
Public records for this Committee are available for inspection in the Clerk of the Board's Office, 5700 Almaden Expressway, San Jose, CA 95118. Materials are available to the public at the same time they are made available to the Committee. The District will make reasonable efforts to accommodate persons with disabilities wishing to attend meetings. Please advise the Clerk of the Board of any special needs by calling (408) 265-2600.

COMMITTEE CLERK

Michele L. King, CMC  
Clerk, Board of Directors

**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  
Board Policy and Planning Committee**

**SPECIAL MEETING  
AGENDA**

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Wednesday, July 8, 2020

10:00 AM

Video Conference Zoom Meeting

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IMPORTANT NOTICES

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the Committee, staff, and the public to participate and conduct the meeting by teleconference, videoconference, or both.

Members of the public wishing to address the Committee during a video conferenced meeting on an item not listed on the agenda, or any item listed on the agenda, should use the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in the order requests are received and granted speaking access to address the Committee.

Santa Clara Valley Water District (Valley Water) in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access and/or participate in Valley Water Committee meetings to please contact the Clerk of the Board's office at (408) 630-2711, at least 3 business days before the scheduled meeting to ensure that Valley Water may assist you.

This agenda has been prepared as required by the applicable laws of the State of California, including but not limited to, Government Code Sections 54950 et. seq. and has not been prepared with a view to informing an investment decision in any of Valley Water's bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in the information in this agenda are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of Valley Water's bonds, notes or other obligations and investors and potential investors should rely only on information filed by Valley Water on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and Valley Water's Investor Relations website, maintained on the World Wide Web at <https://emma.msrb.org/> and <https://www.valleywater.org/how-we-operate/financebudget/investor-relations>, respectively.

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**1. Roll Call.**

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

*Notice to the Public: Members of the public who wish to address the Committee on any item not listed on the agenda should access the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in order requests are received and granted speaking access to address the Committee. 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.*

**3. APPROVAL OF MINUTES:**

3.1. Approval of Minutes.

[20-0558](#)

Recommendation: Approve the February 24, 2020 Minutes.

Manager: Michele King, 408-630-2711.

Attachments: [Attachment 1: February 24, 2020 Minutes](#)

**4. ACTION ITEMS:**

- 4.1. Develop Draft Fiscal Year 2020-21 (FY21) Board Work Plan and Budget Message based upon the outcome of the February 18, 2020 Strategic Planning Session. [20-0549](#)

Recommendation:

- A. Review information collected during the FY21 Board's Strategic Planning Session to:
  - I. Develop a draft FY21 Board Work Plan;
  - II. Develop a draft FY21 Board Budget Message; and
- B. Submit Draft FY21 Board Work Plan, Board Budget Message and action items and recommendations for Board review and approval.

Manager: Michele King, 408-630-2711

Attachments: [Attachment 1: Draft FY21 Board Work Plan](#)

- 4.2. Work Plan, Meeting Schedule and Accomplishments Report. [20-0548](#)

- Recommendation:
- A. Review the Board Policy and Planning Committee's Work Plan and Accomplishments Report and incorporate any new tasks; and
  - B. Schedule Committee meetings as appropriate.

Manager: Michele King, 408-630-211.

Attachments: [Attachment 1: 2020 BPPC Work Plan & Accomplishments Report](#)

**5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE 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.*

**6. ADJOURN.**



# Santa Clara Valley Water District

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**File No.:** 20-0558

**Agenda Date:** 7/8/2020  
**Item No.:** 3.1.

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## **COMMITTEE AGENDA MEMORANDUM**

### **Board Policy and Planning Committee**

**SUBJECT:**

Approval of Minutes.

**RECOMMENDATION:**

Approve the February 24, 2020 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: February 24, 2020 Minutes.

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-2711.





BOARD POLICY AND PLANNING COMMITTEE

**DRAFT** MINUTES

**Monday, February 24, 2020  
2:00 PM**

(Paragraph numbers coincide with agenda item numbers)

**1. Call to Order  
1.1 Roll Call**

A regular meeting of the Santa Clara Valley Water District Board Policy and Planning Committee (BPPC) was called to order at 2:00 p.m. on February 24, 2020, at the District Headquarters Building, Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Board Members in attendance were: Director Nai Hsueh-District 5; Director Linda J. LeZotte-District 4, and Director Barbara Keegan-District 2, constituting a quorum of the BPPC.

Arthur Keller, Environmental Water Resources Committee (EWRC) Chair was in attendance.

Staff members in attendance were Lisa Bankosh, Neeta Bijoor, Rick Callender, Norma Camacho, Theresa Chinte, Nina Hawk, Vincent Gin, Michele King, and Melanie Richardson.

**2. Time Open for Public Comment on any Item not an Agenda**

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

**3. Approval of Minutes**

**3.1 Approval of Minutes – January 27, 2019**

The BPPC considered the attached minutes of the January 27, 2019 meeting. It was moved by Director LeZotte, seconded by Director Keegan, and unanimously carried to approve the minutes as presented.

**4. Information and Action Items:**

**4.1 Develop Draft Fiscal Year 2020-21 Board Work Plan and Budget Message based upon the outcome of the February 18, 2020 Strategic Planning Session.**

Mr. Lawrence Grodeska, Co-Founder and Chief Executive Officer at CivicMakers, and facilitator for the February 18, 2020 Board strategic planning session, distributed and reviewed the FY21 Board Work Plan Draft (Handout 4.1-A) which contained the information collected during the strategic planning sessions. Copies of the handout were distributed to BPPC and made available to the public.

The BPPC provided the following comments/suggestions:

Change *Impacted Plans* category to *Related Staff Plans*

**Water Supply**

Strategy 1:

Move strategy from Water Supply Goal to Environmental Stewardship Goal.

Update Monitoring Section: FY20 – *Continue to monitor through the FAHCE Ad Hoc Committee and provide updates to the Board as appropriate.*

Strategy 2:

Update Strategy language: “Actively Pursue New Water Storage Opportunities”

Update Monitoring Section: FY20 – *Continue to monitor through the Water Storage Exploratory Committee and provide updates to the Board as appropriate.*

Strategy 3:

Update FY20 Focus: Add “Stakeholder Engagement Committee” as an engagement group and remove language regarding public education, etc. and place in Strategy 5.

Update Monitoring Section: FY20 – *Continue to monitor through the Delta Conveyance Working Group and provide updates to the Board on project funding requirements, governance related to JPAs and any formation of amendments, and any additional agreements related to state and federal water.*

Strategy 4:

Update FY21 Focus: *Elevate the discussion with San Jose, Santa Clara and other wastewater agencies from staff to elected official level in order to reach a decision point on a project by end of FY21*

Update FY21 Focus: Revise DPI to *DPR*.

Update Monitoring Section: FY20 – *Continue to monitor through the Recycled Water Committee and provide updates to the Board as appropriate.*

Strategy 5:

Challenge/Opportunity: Revise language to incorporate Delta Conveyance Project and the cost of water; remove No Regrets language; and update to Demand Management focus.

Remove FY20 Focus.

Additional FY21 Focus – *Increase efforts to educate the public about the mix of the different types of water in our water portfolio, including Delta Conveyance and associated current and projected costs.*

Update Monitoring Section: FY20 – *Continue to monitor through the Water Conversation and Demand Management Committee and provide updates to the Board as appropriate.*

Strategy 6: BPPC recommends removing this strategy and incorporating into other strategies.



### **Natural Flood Protection**

Strategy 1: Move strategy to from Natural Flood Protection Goal to Environmental Stewardship Goal.

BPPC Recommends inserting a new Natural Flood Protection strategy: “*Protect our existing flood protection investment projects.*” Mr. Grodeska to work with watershed staff to develop new strategy language.

### **Environmental Stewardship**

Strategy 1:

Update Monitoring Section: FY20 – *Continue to monitor through the FAHCE Ad Hoc Committee and provide updates to the Board as appropriate.*

Strategy 2:

Update Monitoring Section: FY20 – *Continue to monitor through the Homeless Encampment Committee and provide updates to the Board as appropriate.*

### **Business Management**

Strategy 1:

Challenge/Opportunity: Remove “boardening” and replace with “broadening”  
Add FY21 Focus – *Ensure that best practices are being followed, reported, and identify Diversity and Inclusion vision of the Board.*

Strategy 2:

No changes.

Strategy 3:

Mr. Grodeska to work with staff on language documenting current FY20 work efforts.

### **Climate Change**

Neeta Bijoor provided a verbal update on staff’s Climate Change Action Plan implementation efforts.

Insert FY21 Focus - Develop a vision and revise Ends Policy-4.

Monitoring: The BPPC to work on Ends Policy-4 and other policies, including potential climate change policy, to document the Board’s vision and monitoring process.

Mr. Doug Muirhead, Morgan Hill resident, distributed comments, identified herein as Handout 4.1-B. Copies of the handout were distributed to the BPPC and made available to the public. BPPC Chair Hsueh continued discussion of these comments to the March meeting.

### **4.2 Work Plan, Meeting Schedule and Accomplishments Report**

The BPPC reviewed the work plan and accomplishments report and discussed the items currently scheduled for committee review. BPPC Chair requested that Section B 3 be updated to document only Flood Protection service, and a new item be added to the section incorporating review of Ends Policy-4

**5. Clerk Review and Clarification of Committee Requests.**

There were no committee requests.

**6. Adjourn:**

Committee Chair Hsueh adjourned the meeting at approximately 4:05 p.m.

Michele L. King, CMC  
Clerk of the Board

Approved:



# Santa Clara Valley Water District

File No.: 20-0549

Agenda Date: 7/8/2020  
Item No.: 4.1.

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## COMMITTEE AGENDA MEMORANDUM

### Board Policy and Planning Committee

#### SUBJECT:

Develop Draft Fiscal Year 2020-21 (FY21) Board Work Plan and Budget Message based upon the outcome of the February 18, 2020 Strategic Planning Session.

#### RECOMMENDATION:

- A. Review information collected during the FY21 Board's Strategic Planning Session to:
  - I. Develop a draft FY21 Board Work Plan;
  - II. Develop a draft FY21 Board Budget Message; and
- B. Submit Draft FY21 Board Work Plan, Board Budget Message and action items and recommendations for Board review and approval.

#### SUMMARY:

On February 18, 2020, with the assistance of facilitator Lawrence Grodeska, CEO of CivicMakers, the Board conducted its annual planning session to develop goals and strategies around areas needing the Board's focus, engagement and monitoring during the following fiscal year (FY21). During the Strategic Planning session, the Board reviewed the current Fiscal Year 2019-2020 (FY20) Board Work Plan, participated in a facilitated discussion around the FY20 Board Work Plan and other major topics of concern, and identified key areas to include in the FY21 Board Work Plan.

During the strategic planning meeting the Board directed the Board Policy and Planning Committee, in collaboration with CivicMakers, to review the information collected and develop a draft FY21 Board Work Plan for Board review and approval.

At their February 27, 2020 meeting, the BPPC reviewed the FY21 Board Work Plan draft, as presented by Mr. Grodeska. The Committee provided input and requested that their requests and suggestions be incorporated into the draft plan, and that Mr. Grodeska work with staff on draft language for a few strategies and focus areas. This item presents the final draft FY21 Board Work Plan (Attachment 1) for committee review and approval to present to the full Board for approval.

#### ATTACHMENTS:

Attachment 1: FY21 Draft Board Work Plan

#### UNCLASSIFIED MANAGER:

Michele King, 408-630-2711





# Valley Water Board of Directors

## DRAFT FY21 Board Work Plan

### **Goal: Water Supply**

Strategy 1: Actively Pursue New Water Storage Opportunities.

Strategy 2: Actively Participate in decisions regarding the CA Delta Conveyance.

Strategy 3: Lead Recycled and Purified Water Efforts with committed partners.

Strategy 4: Engage and educate the community, local elected officials and staff on future water supply strategies in Santa Clara County.

Strategy 5: Advance Anderson Dam Seismic Retrofit Project.

### **Goal: Natural Flood Protection**

Strategy 1: Protect and maintain existing assets and infrastructure.

Strategy 2: Pursue opportunities to improve internal capacity to acquire regulatory permits.

### **Goal: Environmental Stewardship**

Strategy 1: Attain net positive impact on the environment when implementing flood protection and water supply projects.

Strategy 2: Promote the protection of creeks, bay, and other aquatic ecosystems from threats of pollution and degradation.

Strategy 3: Continue the Fisheries and Aquatic Habitat Collaborative Effort (FAHCE).

### **Goal: Business Management**

Strategy 1: Advance diversity and inclusion.

Strategy 2: Maintain appropriate staffing levels and expertise.

Strategy 3: Provide affordable and cost-effective level of services.

### **Goal: Climate Change**

Strategy 1: Address future impacts of climate change to Valley Water's mission and operations.

## Goal: Water Supply

### Strategy 1: Actively Pursue New Water Storage Opportunities.

#### Challenge/Opportunity

Water storage capacity is an important tool for Valley Water for capturing wet-year water for use during drier periods. Such storage aids water supply, flood protection, and recreational uses and helps regulate downstream water quality and supply cold water flows for fish. Storage is also an important tool for managing unpredictable hydrology due to climate change and sea level rise. As such, water storage is important for both human and environmental objectives and must fit within a large and diverse water and environmental portfolio. Challenges include determining the appropriate level of participation for Valley Water and prioritizing sites within funding limitations across all projects.

#### Focus

- Explore opportunities to develop new surface and groundwater storage projects that align with Valley Water’s mission. Additionally, seek water exchange and transfer opportunities.
- Determine level of participation for projects and decisions about partnerships

#### Monitoring

- Continue to monitor through the Water Storage Exploratory Committee and provide updates to Board as necessary.

#### Related Staff Plans

- Water Supply Master Plan.

### Strategy 2: Actively Participate in decisions regarding the CA Delta Conveyance.

#### Challenge/Opportunity

As much as 40 percent of the water Santa Clara County uses each year comes through the Delta. But the Delta’s aging network of earthen levees faces risks from rising seas, earthquakes and flooding, while the declining conditions for fish and wildlife have led regulators to put more restrictions on when water can move through the Delta. Participation in modernizing the delta

conveyance is necessary to protect water supply in Santa Clara County and better manage Delta diversions to protect fish and wildlife. Challenges include permitting difficulties, potential legal challenges, and uncertainty around the Bureau of Reclamation's participation.

#### Focus

- As a voice for Northern California, continue to engage, negotiate, and increase public education of the project through serving on the Delta Conveyance Design and Construction Authority and Finance Authority and Stakeholder Engagement Committee in adherence to Board approved Guiding Principles, to protect Santa Clara County's interests.

#### Monitoring

- Continue to monitor and update the Board on the project and project funding requirements and governance related to the JPAs as well as additional agreements related to state water and federal water.

#### Related Staff Plans

- Water Supply Master Plan

## Strategy 3: Lead Recycled and Purified Water Efforts with committed partners.

#### Challenge/Opportunity

Recycled and purified water continue to play a key role in the long-term sustainability of our county's water supplies. Identifying and working with the appropriate agencies within the county to negotiate and execute various Memoranda of Understanding to expand the use of non-potable and the production and use of advanced purified water is a high priority. Opportunities exist to expand Valley Water's Silicon Valley Advanced Water Purification Facility (AWPF) and/or build additional AWPFs throughout the County. However, challenges include resolving previously identified issues of land, securing contractual rights to treated wastewater, treated wastewater quality and declining flows at treatment plants, and reverse osmosis concentrate management.

#### Focus

- Develop a portfolio of advanced purified water and secure treated wastewater as identified in the Water Supply Master Plan.

## Valley Water Board of Directors FY21 DRAFT Board Work Plan

- Elevate discussion with San Jose from staff to elected official level and include City of Santa Clara and other wastewater agencies in order to reach a decision point on a project by mid-September 2020.
- Present a water reuse roadmap that clarifies position on Indirect Potable Reuse (IPR) vs Direct Potable Reuse (DPR).
- Develop plan for South County including a governance model.

### Monitoring

- Continue to monitor through the Recycled Water Committee and present regular updates and seek policy guidance from the Board as necessary.

### Related Staff Plans

- Water Supply Master Plan
- Countywide Water Reuse Master Plan

## Strategy 4: Engage and educate the community, local elected officials and staff on future water supply strategies in Santa Clara County.

### Challenge/Opportunity

A reliable supply of clean water is necessary for the social, economic, and environmental well-being of Santa Clara County. The Water Supply Master Plan presents Valley Water's strategy and roadmap for providing a reliable and sustainable water supply in a cost-effective manner. Strategies include expansion of the graywater rebate program expansion, stormwater capture programs, incentives to repair leaks, and model ordinances to require water efficiency in new developments. Challenges include shifts in messaging required by external factors causing confusion, and the public perception of costs of different types of water.

### Focus

- Clarify strategies for outreach and education programs and efforts.
- Develop metrics to understand the ROI of outreach strategies, such as the annual favorability survey.
- Increase efforts to educate the public about the mix of different types of water in Valley Water's portfolio, including the Delta Conveyance, and associated current and projected costs.



## Monitoring

- Monitor progress through the Water Conservation and Demand Management Committee.

## Related Staff Plans

- Water Supply Master Plan

# Strategy 5: Advance Anderson Dam Seismic Retrofit Project.

## Challenge/Opportunity

As our largest reservoir, Anderson serves not just as a critical water supply facility, but also supports Valley Water's mission of flood protection and environmental stewardship. Given the reservoir's critical importance to ensuring safe, clean water for our communities and to protect public safety, it is imperative that the Anderson Dam Seismic Retrofit Project (ADSRP) move forward proactively

## Focus

- Progress all elements on the Federal Energy Regulatory Commission Order Compliance Project (FOCP) into design/construction
- Begin construction of the Anderson Dam Tunnel Project (ADTP)
- Continue to work with appropriate regulatory agencies to review and obtain approval for all project design plans on the ADSRP.
- Release for review the Draft Environmental Report for the ADSRP.
- Continue to inform the public and neighborhoods of the project progress and construction timeline.
- Balance flood protection, water supply, and environmental flow requirements appropriately for annual operations prior to completion of the construction of ADSRP.

## Monitoring

- FY20 - Monitor project progress through to the Capital Improvement Program Committee and FAHCE Ad Hoc Committee.

## Related Staff Plans

- Safe, Clean Water and Natural Flood Protection Program
- Fish Habitat Restoration Plan
- Coyote Feasibility Study
- Water Supply Master Plan

## Goal: Natural Flood Protection

### Strategy 1: Protect and maintain existing assets and infrastructure.

#### Challenge/Opportunity

Maintenance of Valley Water’s flood protection infrastructure is crucial to ensuring continued protection of our communities; and ensuring the significant local, state, and federal investments in flood protection continue to provide benefits. Timely maintenance is the most cost-effective investment for flood protection, and deferred maintenance disproportionately increases costs. In addition, aging assets are reaching the end of the design life and will require major recapitalization.

#### Focus

- Prioritize funding for maintenance activities to ensure the most cost-effective flood protection investment
- Develop asset management approach to plan for major asset recapitalization
- Develop program to plan for multi-benefit opportunities when major maintenance work is required.

#### Monitoring

- Provide periodic updates to the Board Planning and Policy Committee

#### Related Staff Plans

- Safe, Clean Water and Natural Flood Protection Program

### Strategy 2: Pursue opportunities to improve internal capacity to acquire regulatory permits.

#### Challenge/Opportunity

Valley Water continues to pursue legislative and administrative solutions to resolve regulatory and permitting issues at the federal and state levels. However, recognizing the limits of Valley Water’s ability to change permitting processes, FY21 efforts will focus on improving internal

capacity for applying for permits including centralizing permitting efforts, as well as building trust with regulatory agencies and staying current with the regulatory environment.

### **Focus**

- Provide for Watershed-Wide regulatory planning and permitting effort and pursue other efforts at the state and federal level to expedite permit review.
- Centralize permitting efforts amongst Valley Water staff to improve efficiency of applications and build closer relationships with regulatory agencies.

### **Monitoring**

- Provide regular project updates to the Board Policy and Planning Committee.

### **Related Staff Plans**

- One Water Plan

## **Goal: Environmental Stewardship**

### **Strategy 1: Attain net positive impact on the environment when implementing flood protection and water supply projects.**

### **Challenge/Opportunity**

Valley Water's projects and programs encourage integrated planning to ensure capital improvements, operations, and maintenance activities are balanced with environmental stewardship goals. Valley Water strives to protect and restore habitats to support native species throughout the County.

### **Focus**

- As part of the One Water planning process, develop an integrated water resource plan for each watershed, including appropriate metrics to monitor Valley Water's impacts on and benefit to the environment.
- Ensure that stewardship efforts are integrated and not focused primarily on mitigation.
- Incorporate tribal voices whenever possible.
- Revisit Ends Policy 4 in light of climate change, trails, open space, stewardship, etc.

### **Monitoring**

- Provide regular project updates to the Board on One Water's Watershed Plans.

### Related Staff Plans

- One Water Plan

## Strategy 2: Promote the protection of creeks, bay, and other aquatic ecosystems from threats of pollution and degradation.

### Challenge/Opportunity

Valley Water continues to coordinate with local cities and agencies to improve the health of our local waterways, including pollution prevention and addressing threats to water quality.

Opportunities exist to further collaborate with the county, cities and social services agencies on encampment abatement efforts and to develop long-term solutions for the homeless to keep our creeks clean.

### Focus

- Continue efforts to protect the ecosystem and water quality of our water bodies, the integrity of our infrastructure, and ensure our employees have a safe work environment. Such efforts include preventing stormwater pollution, increased implementation of green stormwater infrastructure, addressing mercury pollution, and homeless encampment clean ups.

### Monitoring

- Provide regular updates to the Board. Provide updates to the Homeless Encampment Committee on strategies to address homeless encampments.

### Related Staff Plans

- Safe, Clean Water and Natural Flood Protection Program

## Strategy 3: Continue the Fisheries and Aquatic Habitat Collaborative Effort (FAHCE).

### Challenge/Opportunity

Valley Water has been working to resolve a water rights complaint surrounding fish, wildlife, water quality, and other beneficial uses in Coyote Creek, the Guadalupe River, and Stevens Creek. Challenges include: obtaining federal and state permits from multiple regulatory

agencies, refining and processing water rights change petitions, the technical complexity of the fisheries impacts analysis, and managing stakeholder expectations.

#### Focus

- Expedite early implementation of feasibility studies, monitoring activities, and planning and construction of various fish passage improvements.
- Integrate with Anderson Dam Seismic Retrofit Project, Coyote Creek, and other new projects.

#### Monitoring

- Continue to monitor through the FAHCE Ad Hoc Committee and provide updates to Board.

#### Related Staff Plans

- Fish Habitat Restoration Plan
- One Water Plan
- Coyote Feasibility Study

## Goal: Business Management

### Strategy 1: Advance diversity and inclusion.

#### Challenge/Opportunity

The Board is committed to providing a work environment that is diverse, inclusive, free of discrimination and harassment, and provides equal opportunity employment. This includes both internal policies as well as improving access to opportunities at Valley Water by broadening recruitment efforts with a wide range of partners.

#### Focus

- Continue research on best practices to understand the changing landscape of diversity and inclusion to identify where continued investment is necessary.
- Develop Board's vision for Valley Water as a diverse and inclusive organization.

#### Monitoring

- Provide regular updates to Diversity & Inclusion Ad Hoc Committee and the full Board.

### Related Staff Plans

- ???

## Strategy 2: Maintain appropriate staffing levels and expertise.

### Challenge/Opportunity

The Board recognizes that Valley Water’s workforce is the critical component to accomplishing its mission and all the goals and strategies in this work plan. As such, the Board is very committed to ensuring that admin staff are able to recruit capable employees with knowledge and subject-matter expertise, and to continue training staff to meet changing skills and capacity needs. Challenges include a high vacancy rate and limited number of recruiters, staff difficulties in prioritizing training aside work priorities, and changes in staffing needs, such as expertise in classification methodologies and project management.

### Focus

- Finalize a long-term staffing strategy that aligns with Water Supply Master Plan, Capital Improvement Program, Operations & Maintenance plans, etc..
- Develop classification career ladders to provide understanding of requirements for professional growth.
- Consider opportunities to grow the pipeline from Valley Water intern program to staff positions.

### Monitoring

- TBD

### Related Staff Plans

- ???

## Strategy 3: Provide affordable and cost-effective level of services.

### Challenge/Opportunity

The Board understands that it needs to regularly evaluate the financial status of the organization to ensure the level of services provided are reasonable and cost-effective. As such, continued

research is necessary to pursue feasible revenue sources allowed by the District Act in order to deliver affordable and effective services while controlling expectations with regard to what Valley Water can achieve and what it can afford to do.

**Focus**

- Establish benchmarking with other agencies, particularly water agencies, in order to understand areas for improvement.

**Monitoring**

- Utilize the Financial Sustainability Working Group to gather information and evaluate ideas and bring recommendations to the full Board.

**Related Staff Plans**

- Operating and Capital Budget

## **Goal: Climate Change**

### **Strategy 1: Address future impacts of climate change to Valley Water’s mission and operations.**

**Challenge/Opportunity**

Valley Water's ability to fulfill its missions may be challenged in the future by the potential of warmer temperatures, changing weather patterns, reduced snow pack and rising sea levels. Valley Water has been working on greenhouse reduction efforts since 2008, but seeks to do more to understand, mitigate and adapt to the future impacts of climate change.

**Focus**

- Develop a vision for how Valley Water thinks about and responds to Climate Change throughout the organization.

**Monitoring**

- Provide periodic updates to the Board Policy and Planning Committee and the full Board.

**Related Staff Plans**

- Climate Change Action Plan







# Santa Clara Valley Water District

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**File No.:** 20-0548

**Agenda Date:** 7/8/2020  
**Item No.:** 4.2.

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## **COMMITTEE AGENDA MEMORANDUM**

### **Board Policy and Planning Committee**

**SUBJECT:**

Work Plan, Meeting Schedule and Accomplishments Report.

**RECOMMENDATION:**

- A. Review the Board Policy and Planning Committee's Work Plan and Accomplishments Report and incorporate any new tasks; and
- B. Schedule Committee meetings as appropriate.

**SUMMARY:**

This item allows the Committee to review its 2020 Work Plan, meeting schedule and accomplishments report and identify additional tasks and schedule meetings as appropriate.

**ATTACHMENTS:**

Attachment 1: 2020 BPPC Work Plan & Accomplishments Report

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-211.



2020 Board Policy and Planning Committee Work Plan and Schedule

Subject	Task	1/27/2020	2/24/2020	3/23/2020	4/27/2020	5/25/2020	6/22/2020	7/27/2020	8/24/2020	9/28/2020	10/26/2020	11/23/2020	12/28/2020
<b>Board Planning Process</b>	<b>A. Provide Support for Board Planning Activities</b>												
	1. Develop FY20-21 Board Policy Planning and Performance Monitoring Calendars					X							
	2. Planning for Board's FY21-22 Strategic Planning Workshop	X								X			
	3. Discuss FY20-21 Board Budget Message & Board Work Plan		X	X									
	<b>B. Provide Support for Board Policy Review</b>												
	1. Report on Outreach Plan for use of District Property for Trails												
	2. Outreach Findings on the Untreated Surface Water Program			X									
	3. Develop new Ends Policy reflecting the Board's Goals and Objectives for affordable and effective level and costs of services, and associated strategies to achieve the goals and objectives for Flood Protection Projects.												
4. Review Ends Policy 4 to properly document Board's vision and monitoring process on Flood Protection, Stream Stewardship, Trails, Open Space Preserve, and Climate Change policies.													
<b>Board Committees Principles and</b>	<b>C. Align Board Committees' Work Plans with Board Planning Calendar</b>												
	1. Review Effectiveness of Board Advisory Committees (External)												
<b>Other Assignments Requested by Board</b>	<b>D. Other Assignments as Requested by the Board</b>												

2020 Board Policy and Planning Committee Accomplishments Report

Subject	Task	Action Taken
<b>Board Planning Process</b>	<b>A.</b> Provide ongoing support for Board Planning Activities	
	1. Develop FY21 Board Policy Planning and Performance Monitoring Calendars	
	2. Planning for Board's FY21-22 Strategic Priorities Workshop	
	3. Discuss FY20-21 Board Budget Message and Board Work Plan	
	<b>B.</b> Provide Support for Board Policy Review	
	1. Report on Outreach Plan for use of District Property for Trails	
	2. Outreach Findings on the Untreated Surface Water Program 3. Develop new Ends Policy reflecting the Board's Goals and Objectives for affordable and effective level and costs of services, and associated strategies to achieve the goals and objectives.	
<b>Board Committees Principles and Structures</b>	<b>C.</b> Align Board Committees' Work Plans with Board Planning Calendar	
<b>Board &amp; Organization Performance Monitoring</b>	1. Review Effectiveness of Board Advisory Committees (External)	
	<b>D.</b> Assignments as directed by the Board	

TO: VW BPPC – Hon. Nai Hsueh (Chair), Hon. Barbara Keegan, and Hon. Linda LeZotte  
CC: Michele King and Interested Parties  
FR: Trish Mulvey (650)326-0252 or [mulvey@ix.netcom.com](mailto:mulvey@ix.netcom.com)  
ON: July 7, 2020  
RE: Valley Water Board of Directors *Draft* FY21 Work Plan

As you know, I understand and appreciate the fact that developing Board work plans is itself “a work in progress” that has come a long way since your efforts began. The draft you are considering today does make a good start at addressing many of the themes identified in the January “2020 Strategic Planning Retreat Discovery Summary.” But it does not take the next step of providing SMART Objectives for each Focus bullet:

- Specific
- Measureable
- Actionable
- Results Oriented and
- Time Bounded

Nor is it clear what “work” is expected of the Board beyond the myriad of what I would call “track and encourage” monitoring activities for each strategy.

The best example of what I was hoping to see throughout this work plan is the second focus bullet for Strategy 3: Lead Recycled and Purified Water Efforts with committed partners –

- “Elevate discussion with San Jose from staff to elected official level and include City of Santa Clara and other wastewater agencies in order to reach a decision point on a project by mid-September 2020.” (Page 4)

As you consider next steps, I hope this Board Policy & Planning Committee will give yourselves a task to develop SMART Objectives for each Focus bullet by the end of 2020 in preparation for creating the Board FY22 Work Plan. Each Objective “needs to tie more closely with Staff efforts,” with other Valley Water plans, and with the Key Performance Indicators in the voter approved Safe Clean Water and Natural Flood Protection measure.

Thanks for considering this suggestion.