



BOARD POLICY AND PLANNING COMMITTEE

MINUTES

**Monday, March 25, 2019
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 (Committee) was called to order at 2:00 p.m. on March 25, 2019, 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 Barbara Keegan-District 2, constituting a quorum.

Staff members in attendance were Yvonne Arroyo, Usha Chatwani, Jessica Collins, Michal Helman, Michele King, Lisa Porcello, Melanie Richardson, Sue Tippets, and Tina Yoke.

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

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 who wished to speak.

3. Approval of Minutes

3.1 Approval of Minutes – February 25, 2019.

The Committee considered the attached minutes of the February 25, 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 Policy for Use of Valley Water Property for Trails.

Ms. Michal Helman, Government Relations Fellow, reviewed the information on this item per the agenda memo and presentation.

The Committee reviewed the proposed outreach and engagement plan, the proposed members of the technical advisory committee and community meeting participants, and development timeline, and provided some additional input and requested that staff engage Communications to help with outreach and meeting logistics.

Mr. Doug Muirhead, Morgan Hill resident, requested that the public be kept aware of the policy development progress. He also suggested that the Open Space Credit (OSC) engagement process be followed to allow for better public participation.

Mr. Ilango Ganga, Cupertino resident, expressed a desire for creek neighbor participation in the Technical Advisory Committee workshops; and concerns for creek trail locations, safety standards, and set back guidelines.

The Committee requested that staff:

1. Review the OSC public participation process and incorporate some methods into this approach to keep the public informed and engaged;
2. Involve Communications to assist with outreach and meeting logistics; most importantly increasing the number of community meetings in the city of San Jose;
3. Ensure that the development schedule is flexible; and
4. Present the updated Trails Policy framework and public outreach plan to the full Board.

4.2 Policy for Maintenance Role/Responsibility for District-Owned and Non-District Owned Unimproved/Natural Creek and Creekside Land (Continued from 1/31/19).

Ms. Sue Tippets, Deputy Operating Officer, reviewed the information on this item per the agenda memo and attachment.

The Committee requested that staff:

1. Include estimated costs for District to maintain all creeks in the county;
2. Include outreach information that has been developed and distributed on this subject in the Board agenda item;
3. Develop a plan to educate city staff and elected officials on responsibility of maintaining creeks owned by their agencies; and
4. Develop an outreach process to inform real estate professional on creek maintenance responsibilities required by those properties that own creek side land; and
5. Present the update proposed policy to the full Board.

4.5 Review February 27, 2019 Email from Mr. Doug Muirhead Regarding Role of the Safe, Clean Water and Natural Flood Protection (SCW) Independent Monitoring Committee (IMC).

Committee Chair Hsueh and Mr. Muirhead reviewed the information on this item per agenda memo and attachment.

The Committee and Mr. Muirhead discussed the role and responsibility of the IMC; the need for succession planning and knowledge retention for committee members; the process for modifying program KPIs to better communicate outcomes to constituents; and the program audit process and schedule.

The Committee requested that staff prepare a response to Mr. Muirhead's email, incorporating the Committee input on his listed concerns.

4.6 Work Plan, Meeting Schedule and Accomplishments Report.

Ms. Michele King, Clerk of the Board, reviewed the information on this item per the agenda memo and attachment.

The Committee moved their May 27th meeting to May 20th due to the Memorial Day holiday, and requested that the Trails Outreach Plan and Policy for Maintenance of Creeks be added to the Board calendar for future presentation to the Board.

5. Clerk Review and Clarification of Committee Requests.

Ms. King reviewed the following Committee Requests:

- Policy for Use of Valley Water Property for Trails - Staff to:
 1. Review the OSC public participation process and incorporate some methods into this approach to keep the public informed and engaged;
 2. Involve Communications to assist with outreach and meeting logistics; most importantly increasing the number of community meetings in the city of San Jose;
 3. Ensure that the development schedule is flexible; and
 4. Present the updated Trails Policy framework and public outreach plan to the full Board.

- Policy for Maintenance Role/Responsibility for District-Owned and Non-District Owned Unimproved/Natural Creek and Creekside Land – Staff to:
 1. Include estimated costs for District to maintain all creeks in the county;
 2. Include outreach information that has been developed and distributed on this subject in the Board agenda item;
 3. Develop a plan to educate city staff and elected officials on responsibility of maintaining creeks owned by their agencies; and
 4. Develop an outreach process to inform real estate professional on creek maintenance responsibilities required by those properties that own creek side land; and
 5. Present the update proposed policy to the full Board.

- Review February 27, 2019 Email from Mr. Doug Muirhead Regarding Role of the Safe, Clean Water and Natural Flood Protection (SCW) Independent Monitoring Committee (IMC) – Staff to prepare a response to Mr. Muirhead's email, incorporating the Committee input on his listed concerns.

6. Adjourn:

Committee Chair Hsueh adjourned the meeting at approximately 3:55 p.m. to the next meeting on April 22, 2019, at 2:00 p.m. in the Santa Clara Valley Water District Board Conference Room A-124, 5700 Almaden Expressway, San Jose, California



Michele L. King, CMC
Clerk of the Board

Approved:

4/29/19