



BOARD POLICY AND PLANNING COMMITTEE

MINUTES

**MONDAY, July 6, 2018
11:00 AM**

(Paragraph numbers coincide with agenda item numbers)

1. Call to Order

1.1 Roll Call

A meeting of the Santa Clara Valley Water District Board Policy and Planning Committee (Committee) was called to order at 11:00 a.m. on July 5, 2018, at the District Headquarters Building Board Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Board Members in attendance were: Director Nai Hsueh-District 5; Director John L. Varela-District 1; and Director Barbara Keegan-District 2 constituting a quorum.

Staff members in attendance were: Kurt Arends, Rechelle Blank, Rick Callender, Anil Comelo, Vincent Gin, Michele King, Candice Kwok-Smith, and Sue Tippets

Arthur Keller, Environmental and Water Resources Committee Vice Chair was in attendance.

1.2. 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.

Mr. Doug Muirhead, Morgan Hill resident, requested that the Committee consider looking at the amount of details provided in staff's recommendations to the Board on consultant service contract awards, to allow for additional transparency in the process.

Committee Chair Hsueh requested that staff provide Mr. Muirhead with a copy of the District's standard practice on the consultant selection and purchasing processes, and their applicability with regulations and other agency's standard processes (IBMR-18-0009).

2. Approval of Minutes

2.1 Approval of Minutes – May 21, 2018.

It was moved by Director Varela, seconded by Director Keegan, and unanimously carried that the minutes of the May 21, 2018 meeting be approved as presented.

Committee Chair Hsueh stated that Item 3.3 would be taken after Item 4.2.

3. **Old Business**

3.1 Follow up on Untreated Surface Water Program Update.

Committee Chair Hsueh acknowledged receiving an inquiry from Mr. Keller containing several questions relevant to this item, identified as Handout 3.1-A and attached hereto. Copies of the handout were distributed to the Committee and made available to the public. In response to Mr. Keller's questions, Mr. Arends distributed a memo identified as Handout 3.1-B and attached hereto. Copies of the handout were distributed to the Committee and made available to the public. Committee Chair Hsueh requested that staff follow up with Mr. Keller after the meeting.

Mr. Kurt Arends, Deputy Operating Officer, reviewed the information on this item per the attached Committee Agenda memo and answered Committee questions regarding current service requests and the appeals process.

The Committee provided input/feedback as follows:

- Ensure that any service requests provided to the board include complete details on the use of the water.
- Identify and explain the true costs associated with supplying this water.
- Identify exception criteria and specific circumstances where these criteria would be applied.
- Identify benefits and potential losses to the District if this water is provided, or is not provided.
- Identify any public benefit.
- Identify if there are opportunities for an interagency agreement, as an exception.

Mr. Arthur Keller, Environmental and Water Resources Committee Vice Chair, suggested that the exclusion principles be expanded to include specific exception criteria.

Mr. Muirhead provided some additional information regarding water use on land which the Open Space Authority manages.

The Committee requested that staff work with Committee Chair Hsueh and Clerk of the Board to prepare a draft Board agenda item, for the next committee meeting, that includes information on the untreated surface water program, challenges the District is facing and what is trying to be achieved, related program options, and incorporates feedback provided by the Committee.

3.2 Board Strategic Plan.

Ms. Candice Kwok-Smith, Board Support Officer, reviewed the information on this item, per the attached Committee Agenda memorandum, detailing the revisions that were made since the plan was presented to the Committee in June.

Mr. Keller suggested adding an index or reference to the long-term, on-going programs and plans, i.e. Five-Year Capital Improvement Program, Safe, Clean Water Program, various master plans, etc., which require Board direction. He also stated that the reference to objectives in the second section was confusing, and that perhaps a description defining the objective of each core area could be included.

Mr. Muirhead submit comments on this item, as referenced in the attached Handout 3.2-B. Copies of the handout were distributed to the Committee and made available to the public.

Mr. Muirhead suggested that the language in the report be written so that a general member of the public can understand and follow; and that separation of the two sections get in the way and are had to match; they should be integrated.

The Committee requested that staff work with Committee Chair Hsueh on specific editorial comments, the Communications Department to incorporate an index or diagram on the long-term, on-going District programs/plans, incorporate Mr. Keller and Mr. Muirhead's comments, where applicable, and return to the Committee at the July 23, 2018 meeting with a revised draft.

Committee Chair Hsueh moved the agenda to Item 4.1.

4. **New Business**

4.1 Update on the Master Reservoir Lease Negotiations with Santa Clara County Parks and Recreation.

Mr. Rick Callender, Chief of External Affairs, provided an update on the negotiation progress with the County, and stated that he expects to have all issues resolved prior to the Board's Closed Session on July 10, 2018. Once finalized, the documents that will be presented to the Board for consideration are a resolution adopting principles, a master partnership agreement that will replace the master reservoir lease, a master license agreement, and a memorandum of agreement.

4.2 Development of Draft Fiscal Year 2019 Board Policy Planning and Performance Monitoring Calendars.

Michele King, Clerk of the Board, reviewed the information on this item, per the attached memorandum, detailing the updates on both calendars that reflect new dates of reoccurring items, and removes items that were one-time reports and items that had already been presented or are no longer a board priority.

The Committee provided additional edits and requested that the updates be incorporated and that the draft calendars be presented to the Board in August for review and approval.

Committee Chair Hsueh returned the agenda to Item 3.3

3.3 Work Plan, Meeting Schedule and Accomplishments Report.

The Committee reviewed the workplan, discussed upcoming items, and agreed to hold the July 23, 2018 meeting as scheduled.

5. **Adjourn**

5.1 Clerk Review and Clarification of Committee Requests.

Untreated Surface Water Program Update. The Committee requested that staff work with the Committee Chair and Clerk of the Board to prepare a draft Board agenda item for the next committee meeting that includes information on the untreated surface water program, challenges the district is facing and what is trying to be achieved, related program options, and incorporates feedback provided by the Committee.

Board Strategic Plan. The Committee requested that staff work with the Committee Chair on specific editorial comments, the Communications Department to incorporate an index or diagram on the long-term, on-going District programs/plans, incorporate Mr. Keller and Mr. Muirhead's comments, where applicable, and return to the Committee at the July 23, 2018 meeting with a revised draft.

Development of Draft Fiscal Year 2019 Board Policy Planning and Performance Monitoring Calendars. The Committee requested that the updates be incorporated and that the draft calendars be presented to the Board in August for review and approval.

5.2 Adjourn

Committee Chair Hsueh adjourned the meeting at approximately 1:00 p.m. to the next regularly scheduled meeting on July 23, 2018.



Michele L. King, CMC
Clerk of the Board

Approved: 7/24/18