

CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

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# MINUTES

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**MONDAY, SEPTEMBER 14, 2020  
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER/ROLL CALL**

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 – Conference Room A-124, 5700 Almaden Expressway, San Jose, California at 10:00 a.m.

1.1 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.

Director Estremera arrived as noted below.

Staff members in attendance were Michele King, Clerk, Board of Directors, J. Aranda, L. Bankosh, R. Blank, L. Bolger, J. Collins, M. Cook, N. Dominguez, R. Fuller, F. Ganjoo, R. Gibson, C. Hakes, J. Martin, H. McMahon, D. Montenegro, L. Orta, J. Reed, and N. Santos.

Chair Hsueh moved the Agenda to Item 3.

**3. APPROVAL OF MINUTES.**

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the August 10, 2020 meeting. It was moved by Director LeZotte, seconded by Chairperson Hsueh, and carried that the minutes be approved as presented. Director Estremera was absent.

Chair Hsueh returned the agenda to Item 2.

**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.

**4. ACTION ITEMS**

**4.1. Capital Project Monitoring - Construction.**

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

Chair Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1 were presented by staff as follows: Mr. Heath McMahon, Deputy Operating Officer reviewed Items 1 through 10, Ms. Rechelle Blank, Deputy Operating Officer, reviewed Items 11 – 18, Mr. Mike Cook, Deputy Operating Officer, reviewed Items 19 and 20.

Director Estremera arrived during presentation of Item 4.1

The Committee noted the information without formal action.

**4.2. Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.**

Recommendation: Receive information on upcoming consultant agreement amendments for capital projects.

Ms. Blank, Mr. Chris Hakes, Deputy Operating Officer, and Ms. Jessica Collins, Watersheds Business Planning and Analysis Manager, reviewed the information on this item per the attached Committee Agenda Memo as follows: Ms. Blank reviewed Items 1 and 2, Mr. Hakes reviewed Items 3 through 5, and Ms. Collins reviewed Item 6.

The Committee noted the information without formal action.

**4.3. Contracts Compliance: New Approval Process for Consultant Agreement Amendments for Capital Projects.**

Recommendation: Receive a status update as it relates to the Contracts Compliance Process, including the new approval process for consultant agreement amendments, and provide feedback as necessary.

Ms. Rosalyn Fuller, Deputy Administrative Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

The Committee requested staff do more fine tuning of the consultant agreement amendment approval process with regard to the design and planning stages to address contract compliance concerns, process monitoring checkpoints, redundancies, and the quality of consultant's work, and bring the item back to the Committee for further discussion.

- 4.4. Information on the Calabazas and San Tomas Aquino Creek Realignment Project, a Part of Salt Ponds A5-11 Restoration (Project Number 20444001), and the Availability of Grant Funds from the San Francisco Bay Restoration Authority (Measure AA) and from the Ocean Protection Council (Proposition 68).

Recommendation: Receive information on the Calabazas and San Tomas Aquino (STA) Creek Realignment Project, a part of Salt Ponds A5-11 Restoration (Project Number 20444001) and the availability of Measure AA and Proposition 68 grant funds for planning, permitting, design, data collection and analysis, California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) documentation; and provide feedback, as necessary.

Mr. Michael Haggarty, Program Administrator, and Ms. Judy Nam, Senior Water Resources Specialist, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

Staff to bring the Calabazas and San Tomas Aquino (STA) Creek Realignment Project Feasibility Study to the Committee at a future meeting and receive feedback as necessary.

- 4.5. Review 2020 Capital Improvement Committee Work Plan.

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

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

The Committee noted the following items to be included in the October 22, 2020, CIP Committee agenda:

- Project Delivery Process
- Significant Project Plan Updates
- Capital Project Monitoring - Design

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

Ms. Natalie Dominguez, Assistant Deputy Clerk II, confirmed there were no new Committee Recommendations and Requests for Board consideration.

The following direction to staff was recorded:

Item 4.3:

The Committee requested staff do more fine tuning of the consultant agreement amendment approval process with regard to the design and planning stages to address contract compliance concerns, process monitoring checkpoints, redundancies, and the quality of consultant's work, and bring the item back to the Committee for further discussion.

Item 4.4:

Staff to bring the Salt Ponds A5-11 Restoration Project (Project Number 20444001) feasibility study, which will include the Calabazas and San Tomas Aquino (STA) Creek Realignment, to the Committee at a future meeting and receive feedback as necessary.

**7. ADJOURN**

Chairperson Hsueh adjourned the meeting at 11:45 a.m., to the next scheduled meeting at 10:00 a.m., on Monday, November 19, 2020, via Zoom video teleconference.

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

Approved: October 19, 2020