

## BOARD OF DIRECTORS

JOHN L. VARELA – CHAIR  
RICHARD P. SANTOS – VICE CHAIR  
LINDA J. LEZOTTE  
NAI HSUEH  
TONY ESTREMER  
GARY KREMEN  
BARBARA KEEGAN

DISTRICT 1  
DISTRICT 3  
DISTRICT 4  
DISTRICT 5  
DISTRICT 6  
DISTRICT 7  
DISTRICT 2

MICHELE L. KING, CMC      CLERK OF THE BOARD  
NORMA J. CAMACHO      INTERIM CEO  
STAN YAMAMOTO      DISTRICT COUNSEL

# Santa Clara Valley Water District

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AN EQUAL OPPORTUNITY EMPLOYER



# CONDUCT OF MEETINGS

Welcome to a meeting of the Board of Directors of the Santa Clara Valley Water District. Whether or not you've been here before, you'd probably like to know how our Directors conduct their meetings and, if you're here to speak on a topic, you probably want to know how to address the Board. Most of the things you may wish to know are explained here. If you have further need for information or assistance, ask the Clerk of the Board, who will be glad to help you. Again, welcome and enjoy the meeting.

## THE BOARD AND ITS MEETINGS

The District's Board of Directors is composed of seven members, each elected from equally-divided districts which are drawn through a formal process. The District Board is the governing body of the Santa Clara Valley Water District. The Board meets in the Headquarters Board Room at 5700 Almaden Expressway, San Jose, to discuss District business the second and fourth Tuesday of each month beginning at 6:00 p.m. Items to be discussed at each meeting are placed on an agenda (available outside the Board Room), which is posted in accordance with the Ralph M. Brown Act, at least 72 hours prior to a regular Board meeting and 24 hours prior to a special Board meeting. Anyone can make a request to the Board of Directors that an item within the subject jurisdiction of the District be placed on a future Board agenda. You may do so by sending a letter addressed to the chairperson of the Board of Directors stating the subject, outcome desired, and other pertinent information. The Clerk of the Board will contact you regarding your request. Copies of written material are provided to each Board member, executive staff, and the news media by request from the Clerk.

## HOW THE MEETINGS OPERATE

All meetings of the Board of Directors are called to order by the Chair of the Board, who then asks the Clerk of the Board to call the roll.

Action on items on the agenda is then taken one by one, with the exception of the consent calendar. The consent calendar is generally handled by one motion.

Several things may happen with regard to each individual item on the agenda by order or direction of the Chair, or by a vote of the Board.

- It can be discussed with an ACTION TAKEN.
- It can be discussed, then ordered CONTINUED until later in the meeting or to another meeting.
- It can be REFERRED TO THE STAFF of the District for further recommendation.
- It can be noted with NO ACTION taken.

ORDINANCES AND RESOLUTIONS require a roll call vote for adoption.

PUBLIC COMMENT on any item not on the agenda is limited to three (3) minutes unless otherwise ordered by the Chair. With few exceptions, only items on an agenda can be acted on by the Board. If Board action is required, the matter can be placed on a future agenda.

## ORDERS OF THE DAY AND SPECIAL REQUESTS—PERSONAL APPEARANCES

At the request of a member of the Board, or at the request of a member of the public (made to the Clerk of the Board who in turn addresses the Board), the Chair, with concurrence of a majority of the Board, may take out of order any item on the agenda that is not scheduled as a "time certain." This allows those who must leave before the agenda item is expected to be discussed to make a comment to the Board. Comments should be limited to 3 minutes.

TIME CERTAIN items are placed on the agenda by the Clerk of the Board for 6:00 p.m. unless otherwise requested.

## PUBLIC HEARINGS

There are several activities of the District which by existing law require formal public hearings. These are differentiated from the usual public Board meeting and from public meetings conducted by the staff, at which matters of interest are formally and informally discussed. At a public hearing, the Chair asks the Clerk to present correspondence received by the Board pursuant to the public hearing procedures and regulations as specified in the public notice of its hearings. This is followed by a request of the Chair for the District staff to present their recommendations or plans concerning the matter about which the public hearing was called.

Members of the public are then asked by the Chair to present their views on the item being discussed. The

chair may set time limits. Both oral and written views may be presented. The hearing is then closed, after which action may be taken by the Board or the matter may be continued until a later date.

## TO ADDRESS THE BOARD

If you wish to address the Board, please complete a Request to Speak form, available outside the Board Room and at the Clerk's desk, and hand it to the Clerk of the Board prior to the meeting. The form will be given to the Chair. Your participation at the Board meeting is encouraged; but you will be most effective if you address the Board in the appropriate manner and at the appropriate time.

You should address the Board only when you wish to discuss a topic under immediate discussion. If you wish to address the Board about another topic further along on the agenda, wait until that agenda item is taken up by the Board.

To address the Board, when your name is called, step to the public podium and give your name. It is helpful for the record if you also give your city of residence, and affiliation, if any. You are addressing the Board, not one member, not the staff, nor the public in attendance. Please speak loudly enough to be heard by all in attendance.

After you have given the above information, you should speak at a length prescribed by the Chair. You are asked to do so in a courteous manner. You may from time to time be asked questions by the Board, which you are encouraged to answer to the best of your ability to aid the Board in better understanding your presentation.

## SUBMITTING MATERIALS TO THE BOARD

Correspondence and materials related to Board items can be submitted to the Board by any of the following methods: By email to [board@valleywater.org](mailto:board@valleywater.org); by mail to Board of Directors, 5750 Almaden Expressway, San Jose, CA 95118; by hand delivery to Clerk of the Board, 5700 Almaden Expressway, San Jose, CA 95118; or by fax to (408) 266-2897. Materials will be distributed to the Board as follows: Items received by 5:00 p.m. on Thursday prior to the Board meeting will be distributed to the Board and public, as part of the final Board meeting package; items received by 3:00 p.m. on the day of the subject Board meeting will be distributed to the Board and made available to the public at the meeting; and items submitted during the period of public comment will be noted by the Board and made part of the meeting record archives.

## PUBLISHED AGENDA MATERIALS

Copies of published agenda materials can be viewed and downloaded from the District website at [www.valleywater.org](http://www.valleywater.org). In addition, printed copies are available for public viewing on the Public Table, during Board meetings. Limited copies of some materials may also be available at the Public Table, or can be requested from the Clerk of the Board Office.

## THANK YOU

The Board thanks you for your attendance at today's meeting and encourages your participation in any future projects of interest or concern to you. If you wish further information, please feel free to speak to a staff member in attendance at the meeting or call us at (408) 265-2600. You can also visit our offices at 5700 Almaden Expressway in San Jose, Monday through Friday from 8 a.m. to 5 p.m., or on the web at [www.valleywater.org](http://www.valleywater.org).

# ABOUT THE DISTRICT . . .

District history can be traced back to 1929, when the Santa Clara Valley Water Conservation District was formed. A combination of increased water demand and low annual rainfall in the early part of this century depleted underground water supplies, which in turn caused great concern among farmers in the agriculturally dominated valley. With a vote margin of nine to one, the people created the District, which immediately set about to build conservation dams and groundwater recharge (percolation) facilities. The effort helped to restore the underground water supply for the central and north valley area.

Groundwater replenishment also served another purpose—to stop land subsidence. In 1933, it was announced that about 200 square miles of land from Redwood City to Coyote, and from Alum Rock to Los Gatos were sinking. (By 1969, the land surface elevation had dropped 13 feet in downtown San Jose and 10 feet in Alviso.)

By building reservoirs and recharge facilities, many of the water supply problems in the valley were solved until a 30-year population boom began in the 1940s. Historic lows in the water table, dry wells, continued land surface

subsidence and a threat of saltwater intrusion were experienced. As a result, the conservation district built more dams and made plans for importing supplies from the Federal San Felipe Project.

At the same time, in the early 1950s, the Santa Clara County Flood Control and Water District was formed. This other public agency was empowered to solve flood and water supply problems on a countywide basis. In the early 1960s, the agency contracted with the State of California to import water through the South Bay Aqueduct of the State Water Project.

In 1968, the two districts consolidated to create today's countywide water management agency, Santa Clara Valley Water District. Conservation, importation and reclamation of water, improving use of existing supplies, weather modification, flood control, coordinating other community water-related programs, and seeking out and listening to public comment are key elements of District activity.