

**San Francisquito Creek Joint Powers Authority
October 23, 2008 Board Meeting
Agenda Item 2
September 26, 2008 Regular Meeting Minutes**

Chairperson Abrica called the meeting to order at 4:03 p.m. at the City of Palo Alto Council Chambers, 250 Hamilton Avenue, Palo Alto CA

DRAFT

1) ROLL CALL

Members Present: Chairperson Abrica, City of East Palo Alto
Director Gordon, San Mateo County Flood Control
Director Drekmeier, City of Palo Alto
Director Kwok, Santa Clara Valley Water District

Members Absent: Director Robinson, City of Menlo Park

Alternates Present: None

Associate Members: Stanford

JPA Staff Present: Len Materman, Executive Director
Kevin Murray, Staff
Miyko Harris-Parker, Staff

Legal Counsel Present: Greg Stepanicich

Others Present: Joe Teresi, City of Palo Alto; Trish Mulvey, Palo Alto Resident;
Art Kraemer, Palo Alto resident; Jerry Hearn, Acterra; Tom
Zitterman, Stanford

2) APPROVAL OF SPECIAL MEETING MINUTES JULY 24, 2008

Minutes approved 4-0.

3) APPROVAL OF AGENDA

Agenda approved 4-0.

4) CONSENT CALENDAR- Thank you letter to Congresswoman Eshoo

Director Kwok asked that the JPA Board be cc'd. Approved 4-0.

5) PUBLIC COMMENT-

None.

6) REGULAR BUSINESS – EXECUTIVE DIRECTOR REPORT

Santa Clara Valley Water District discussions

Executive Director Len Materman provided the Board with a brief outline of the various meetings he and JPA project Manager, Kevin Murray, have had with the SCVWD. Mr. Materman stated that the meetings were positive and productive.

Director Kwok stated that he and the SCVWD board and staff are looking forward to working with Mr. Materman. Director Drekmeier thanked Mr. Materman for his exceptional work to date.

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Early Implementation Projects: priority setting process

Mr. Materman stated that in the best interest of everyone involved the JPA needs to move forward to narrow the EIP list from seven to one or two options that are feasible to work with. Mr. Materman stated that he would like to have this done by the October meeting so that the JPA Board can make a decision to hire a consultant and begin a study on the options. Mr. Materman said that he anticipates the narrowed down options to include projects between East Palo Alto and 101 and upper retention.

Director Kwok stated that public outreach is extremely important and needs to be a major focus in the EIP.

Director Drekmeier stated that he has had many conversations with people regarding a project for wet-dry basin as it could have a bigger impact than a retention basin.

Mr. Murray stated that the idea has been mentioned especially since 1990; however the process is extremely expensive.

Jason Christie, SCVWD, this process was a consideration of the Permanente project. Mr. Christie stated that since this type of project is a dam project it is hard to get through the permit process.

U.S. Army Corps of Engineers progress and FY 2008-09 plan

Mr. Materman stated that he, Mr. Murray and Mr. Christie have had several meetings with the Corp and they are working on creating a feasible work schedule for the project. Mr. Murray stated that the work schedule also includes working on future project agreements.

Signature of remaining Army Corps of Engineers Federal Cost Share Agreement documents

Mr. Murray stated that these agreements were unfortunately left out of the original Feasibility signing packet. Mr. Murray reminded the Board that they had already approved these agreements and that they just needed the signature of the Chair.

7) INFORMATIONAL ITEMS –

Administrative items: office space, JPA URL and FY 2007-2008 JPA Audit

Mr. Materman shared with Board that staff is currently looking at two prospective office sites and that there will be more information on the status at the October meeting. Mr. Materman told the Board that staff is trying to work as fast as possible in regards to finalizing the office move and that legal has a copy of the lease to look at.

Mr. Materman told the Board that the JPA has its own URL now and that he hopes to have the agency running its own website soon.

Mr. Materman reminded the Board that the annual audit is being conducted and the expected presentation to Board of the FY07-08 financials is November. Director Kwok asked who was performing the audit this year. Finance and Office Administrator, Miyko Harris-Parker, stated that Kevin W. Harper, CPA is conducting the audit. Ms. Harris-Parker reminded the Board that they approved renewing the contract with Mr. Harper April.

Annual maintenance walk summary

Mr. Murray gave a brief report on the annual maintenance walk. Mr. Murray stated that each member agency has been notified of the areas their crews are to clean up. Mr. Murray thanked Joe Teresi for his leading role in this year's maintenance clean up.

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Director Drekmeier asked for an update on the arundo situation. Mr. Murray stated that he has been in contact with owner and that the owner has special concerns in regards to his piece of the creek specifically regarding traffic issues. Mr. Murray stated that he and staff from the member agencies as well as MPD are looking for a more complete plan on how to deal with this issue. Mr. Murray continued to say that the owners are currently out of the country and therefore there has been difficulty in having further discussions.

Director Drekmeier asked if the arundo is spreading. Mr. Murray said that he is not aware of any spreading and that Watershed Council used to handle the oversight of this issue.

Art Kraemer, Palo Alto resident, stated that there is a small patch close to University.

Mr. Teresi shared with the Board that the coastal clean-up event estimated a cleanup of 400 lbs. of garbage from two areas of San Francisquito Creek.

Director Drekmeier stated that he had heard that there were about 300 volunteers and he wondered if everything ran smoothly with such a large group of volunteers.

Jerry Hearn, Acterra, stated that he was present for a portion of this year's cleanup event and that they were swamped. Mr. Hearn said that a lot of people came up empty handed which was a great surprise to see that the creek was that clean. Mr. Hearn stated that those in charge of the cleanup are going to have design a better way of spreading people out. Mr. Hearn said that about 50% of this year's volunteers were young people and it was great.

- 8) **BOARD AND ASSOCIATE MEMBER REPORTS** - *Agendized reports from Board and/or Associate Members requesting Board action.* – None.
- 9) **BOARD AND ASSOCIATE MEMBER MATTERS** - *Non-agendized comments, requests, or announcements by Board and/or Associate members, no action may be taken.* None
- 10) **ADJOURNMENT:**

Chairperson Abrica adjourned the meeting at 4:28 pm.

Minutes prepared by: Miyko Ann Harris-Parker
Clerk of the Board