

San Francisquito Creek Joint Powers Authority

November 20, 2008 Board Meeting

Agenda Item 6

Executive Director's Report

With the help of Kevin Murray and Miyko Harris-Parker, I am pleased to submit the following:

a) Comprehensive Plan (Feasibility Study)

Since its inception, the JPA has – not surprisingly – referred to the ongoing Feasibility Study with the U.S. Army Corps of Engineers as the “Feasibility Study”. Regarding a watershed flood prevention and environmental protection plan, this term is understood by Corps staff and others who work with the Corps. Yet it is not a term that is commonly used by the general public in this context. In dealing with the Corps and consultants it makes sense for the JPA to use the term; yet, I feel the JPA should label its work in ways that the public can easily identify with and get behind. For this reason, I suggest that we refer to the Feasibility Study as our “Comprehensive Plan”, which will make it easier to explain how our capital projects fit within the context of an overall strategy to make people safer.

Since the JPA Board last received an update on our work with the Corps at the September meeting, progress has been made. We have agreed on the tasks to be done and the budget necessary to complete those tasks during the 2008-09 federal Fiscal Year. Also, the Amendment to the Federal Cost Share Agreement has been signed by both the JPA and the Corps, and thus we can go “out of balance” with the federal government in terms of cost share. In the short term, this allows us to move forward with the Hydraulic Model, and earlier this week, the JPA received an invoice from the Corps to place \$100,000 into the escrow account for this purpose. This invoice was forwarded to the Santa Clara Valley Water District for payment, which we anticipate will be made next week.

The Corps estimate for the Hydraulic Model is \$120,000, which points to a challenge of the JPA's current 6-Party Agreement: it caps advance payments by a member agency at \$100,000, and anything above that amount requires the approval of the governing boards of all member agencies. Thus, JPA staff and Management Team recommends that the 6-Party Agreement be amended so that we can advanced funding and in-kind contributions can be accelerated to complete the Comprehensive Plan. Staff is currently reviewing language changes that will allow for a more timely and efficient method of approval of expenditure of local funds. The amendment will also include language to insure that only the member agencies proposing to advance funds are committed, i.e. other agencies are not beholden to match the cash or in-kind services provided by any of the other member agencies. With the advice of the Management Team, Staff will finalize new language, solicit review from legal counsels of the SFCJPA and the member agencies, and present the proposed Amendment to the 6-Party Agreement to the JPA Board at the December meeting.

b) Implementation Projects Roadmap

At the previous JPA Board meeting, I provided an update regarding the Early Implementation Projects. Since that meeting, Miyko and I met with the Gardens Neighborhood Association in East Palo Alto and I met with the Dovenek-St. Francis Neighborhood Association Palo Alto. Also, on November 17, I discussed our Project scenarios and process with the Palo Alto City Council during their consideration of long-term options for the Palo Alto Golf Course. Rather than just list and discuss the highlights of these meetings at this JPA Board meeting, I will present a timeline, with milestones for the JPA's process of narrowing our Implementation Project options.

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c) Inter-agency emergency preparedness staff meeting

As discussed at the October 23 JPA Board meeting, Chairman Abrica has called a meeting of emergency management staff from throughout the San Francisquito Creek watershed to discuss inter-agency communication, planning, and a proposed enhancement to the flooding-related early warning system. Please see the attached example letter sent out to jurisdictions this week.

Submitted by:

A handwritten signature in black ink that reads "Len Materman". The signature is written in a cursive style and is followed by a horizontal line that extends to the right.

**Len Materman
Executive Director**



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY
EAST PALO ALTO ■ MENLO PARK ■ PALO ALTO ■ SAN MATEO FLOOD CONTROL DISTRICT ■ SANTA CLARA VALLEY WATER DISTRICT

November 19, 2008

Mr. James Keene
Palo Alto City Manager
250 Hamilton Avenue, 7th Floor
Palo Alto, CA 94301

Dear Mr. Keene:

As the only government agency representing the counties of San Mateo and Santa Clara and the cities of Palo Alto, East Palo Alto and Menlo Park, the San Francisquito Creek Joint Powers Authority (JPA) facilitates communication and cooperation between these and other entities within the 45 square mile watershed. A vital part of our mission is to prevent and prepare for disasters, and thus, in advance of the rainy season, the JPA will host a meeting of emergency management staff from the key public and private agencies throughout the watershed.

The meeting will take place at the following time and location:

December 10, 2008 from 12:00-2:30 p.m.

Menlo Park Recreation Center

700 Alma Street (next to the City Hall Administration Building)

We have several goals for this meeting, including: to familiarize key emergency management personnel with their counterparts at other jurisdictions; to facilitate communication between agencies; to improve communication with local residents around evacuation, shelter in place, and other issues; and to gather input for an improved a flooding-related Early Warning System now under consideration.

The agenda for the meeting will include the following:

- Lunch and introductions, with each participant briefly discussing their organization and key concerns regarding regional communication and cooperation;
- A briefing on the proposed enhancement to the San Francisquito Creek's Early Warning System, with a discussion of what each agency has in place in terms of early warning and what they would want out of an improvement to the existing system;
- Discussion of a planned JPA managed website that will provide comprehensive information on JPA led capital projects, how residents can become flood safe, locations for acquiring sand bags, up-to-the-minute storm data, local first responders, evacuation routes and maps, etc.; and
- Discussion of the current emergency notification procedures, and how these can be enhanced and coordinated so that the region's residents have a clear understanding of what to do and where to find information in an emergency.

Please ask your senior emergency management staff to attend this meeting, and to RSVP by December 1st by e-mail to jpa@sfcjpa.org. Please indicate the names and titles of the staff that will participate and if they have any special dietary needs. If you have any questions, please contact the JPA at that e-mail address or at 650-561-4580.

Thank you in advance for your jurisdiction's participation in this important conversation.

Sincerely,

Ruben Abrica
Chair, Board of Directors

Len Materman
Executive Director