



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY
www.sfcjpa.org

East Palo Alto, Menlo Park, Palo Alto, San Mateo County Flood Control District, and the Santa Clara Valley Water District

**Notice of Regular Meeting of the
SAN FRANCISQUITO CREEK JOINT POWERS AUTHORITY BOARD
City of East Palo Alto Council Chambers
2415 University Avenue, East Palo Alto, California
Thursday, February 24, 2011 at 4:00 p.m.**

AGENDA

- 1) ROLL CALL
- 2) PUBLIC COMMENT – *Limited time for public comment on the Closed Session item*
- 3) CLOSED SESSION – Conference with Labor Negotiators: Authority Designated Representatives: Pat Burt and Ruben Abrica, Unrepresented Employee: Executive Director
- 4) REPORT OUT FROM CLOSED SESSION
- 5) APPROVAL OF MEETING MINUTES – January 27, 2011 Board Meeting
- 6) APPROVAL OF AGENDA
- 7) PUBLIC COMMENT – *Limited time for public comment on items not on the agenda.*
- 8) REGULAR BUSINESS – EXECUTIVE DIRECTOR'S REPORT
 - a) Proposed SFCJPA Fiscal Year 2011-12 Operating Budget
 - b) State government grants update and Board resolution supporting a Flood Corridor Program application
 - c) Update regarding Federal government funding
 - d) Establish Board Committee on Emergency Preparedness and Response
- 9) BOARD MEMBER MATTERS - *Non-agendized comments, requests, or announcements by Board members, no action may be taken.*
- 10) ADJOURNMENT

PLEASE NOTE: To view the Agenda packet for this Board meeting, go to www.sfcjpa.org, and click on the "Meetings" tab near the top, after 4:00 p.m. on February 21, 2010.

NEXT MEETING: March 24, 2011, 4:00 p.m. at the Menlo Park City Council Chambers.

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Director Kwok, acting as Chairperson for the meeting, called the meeting to order at 4:05 p.m. at the City of Palo Alto Council Chambers, Palo Alto, CA.

DRAFT

1) ROLL CALL

Members Present: Director Abrica, City of East Palo Alto
Director Burt, City of Palo Alto
Director Keith, City of Menlo Park (Arrived at 4:10 pm)
Director Kwok, Santa Clara Valley Water District
Director Groom, San Mateo County Flood Control District

Alternates Present: Director Romero, City of East Palo Alto (In audience)
Director Schmidt, Santa Clara Valley Water District (In audience)

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

Legal Counsel Present: Greg Stepanicich

Others Present: Art Kraemer, Palo Alto resident; Trish Mulvey, Palo Alto resident;
Chris Elias, Santa Clara Valley Water District; Joe Teresi, City of Palo Alto Public Works; Ann Stillman, San Mateo County Flood Control District; John Schafer, Palo Alto resident; Dennis Parker, East Palo Alto resident; Jerry Hearn, Portola Valley resident; Tom Zigterman, Stanford; Phil Boebel, City of Palo Alto.

2) PUBLIC COMMENT

None.

3) CLOSED SESSION – Conference with Labor Negotiators: Authority Designated Representatives: Pat Burt and Ruben Abrica, Unrepresented Employee: Executive Director

Director Abrica, member of the Personnel Committee, requested to have the closed session continued to the next Board meeting. Chairperson Kwok asked for a motion. Director Abrica motioned to continue agenda item 3 to next month's Board meeting. Director Groom seconded. Motioned carried 4-0.

4) REPORT OUT FROM CLOSED SESSION

None.

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5) APPROVAL OF MEETING MINUTES: December 16, 2010 Regular Meeting of the Board

Mr. Materman noted corrections to be made to the minutes of the December 16, 2010 Regular Meeting of the Board. Mr. Materman noted that the first correction was to clarify that the welcoming of new Directors Keith and Schmidt was to welcome new SFCJPA Director Keith and new Santa Clara Valley Water District Board Director Schmidt and that the second reference of Director Schmidt was referring to him as Santa Clara Valley Water District Director Schmidt.

Chairperson Kwok stated that the Santa Clara Valley Water District voted yesterday to have Santa Clara Valley Water District Director Schmidt as the alternate for the SFCJPA Board and keeping himself as the Board member.

Director Abrica asked that staff look into his comments made regarding meeting with the City of East Palo Alto staff to discuss emergency preparedness. Director Abrica stated that he thought he said City Manager, not staff.

Director Burt moved to approve the December 16, 2010 Regular meeting of the Board minutes with noted corrections. Director Abrica Seconded. Minutes approved with noted corrections 3-0. Director Groom abstained.

6) APPROVAL OF AGENDA

Agenda approved 5-0.

7) PUBLIC COMMENT

None.

8) REGULAR BUSINESS – EXECUTIVE DIRECTOR’S REPORT

Board organization: appointments to Board Committees

Mr. Materman provided a brief background for the Board regarding the Board appointments and Board committees. Chairperson Kwok asked for nominations for Chairperson. Director Abrica nominated interim Chairperson Kwok as Chairperson. Director Burt seconded. Nomination of interim Chairperson Kwok for Chairperson of the Board passed 5-0.

Chairperson Kwok asked that Mr. Materman provide a history of who served as Chair and Vice-Chair in the previous years. Mr. Materman gave a brief outline of the previous members who were Chairpersons and Vice-Chairpersons. Chairperson Kwok asked for nominations for Vice-Chairperson. Director Groom nominated Director Burt. Director Abrica seconded. Nomination of Director Burt for Vice-Chairperson of the Board passed 5-0.

Director Keith asked for an outline of the role of the Finance Committee. Mr. Materman provided a brief description of the structure and purpose of the Finance Committee and the Personnel Committee, along with a brief outline of who was currently serving and who served on the Committees in previous years. Director Keith stated that she would be

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interested in either of the Committees. Director Groom stated that she had an interest in the Finance Committee. Director Burt suggested keeping the Personnel Committee the same as the Committee is in the midst of personnel discussions.

Director Abrica made an official request to create an ad-hoc committee for emergency preparedness. Director Burt stated that he has been involved with the City of Palo Alto's emergency preparedness and he is interested in the idea of the SFCJPA having such a committee.

Greg Stepanicich, legal counsel for the SFCJPA stated that the Board had to first ratify the Finance and Personnel Committees and that the request for a new committee would have to be agendaized for the next Board meeting

Director Groom motioned to have Director Burt and Director Abrica remain on the Personnel Committee. Director Keith seconded. The motion to have Director Burt and Director Abrica remain on the Finance Committee passed 5-0.

Director Burt made a motion to appoint Director Groom and Director Keith to the Finance Committee. Director Abrica seconded. Motion to appoint Director Groom and Director Keith to the Finance Committee passed 5-0.

Director Burt moved to agendaize a discussion of creating an ad-hoc committee for emergency preparedness. Director Groom seconded. The motion to place on the agenda at the next Board meeting creating an ad-hoc emergency preparedness committee passed 5-0.

Federal Fiscal Year 2012 funding requests

Mr. Materman provided a history of the Federal appropriations from FY04 - FY11. Mr. Materman stated that there is belief that in FY11 the feasibility study has at least \$966,000 available in combined Federal – SFCJPA funding and that the SFCJPA is working to get the project included in the President's budget for FY12. Mr. Materman stated that the Corps work plan for FY11 is still in flux and it is sitting in Division right now and Division has not yet approved it. Mr. Materman said that the Corp believes that the work plan will include \$300,000 in federal money and we are seeking more. Mr. Materman noted that Congress has a new Continuing Resolution that will have to be voted on in March as the current one is set to expire.

Mr. Materman presented the Board with a list of 2011 federal activities, which includes the following: coordinate messages and activities of member agency elected officials, lobbyist and staff; secure largest possible FY11 Corps work plan number, and complete feasibility scoping meeting by 9/30/11; secure funding in FY 12 budget (\$1M requested); complete Army's section – 104 process on Bay – 101 project by summer and possibly begin a section 104 application for the reach from highway 101 upstream; if a new WRDA bill moves forward, secure authorization for SFCJPA overall project; this fall, work to secure funding in Presidents FY13 budget. Senator Boxer chairs the committee that controls WRDA legislation. Most people believe there will not be a WRDA in this Congress as WRDA is being looked at as earmarks. We will find out if we are in the President's budget in February.

Director Burt asked for a refresher on how the Congressional movement away from earmarks is likely to affect our allocations in subsequent years and how the President's budget is increasing and the importance of those allocations and within the context of the

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President's budget what have we learned about our criteria aligning more favorably with the criteria adopted by the President. Mr. Materman responded saying that the House's ban on earmarks will affect our allocation, but it is important to say that the Senate has not said they will ban earmarks as the Senate majority leader said he does not approve of banning earmarks. Mr. Materman continued saying that in the case of the Corps the ban on earmarks takes us back to the work plan. Mr. Materman said that depending on our ability to influence the Corps we may end up with higher numbers from a work plan with the Corps rather than receiving funds from appropriations. Mr. Materman said that the advantage of being in the President's budget is that we would not have to play catch up; meaning that we will have a set amount of funding that OMB will have told the Corps to fund. Director Abrica suggested that the SFCJPA start seeking support from the Intergovernmental Affairs office at the White House.

Director Keith said that in light of the fact that the Army Corps will be taking so long are we going to start looking at State funds. Mr. Materman responded saying that we are getting a substantial contribution from the State through Caltrans and that we also we believe we are going to be getting money for the Newell Street Bridge and we are hopeful that we will be getting money for the Middlefield Bridge as well. Mr. Materman continued to say that Prop 1E was passed in 2006 by voters and that we will seek money from the first round of funding through an Integrated Water grant. Mr. Materman said that we are planning on putting in a proposal and that Mr. Murray went to a workshop and talked to the program managers. Mr. Materman noted that this is a grant program that is really focused on flood control and you get extra points for projects that have environmental and recreational benefits.

Mr. Materman informed the Board that the deadline to submit a Fiscal Year 2012 federal appropriations request to Senator Barbara Boxer is February 18. Mr. Materman presented to the Board a draft letter from the SFCJPA Board to Senator Boxer requesting a \$1 million appropriation to the Corps of Engineers. Mr. Materman noted that Senator Feinstein has not yet indicated if she will invite requests, and that Congresswoman Eshoo is not able to invite these requests. Mr. Materman asked the Board to provide comment on the letter to Senator Boxer allowing for slight modifications to the letter prior being mailed out before the deadline.

Director Burt said that in the bolded paragraph in the end of the letter it talks about the feasibility and how the project is only 1/3 complete. Director Burt asked if we want to add language that explains why. Director Burt also commented on the opening sentence which refers to another appropriation. Director Burt suggested changing the way the sentence is written as it implies that we have received \$1 million prior to sending this request. Director Keith said that maybe we should state how many times the request has been sent in. Chairperson Kwok noted the comments and asked for a motion. Director Burt moved to approve the letter to Senator Boxer, authorize the Executive Director to make modifications as appropriate, and send the same letter with necessary modifications to Senator Feinstein if requested. Director Groom seconded. Motion to approve the letter to Senator Boxer authorize the Executive Director to make modifications as appropriate, and send the same letter with necessary modifications to Senator Feinstein if requested carried 5-0.

S.F. Bay to Highway 101 capital project update

Mr. Materman provided the Board with a list of agenda items for future Board meetings. Mr. Materman then began discussing an amendment to the contract with HDR to perform

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additional work. Mr. Materman stated that the additional work includes aerial surveys, geotech, groundwater sampling, hydraulic modeling that was beyond the Corps, new design standards and perhaps some Boardwalk design issues. Mr. Materman said that he and Mr. Murray met with HDR and with senior staff members from SCVWD and SMCFCF to determine how to bring the cost down in negotiations and we are still working on it. Mr. Materman said that we will also see a draft RFP for proposals for design services of a golf course architect and an amendment to the funding agreement between the SFCJPA, SCVWD and SMCFCF.

Mr. Materman shared with the Board that PG&E has given us an estimate for up front design cost that they require for the raising of the towers. Mr. Materman stated that Senator Smitian has been very helpful as he sits on the Utilities Committee. Chairperson Kwok asked if we are obligated to make the changes since the Creek was here first. Mr. Stepanicich replied saying that the answer depends on if there is an easement agreement and that there are a number of documents that have to be reviewed. Mr. Stepanicich continued saying that at this point it is premature to make a conclusion. Chairperson Kwok asked if we have any idea what the amount of the amendment is going to be with HDR and what the original contract amount was. Mr. Materman responded saying that the original contract was for \$692,000, that we do not know what the amendment will be and that he does not feel comfortable giving an estimate until the next discussion.

Mr. Materman continued with his presentation saying that we believe we will be ready to begin constructing in fall/winter and that the 60% design should be done in March. Mr. Materman said that we are beginning discussion on funding for the project. Mr. Materman noted that if we received a State grant, we would not have funds from Proposition 1E at the start of construction so we have to find the best funding source available. Mr. Materman said that loans are conditional on our ability to repay them. Chairperson Kwok asked when we would have an idea of the total construction cost available as member agencies are preparing their 2011/2012 budget now. Mr. Materman responded saying we hope by March.

Art Kraemer, Palo Alto resident, said that the work that Mr. Materman is doing sounds good, but that he would temper his comments to what former Director Gordon said last week; if we are spending a lot of time trying to get Federal money we should put that time to finding local funding.

9) BOARD AND ASSOCIATE MEMBER MATTERS - *Non-agendized comments, requests, or announcements by Board and/or Associate members, no action may be taken.*

Director Abrica said that as we are trying to figure out funding options for the project now is the time to follow up on a retreat/study session/strategic planning session. Director Abrica suggested that we could hold a session in spring. Mr. Materman said that he thinks it is a very good idea and that he was waiting to agendize this until the new Board was seated. Mr. Materman said he would follow up with staff to get the sessions planned and to find a facilitator. Mr. Materman said that in addition to the project funding, the setting would help clarify pressures on the budget for both operations and projects. Chairperson Kwok stated that it is a tough economy but the responsibilities have changed and that we have come a long way thanks to the leadership of Mr. Materman and that we really need to look at operational budget. Director Groom stated that we should look at it but we need to remember that the member agencies are going to be hit severely by State cuts and that if

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anything happens anywhere true as to what the State is saying San Mateo County is going to be hit very hard. Director Burt said that the Baylands Nature center would be a great location and that the City of Palo Alto would be happy to open it up for these sessions.

Director Keith shared with the Board that when she was in Sacramento last week she was able to speak with Senator Simitian's and Representative Gordon's offices and that it looks like we have a potential funding source of \$5M. Director Keith said that both Senator Simitian and Representative Gordon are very supportive and have great people working with them.

10) ADJOURMENT:

Chairperson Kwok adjourned the meeting at 5:13 pm.

Minutes Prepared by Clerk of the Board: Miyko Harris-Parker

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Agenda Item 8
Executive Director's Report

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

a) Proposed SFCJPA Fiscal Year 2011-12 Operating Budget

Attached to this Report are three documents, including:

- 1) FY 2010-11 revenues, approved Operating Budget, and estimated total operating expenses,
- 2) Estimated FY10-11 total operating expenses in comparison to the proposed FY11-12 Operating Budget, and
- 3) Proposed FY 2011-12 Operating Budget for Board consideration and approval.

The Board Finance Committee has reviewed these documents, the highlights of which are as follows:

- Member Agency contributions to the SFCJPA have not increased since the 2007-08 Fiscal Year, and the Finance Committee is not recommending an increase for the 2011-12 Fiscal Year.
- The current year deficit will be approximately \$20,000 less than anticipated, due to lower than anticipated costs of benefits, consultants, and administration. These were partially offset by higher than anticipated employer taxes and the costs of completing two audits during this fiscal year.
- During this fiscal year, I intend to engage consultants to: complete a grant application to Caltrans to rebuild the Newell Road bridge, complete the Early Warning System website, poll residents of both counties regarding a potential measure to fund capital construction, analyze a pedestrian/ bike pathway along the creek between Highway 101 and El Camino in preparation for a San Mateo County grant application, and possibly to complete a State application for construction funding of Phase 1 of our S.F. Bay-Highway 101 project.
- In FY2011-12, we anticipate that personnel-related costs will comprise 74.1% of the operating budget, contract services 17.9%, administration 6.2%, and contingency 1.8%.
- For the current 2010-11 fiscal year, we expect a deficit of about \$41,700. With constant Member Agency contributions next year, the Proposed FY2011-12 Budget anticipates a deficit of \$51,125 (which represents 9.4% of the annual Budget). These deficits, combined with a \$41,500 commitment to provide the local match for Palo Alto's application to rebuild the Newell Road bridge, will bring our reserves to approximately \$94,000 in July 2012, which is less than half of what they were in July 2010. Depleting reserves at this rate is unsustainable beyond FY 2011-12.

Proposed Board Action: Approve the Proposed SFCJPA Fiscal Year 2011-12 Operating Budget, including the amount requested of Member Agencies for the 2011-12 Fiscal Year.

b) State government grants update and Board resolution supporting a Flood Corridor Program application

Through two statewide bonds passed in 2006 – Proposition 84 and Proposition 1E – the State Department of Water Resources (DWR) is administering two grant programs related to flood protection this year. Over the next six weeks, the SFCJPA will apply to these programs for the construction funding of Phase 1 of our S.F. Bay to Highway 101 capital project.

The Flood Corridor Program provides up to \$5 Million in State funding for nonstructural flood management projects (including constructing new levees) that also provide for wildlife habitat enhancement and/or agricultural land preservation. The grant proposal is due on February 25, 2011.

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Agenda Item 8
Executive Director's Report

A requirement of this application is a resolution by the governing board of the organization submitting the proposal, and thus enclosed with this E.D. Report is a proposed resolution. It establishes the SFCJPA's intent to apply for funding, and intent to enter in to contract with the State of California if funding is awarded. It also designates the Executive Director as the agent responsible for conducting negotiations and submitting all documents necessary to secure a funding award. Approving this Resolution only provides for the grant application submittal. A future Resolution would be required at the time a contract is entered with the State.

At the same time, the SFCJPA is preparing a grant application for the DWR Stormwater Flood Management grant program, funded by Proposition 1E. This program provides up to \$30 million per project in State funding. The deadline for this grant application is April 15, 2011, and we will discuss this application and seek Board approval for a resolution of support at the March 24th Board meeting.

The final addendums to our Newell Road bridge application were submitted to Caltrans by the City of Palo Alto on February 11, 2011. On the morning of the February 24th Board meeting, Caltrans staff is conducting their Field Review Meeting in Palo Alto with SFCJPA, Palo Alto and East Palo staff. I will discuss the outcome of the Field Review Meeting at the Board meeting later in the day.

Proposed Board Action: Approve Resolution 11-02-24 regarding a grant application to the State Flood Corridor Program.

c) Update regarding Federal government funding

At the January 27, 2011 meeting, the Board discussed and approved a letter to U. S. Senator Barbara Boxer requesting that the Corps of Engineers receive federal appropriation for our Feasibility Study in FY2012. Since that time, the Senate has joined the House of Representatives in banning earmarks for the FY2012 and FY2013 fiscal years. Thus, the strategy to ensure the highest possible federal appropriation for our Study has shifted to working with Rep. Eshoo and Senators Boxer and Feinstein to ensure that the Corps Workplan funding level for the current and next fiscal year is as high as possible, and to try to have our project inserted into the President's FY2013 budget. Over the past few weeks, I have talked with Member Agency lobbyists and we will discuss this effort at the February Board meeting.

d) Establish Board Committee on Emergency Preparedness and Response

The May 1999 founding document of the SFCJPA listed five purposes for the agency, including: "To coordinate emergency mitigation and response activities relating to San Francisquito Creek." Over the past two years, the SFCJPA has become more active in this area, hosting meetings of emergency preparedness and response personnel from among Member Agencies and other local agencies. We have developed an Early Warning System website to complement the website administered by the City of Palo Alto, we are part of the Hazard Mitigation Plan led by the Association of Bay Area Governments, and we are in discussions with the Disaster Management Institute of Carnegie-Mellon University at Moffett Field about possible regional collaborations.

In order to provide Board leadership and focus to this effort, at the January 27, 2011 Board meeting the Board decided to agendize a discussion to establish a Board Committee on Emergency Preparedness and Response, perhaps on an *ad hoc* basis. At this Board meeting, we will discuss the charge and composition of this Committee and take a vote to formally establish it.

Submitted by:



Len Materman
Executive Director

San Francisquito Creek Joint Powers Authority -- FY 2010-11 Operating Budget

REVENUES:

Member Agency Contributions (\$98,000 X 5)	\$490,000
Estimated Interest on reserves	\$1,500
Total Revenues	\$491,500

		Approved Budget	7/01/10 - 02/24/11 Actual	Difference between budget and actual	Actual year-to-date exceeds budgeted year-to-date?	Estimated year-end totals
Acct.	Description	Amount	Amount	Amount		Amount
EXPENSES						
Personnel						
1001	Executive Director Salary	110,000	68,750	41,250		110,000
1002	E.D. Transportation Allowance	5,000	3,125	1,875		5,000
1003	Finance & Office Manager Salary	63,871	39,919	23,952		63,871
1004	Project Manager Salary	74,154	46,346	27,808		74,154
1005	Salaries Adjustments	-	-	-		0
1006	COLA	-	-	-		0
1007	Employee Benefits	125,000	71,676	53,324		115,000
1008	Membership Dues	3,150	3,636	(486)	Yes	3,636
1009	Payroll Administration/Fees	4,130	662	3,468		1,200
1010	Employer Taxes	16,000	11,609	4,391	Yes	18,500
Subtotal Personnel		401,305	245,723	155,582		391,361
Contract Services						
1011	Legal Counsel	25,000	10,165	14,835		25,000
1012	Auditor	12,000	8,125	3,875	Yes	20,125
1013	Project Consultants	70,000	3,347	66,653		60,000
Subtotal Contract Services		107,000	21,637	85,363		105,125
Administrative						
1014	Computers/Software/Support	1,200	572	628		3,000
1015	Meeting Supplies	1,500	471	1,029		1,500
1016	Travel/Training	3,000	1,494	1,506		3,200
1017	Office Supplies	1,500	728	773		1,500
1018	Telecommunication	1,200	779	421		1,200
1019	Postage	200	227	(27)	Yes	400
1020	Printing/Design	400	61	339		300
1021	Website	600	0	600		0
1022	Liability Insurance	6,132	1,214	4,918		3,000
1023	Office Lease	18,000	10,500	7,500		18,000
1024	Utilities	800	726	74	Yes	1,100
1025	Office furniture/maintenance	500	325	175		500
Subtotal Administrative		35,032	17,096	17,936		33,700
General Contingency						
1026	General Contingency	10,000	185	9,815		3,000
Total Expenses		\$553,337	\$284,641	\$268,696		\$533,186

San Francisquito Creek Joint Powers Authority

Estimated FY 2010-11 Total Operating Expenses and

Proposed FY 2011-12 Operating Budget

EXPENSES

Acct. fields	Description	Estimated FY10-11 total expenses	Proposed FY11-12 budget
Personnel			
1101	Executive Director Salary	110,000	110,000
1102	Executive Director Transportation Allowance	5,000	5,000
1103	Finance Administrator Salary	63,871	63,871
1104	Project Manager Salary	74,154	74,154
1105	Salaries Adjustments	0	0
1106	COLA	0	0
1107	Employee Benefits	115,000	125,000
1108	Membership Dues for benefits	3,636	4,000
1109	Payroll Administration/Fees	1,200	1,400
1110	Payroll Taxes	18,500	18,500
Subtotal Personnel		391,361	401,925
Contract Services			
1111	Legal Counsel	25,000	25,000
1112	Auditor	20,125	12,000
1113	Project Consultants	60,000	60,000
Subtotal Contract Services		105,125	97,000
Administrative			
1114	Computers/Software/Support	3,000	1,600
1115	Meeting Supplies	1,500	1,200
1116	Travel/Training	3,200	4,000
1117	Office Supplies	1,500	1,400
1118	Telecommunication	1,200	1,900
1119	Postage	400	400
1120	Printing/Design	300	300
1121	Website	0	300
1122	Liability Insurance	3,000	3,000
1123	Office Lease	18,000	18,000
1124	Utilities	1,100	1,100
1125	Office furniture/maintenance	500	500
Subtotal Administrative		33,700	33,700
General Contingency			
1130	General Contingency	3,000	10,000
Total Expenses		\$533,186	\$542,625

San Francisquito Creek Joint Powers Authority
Proposed FY 2011-12 Operating Budget

REVENUES:

Base Member Contributions	(\$98,000 X 5)	490,000
Interest		1,500
Total Revenues		\$491,500

EXPENSES

Acct. Fields	Description	Proposed FY 2011-12 Operating Budget
Personnel		
1001	Executive Director Salary	110,000
1002	Executive Director Transportation Allowance	5,000
1003	Finance Administrator Salary	63,871
1004	Project Manager Salary	74,154
1005	Salaries Adjustments	0
1006	COLA	0
1007	Employee Benefits	125,000
1008	Membership Dues for benefits	4,000
1009	Payroll Administration/Fees	1,400
1010	Employer Taxes	18,500
Subtotal Personnel		401,925
Contract Services		
1011	Legal Counsel	25,000
1012	Auditor	12,000
1013	Project Consultants	60,000
Subtotal Contract Services		97,000
Administrative		
1014	Computers/Software/Support	1,600
1015	Meeting Supplies	1,200
1016	Travel/Training	4,000
1017	Office Supplies	1,400
1018	Telecommunication	1,900
1019	Postage	400
1020	Printing/Design	300
1021	Website	300
1022	Liability Insurance	3,000
1023	Office Lease	18,000
1024	Utilities	1,100
1025	Office furniture/maintenance	500
Subtotal Administrative		33,700
General Contingency		
1026	General Contingency	10,000
Total Expenses		\$542,625



East Palo Alto, Menlo Park, Palo Alto, San Mateo County Flood Control District, and the Santa Clara Valley Water District

Resolution No: 11-02-24
RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN FRANCISQUITO CREEK JOINT POWERS AUTHORITY
APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE FLOOD CORRIDOR PROGRAM
UNDER THE SAFE DRINKING WATER, WATER QUALITY AND SUPPLY, FLOOD CONTROL,
RIVER AND COASTAL PROTECTION BOND ACT OF 2006 (Proposition 84) and
THE DISASTER PREPAREDNESS AND FLOOD PREVENTION BOND ACT OF 2006 (Proposition 1E)

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and
WHEREAS, the Department of Water Resources has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and
WHEREAS, said procedures established by the Department of Water Resources require a resolution certifying the approval of application(s) by the Applicant's governing board before submission of application(s) to the State; and
WHEREAS, the Applicant, if selected, will enter into an agreement with the State of California to carry out the project

NOW, THEREFORE, BE IT RESOLVED that the San Francisquito Creek Joint Powers Authority:

1. Approves the filing of an application for the 'San Francisquito Creek Flood Protection and Ecosystem Restoration Capital Improvement Project, East Bayshore Road to San Francisco Bay.'
2. Certifies that Applicant understands the assurances and certification in the application; and,
3. Certifies that Applicant or title holder will have sufficient funds to operate and maintain the project(s) consistent with the land tenure requirements; or will secure the resources to do so; and,
4. Certifies that it will comply with all provisions of Section 1771.5 of the California Labor Code; and,
5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, the California Environmental Quality Act (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, and, that prior to commencement of construction all applicable permits will have been obtained; and,
6. Appoints Len Materman, Executive Director, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

Approved and adopted the 24th day of February 2011. I, the undersigned, hereby certify that the foregoing Resolution Number 11-02-24 was duly adopted by the Board of Directors of the San Francisquito Creek Joint Powers Authority.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Date:
Vice Chairperson

Date:
Chairperson

APPROVED AS TO FORM:

Legal Counsel

Date