



SAN FRANCISQUITO CREEK  
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**Notice of Regular Meeting of the  
BOARD OF DIRECTORS  
City of Menlo Park Council Chambers  
701 Laurel Street, Menlo Park, California  
April 26, 2018 at 3:30 p.m.**

AGENDA

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MEETING MINUTES: March 22, 2018 Regular Board meeting
4. PUBLIC COMMENT – *Individuals may speak on any topic for up to three minutes; during any other Agenda item, individuals may speak for up to three minutes on the subject of that item.*
5. REGULAR BUSINESS – Executive Director's Report
  - a. S.F. Bay-Highway 101 project: discuss construction activities, costs, and Creekside trails
  - b. Approve the Fiscal Year 2018-2019 Salary Schedule
6. BOARD MEMBER COMMENTS – *Non-agendized requests or announcements; no action may be taken.*
7. ADJOURNMENT

PLEASE NOTE: This Board meeting Agenda and supporting documents related to items on the Agenda can be viewed online by 3:30 p.m. on April 23, 2018 at [sfcjpa.org](http://sfcjpa.org) -- click on the "Meetings" tab near the top.

**NEXT MEETING:** Regular Board meeting, May 24, 2018 at 3:30 PM, City of East Palo Alto Council Chambers

**San Francisquito Creek Joint Powers Authority**  
**April 26, 2018 Regular Meeting of the Board**  
**Agenda Item 3**  
**March 22, 2018 Board Meeting Minutes**

Chairperson Kremen called the meeting to order at 3:36 p.m. at the City of Palo Alto Council Chambers, Palo Alto, California.

DRAFT

**1) ROLL CALL**

Members Present: Director Kremen, Santa Clara Valley Water District (SCVWD)  
Director Keith, City of Menlo Park  
Director Pine, San Mateo County Flood Control District (SMCFCD)  
Director Scharff, City of Palo Alto

Members Absent: Director Abrica, City of East Palo Alto

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

Others Present: Dennis & Luella Parker, East Palo Alto residents; Jerry Hearn, Portola Valley resident; East Palo Alto resident; Trish Mulvey, Palo Alto resident; Robert Reklis; Kamal Fallaha, City of East Palo Alto; Michel Jeremias, City of Palo Alto; Ann Stillman, SMCFCD; Russell Chen, SCVWD; Melanie Richardson, SCVWD

**2) APPROVAL OF AGENDA**

Director Keith made a motion to approve the agenda. Director Scharff seconded. Agenda approved 3-0. Director Pine not present at time of approval. Director Abrica not present.

**3) APPROVE BOARD MEETING MINUTES: FEBRUARY 22, 2018 REGULAR BOARD MEETING**

Director Scharff made a motion to approve the February 22, 2018 Regular Board meeting minutes. Director Keith seconded. February 22, 2018 Regular Board meeting minutes approved 3-0. Director Pine not present at time of approval. Director Abrica not present.

Director Pine arrive 3:37 pm.

**4) PUBLIC COMMENT**

None

**5) REGULAR BUSINESS**

**S.F.BAY-HIGHWAY 101 PROJECT: DISUCSS CONSTRUCTION ACTIVITIES, COSTS, AND CREEKSIDE TRAILS**

Mr. Materman provided the Board with a recap of the recent winter storms and construction activities that have occurred since the February 22 Board meeting. Mr. Materman reported that SFCJPA staff and SCVWD staff are working with the levee and floodwall contractor, Teichert Construction, to identify the areas to request variances to the Ridgeway Rail buffer zone so that Teichert can complete construction this year. Mr. Materman reported that the new fire hydrant is scheduled to be installed on East Bayshore road within the next few weeks and that the Cities of East Palo Alto and Palo Alto are considering specific measures to improve East Bayshore as an alternate bike trail route. Mr. Materman told the Board that the SFCJPA has requested that the trail behind the floodwall from Verbena to East Bayshore be opened permanently to reduce the reliance on the Pulgas Ave./East Bayshore route in East Palo Alto.

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Chairperson Kremen asked if the debris issues that were discussed in previous meetings had been resolved. Mr. Materman responded saying that East Palo Alto officials mentioned at the public meeting that they would improve the alternate routes.

Kamal Fallaha, City of East Palo Alto, reported that Pulgas Avenue was cleaned up and that no parking signs will be installed on East Bayshore. Mr. Fallaha added that city staff is looking into resurfacing Verbena Drive in the area closest to the project.

Robert Reklis, resident of the City of Palo Alto, spoke about safety concerns for cyclists and inconvenience associated with the trail closures and alternate routes, and he expressed support for East Palo Alto's cleanup activities.

Director Keith asked what further work can be done to improve the safety of the East Bayshore section. Mr. Materman noted that in addition to East Palo Alto's improvements, the City of Palo Alto was exploring work and he asked Michel Jeremias from that City to describe these efforts. Ms. Jeremias stated that City of Palo Alto has been trying to locate funding to improve the safety of the section between East Bayshore and Embarcadero Road, and that this will take some time.

Mr. Materman continued his presentation of agenda item 5a by highlighting efforts by staff to secure locations to store excess soil to reduce the largest unknown project cost. Mr. Materman also provided the Board with a summary of the upstream of Highway 101 project revenues to date, which stands at \$10,200,000, all from the SCVWD.

Director Keith expressed her concerns regarding the very large potential soil costs. Director Keith asked about private interest for soil. Mr. Materman explained that in East Palo Alto there is a private owner near University Avenue who has approached us for assistance with soil and that staff is continuing to seek other interested parties.

Chairperson Kremen asked about the next steps for financing the upstream project. Mr. Materman replied that when the EIR comes out later this year it will be a good time to move forward with a public discussion of funding options.

**PRESENTATION BY STANFORD UNIVERSITY ON ITS PLAN TO REMOVE THE LAGUNITA DIVERSION DAM**

Tom Zigterman, Stanford University Director of Water Resources and Civil Infrastructure, gave a presentation on the University's plan to remove the Lagunita Diversion Dam, starting this summer and concluding by October. Chairperson Kremen asked if this would impact to creek flow. Mr. Zigterman replied that the dam removal will create more natural flow. Mr. Materman asked if sediment behind the dam would be mobilized. Mr. Zigterman acknowledged that some sediment behind the dam will move, but it is not expected to change downstream conditions.

Jerry Hearn, Portola Valley resident, spoke about creek restoration being one of the SFCJPA's purposes and how he sees Stanford as a leader in watershed restoration. Mr. Hearn reflected that the removal of the Lagunita dam was a top priority project for the Watershed Council and he thanked Mr. Zigterman and others at Stanford for their efforts to complete this project.

**UPDATE ON THE UPSTREAM OF HIGHWAY 101 PROJECT**

Mr. Materman provided a brief update on the project upstream of Highway 101, including a new potential funding source of up to \$10 million in federal funding known as CAP 205. Melanie Richardson, SCVWD, also spoke briefly about the CAP 205 process, noting that with this source Congressional approval is not required.

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Director Keith asked if it would be helpful to get letters of support from our Congress and Senate representatives for this process. Mr. Materman responded saying yes, we would seek such letters of support if we choose to move forward with that process.

**APPROVE THE FISCAL YEAR 2018-19 OPERATING BUDGET**

Mr. Materman presented the draft fiscal year 2018-19 operating budget of expenses and revenues for approval. Its revenue included a proposal for the first increase in annual Member Agency dues in three years. Director Keith of the Board Finance Committee expressed her thoughts saying that the proposal looks good but that she would like to see the agency's reserves at a higher level. Director Pine, also on the Finance Committee, concurred stating that Mr. Materman's first draft proposal made to the Committee did not add to the agency's reserve. Director Pine said that they directed Mr. Materman to present a modest additional increase in member agency dues to build up the reserve.

Director Scharff noted that the request for the increase is large and that he does not understand why the funds need to be collected at this time to build reserves as the Authority can request a budget amendment if needed. Director Keith suggested one hundred eight-five thousand per member agency. Director Scharff concurred.

Director Scharff made a motion to approve the FY 2018-2019 budget, with \$984,412 in expenses and a contribution of \$185,000 per Member Agency. Director Keith seconded. FY 2018-2019 budget was approved 4-0. Director Abrica not present.

**6) BOARD MEMBER COMMENTS**

Director Keith shared with the Board that she attended the National League of Cities meeting in Washington, DC and she had the opportunity to speak with the Army Corps Headquarters staff. Director Keith stated that she was told that our project with the Corp would probably not make the Corps' budget workplan for the current fiscal year. Mr. Materman concurred, noting that the implication is that the Study will continue to be 100% locally funded. Director Keith noted that Congresswoman Speier's aide stated that the Congresswoman is very supportive of the project.

**7) ADJOURNMENT**

Director Kremen adjourned the meeting at 5:26 pm.

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

**San Francisquito Creek Joint Powers Authority**  
**April 26, 2018 Board Meeting**  
**Agenda Item 5**  
**Executive Director's Report**

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

**a. S.F. Bay-Highway 101 project: discuss construction activities, costs, and Creekside trails**

Since construction began in 2016, we have discussed plans and activities for our project to improve public safety and recreation and increase marsh habitat along San Francisquito Creek from the Bay to Highway 101. By October 2017, the majority of the floodwalls were installed and connected to existing levees; thus, even with the need to complete floodwalls and build new levees in 2018, this area now has much greater flood protection against creek flows and tides.

The SFCJPA, Santa Clara Valley Water District (SCVWD), and cities of Palo Alto and East Palo Alto continue to coordinate with the levee and floodwall contractor (Teichert Construction) on construction planning and permit compliance. The following summarizes activities since the last Board meeting:

- On April 6, the SFCJPA submitted to the U.S. Fish & Wildlife Service (USFWS) a 2018 Ridgway's Rail Survey Report prepared by SCVWD, which identified Faber marsh nest locations of this endangered bird. On April 16, the USFWS formally accepted the report and 700-foot buffer zone around detected nests where our permit forbids construction through the month of August. This acceptance of the report allows Teichert to resume work outside of the buffer zone. On April 9, the SFCJPA submitted a request for variances to three specific areas of the buffer zone to enable project construction to be completed by early next year and thus avoid impacts to Rail in 2019. SFCJPA and SCVWD staff are currently discussing the terms of these requested variances with staff from USFWS, California Department of Fish and Wildlife, and Don Edwards National Wildlife Refuge.
- SFCJPA's marsh restoration contractor, Hanford ARC, has paused its work until September 1st, when the Ridgway's Rail breeding season restriction concludes for the year. Currently, SFCJPA staff is working to secure services for watering, weeding, and general maintenance of the site to ensure that the restored areas continue to establish as required in the project permits. We are now planning for restoration work to resume on September 1, including additional native plantings, predator deterrents, and the design, fabrication and installation of interpretive signage describing our project and the natural and built environments it will enhance.
- In compliance with environmental permit restrictions to protect the migration of steelhead fish, in-channel work, including replacing the levees, is paused and will resume in June.
- Caltrans has opened East Bayshore Road and West Bayshore Road to traffic.
- As discussed at previous Board meetings, costs associated with claims and change orders from Teichert Construction have the potential to significantly increase construction costs beyond the amount established in the 2016 six-party Construction Funding Agreement, even including new grant funds awarded in 2017 as a result of the SCVWD shifting some of its Proposition 84 grant funds to this project. To reduce costs, SFCJPA and SCVWD staff are working with Palo Alto and East Palo Alto staff to store dirt on the outboard sides of both new levees. Coordination and cooperation are necessary to reduce the financial impacts of off-hauling and disposing excess soil. In addition, soil sampling for geotechnical and environmental parameters is occurring this week to determine whether more soil might be reused than previously estimated.
- SFCJPA staff continue to manage two Department of Water Resources (DWR) grant awards for this project. On April 6, SFCJPA staff submitted a draft Completion Report for our \$8 million Proposition 1E grant and \$8.7 million local match. This Report is currently under review by the DWR, and in May and June the State Department of Finance plans to conduct an audit of this grant.

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- The Friendship Bridge and trail around the Palo Alto Airport remain open, and the City of East Palo Alto has improved Pulgas Avenue and East Bayshore Road for bicycle use. To reduce the reliance on these East Palo Alto routes, the trail behind the floodwall from Verbena Road to East Bayshore Road will be permanently opened once the access points at those roads can be improved in the coming weeks. Additionally, this spring the City of Palo Alto plans to install “sharrows” and signage on East Bayshore Road between Embarcadero Road and Pulgas Avenue to facilitate cars and bicycles sharing that road. This issue is very challenging, particularly for bike and pedestrian users of our trails, and we ask for patience during construction and look forward to the time less than one year from now when all of the project’s new or improved trails and trail access points will be opened permanently.

**b. Approve the Fiscal Year 2018-2019 Salary Schedule**

At the last SFCJPA Board meeting on March 22, 2018, the Board approved the Fiscal Year 2018-19 Operating Budget, which included a 5% annual salary adjustment for SFCJPA staff (this followed Board approval at its January 25, 2018 meeting of a 4% salary increase for me). At the March Board meeting, I indicated that at an upcoming meeting I would ask the Board to approve an updated SFCJPA Salary Schedule to reflect the salaries effective July 1<sup>st</sup> there are included in the FY2018-19 budget. The State and CalPERS require that the Board approve and make public our updated Salary Schedule.

Proposed Board action: Approve the enclosed SFCJPA Fiscal Year 2018-19 Salary Schedule.

Submitted by:



Len Materman  
Executive Director



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## Fiscal Year 2018-19 Salary Schedule

**Proposed** April 26, 2018

<u>Position</u>	<u>Annual Salary</u>
Executive Director	\$172,224
Senior Project Manager	\$117,600
Project Manager	\$105,000
Finance & Administration Manager	\$101,588