

SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY BOARD
SPECIAL MEETING
December 13, 2000

[Chairperson Kinney](#) called the meeting to order at 2:24 p.m. at the City of Menlo Park, Menlo Park City Library 800 Alma Street Menlo Park, California.

1. **ROLL CALL**

Members Present: Chuck Kinney (City of Menlo Park)
Dena Mossar (City of Palo Alto)
Greg Zlotnick (Santa Clara Valley Water District)
Rose Jacobs-Gibson (City of San Mateo County)
Cynthia D'Agosta (Executive Director)

Associate Member Present: Michael Fox (Stanford)
Pat Showalter (CRMP)
Jim Johnson (CRMP)
Jerry Heavin (CRMP)
Geoff Brosseau (CRMP)
Jeffrey Shore

Others Present: Jennie Micko; Christina Cuevas, (Santa Clara Valley Water District); Joe Teresi (City of Palo Alto), Glenn Roberts, Kent Steffens, Audery Seymour; Frank Benest; Phil Bobel (City of Palo Alto); Dave Bishop (City of East Palo Alto); Brian Lee; Lisa Ekers; Walt Callahan, (San Mateo County); Dianne Dryer (City of Menlo Park); Rubin Nino (City of Menlo Park); Marion Softky (Menlo Park Almanac)

2. **SPECIAL ORDERS OF THE DAY**- *none*

3. **PUBLIC COMMENT** - *none*

4. **CLOSED SESSION**- *none*

5. **APPROVAL OF MINUTES FROM PREVIOUS MEETING** –

[Chairperson Kinney](#) motioned to approve the minutes of the November 16, 2000 JPA Board meeting.

[Director Zlotnick](#) seconded this motion

Unanimously approved 4-0.

6. **APPROVAL OF THE AGENDA**

Chairperson Kinney motioned to approve the agenda for the December 13, 2000 JPA Board Meeting.

7. **CONSENT CALENDAR** - none
8. **PUBLIC HEARINGS** - none
9. **REGULAR BUSINESS** – UPDATES – (no action required)

1. **CRMP Report**

Pat Showalter of CRMP spoke of the Steering Committee. Also Ms. Showalter mentioned the Staff Activities, Grant Work and Community Outreach.

2. **Cost Allocation Workgroups**

Cynthia D’Agosta spoke of the Cost Allocation Workgroups and that Board members, staff and member agencies had received the questionnaire. Members were asked to go over with the consultant methodologies for a meeting regarding it on January 8, 2001. They also were to come back prepared to discuss it on January 25, 2001 Board meeting.

There was brief discussion regarding the level of detailed information that the consultants would be utilizing to construct models. Ms. D’Agosta concluded that an upcoming technical memorandum from the consultant is forthcoming.

3. **Policies and Procedures for Projects Workgroup/Project #20-1**

Executive Director D’Agosta led the discussion on the Policies and Procedures for Projects for Project #20-1. The workgroups have met twice now. Specific questions on Project #20-1 are being formulated that will be addressed to the Army Corps of Engineers.

The process for further development on the Project #20-1 The schedule (included with the packet) and the expectations for further development of Project #20-1 for the upcoming year are being developed. The project is on a very tight schedule. The Santa Clara Valley Water District (District) will be providing a very detailed schedule.

Director Zlotnick followed up on the timeline issue. Since the Santa Clara Valley Water District is doing the work on behalf of the JPA, it is something the Board needs to approve as a District project. The key is getting it on the JPA agenda and working out the timeline.

4. **January Regulatory Roundtable**

Executive Director D’Agosta spoke about planning an upcoming Regulatory Roundtable meeting. She is coordinating with numerous agency representatives

to gather and discuss directions that their agencies are taking with regards to watershed planning for flood management purposes. The meeting will also cover funding opportunities.

Ms. D'Agosta stated that this meeting is extremely important and that all Board members should attend. There is a possibility of having presentations prior to the discussion about our watershed and creeks. She is talking with the Regional Board and with Political offices to plan the meeting date.

Legal Counsel Consultant Selection

Executive Director D'Agosta reported on the panel of interviews for JPA legal counsel she directed on Monday 12/04/00. The panel of interviewers found all firms to be well-qualified. Gregory Stepanicich and Janet Coleson from the San Francisco firm of Richards, Watson & Gerhson emerged as the top candidates and were selected. Ms. D'Agosta is in the process of working out a contract with them at this time.

5. Request approval of grant to support Streamkeeper function

Executive Director D'Agosta made a request for the approval of a grant to supplement the 'Streamkeeper' work done by Mr. Jim Johnson. She asked the Board to approve her proceeding with drafting an agreement and resolution for the January 2001 Board meeting. Funding for the grant would come through existing "salary contingency funding" in the current budget.

Director Zlotnick questioned as to whether this would be more of an independent contract than a grant.

Executive Director D'Agosta stated that the Streamkeeper position is not a formal and structured position, yet a much relied on service that is already being conducted. The grant would supplement these activities, improving communication between the daily activity reports and agency responses to them.

Director Zlotnick asked legal counsel how informal can this be with the public's money. I don't have a problem with this but if someone wants to come after this, if there's not some sort of contract it's a gift. That's what a grant is.

Executive Director D'Agosta mentioned that there would be a contract for the specific amount of money and for a specific task to be completed, but I don't want it to turn into an employment contract.

Jim Johnson (CRMP) mentioned that he would feel more comfortable with a contract, and thinking a grant in being to an agency as supposed to individually. If this were a grant to another agency which in turn we gave the funds to him.

Director Zlotnick stated that if in fact Jim Johnson is under a contract, however with the JPA and is out and about doing streamkeeper activities that's its clear that when you speak you don't speak with the JPA.

Director Mossar mentioned that the word grant implies need of an application of why and in this case, Jim Johnson would be doing the work and we see value in

the work, and not particularly interested in having someone doing the work. It is very important to have this sum of money that is on contract for certain group of services for a year, but very clear reporting arrangements between the Executive Director and the contract core. I think this proposal raises that question which I know we are talking about the relationship between the CRMP and the JPA. I think ultimately that may sort itself out that the JPA has a set of activities that they would like done they would like a contract with the CRMP to do that. This year I am comfortable with contracting with streamkeeper, I just would like it to be a contract.

Director Jacobs-Gibson stated that along with a contract we should go through all the normal scenario that involves a contract and insures with insurance and at least discussed.

Chairperson Kinney motioned to recommend this item.

Director Jacobs-Gibson seconded.

Unanimously approved 4-4.

Director Zlotnick stated that this basically is to go forward and bring it back in the January 01 meeting.

6. Coastal Conservancy Grant Project Plan and Schedule

Executive Director D'Agosta mentioned that she met with Amy Hutzler a project manager of the Coastal Conservancy to go out on the site and went over the draft agenda for the first year of activity on the projects. Ms. D'Agosta to her out to the Children's Health Counsel to look at the different sites. An agreement occurred for the month of March 2001 to go to the Coastal Conservancy with this information. We will have to resubmit in the second and third year of funding, there is no all out three years. They want to see success the first year, they want us to go back and also would like the JPA to match these funds. They are seeing a lot of proposition 13 out there right now for the construction of projects and see us match it as well. She is very confident that they are supportive of the projects.

Executive Director D'Agosta stated that she wants to back to the Coastal Board in March 2001. So the letters have to be secure the letters of support in January and come back to the January 25, 2001 Board meeting for a resolution to go forward to the Coastal Conservancy Board.

Director Jacobs-Gibson asked what was the Children's Health Counsel?

Executive Director D'Agosta stated that one of the hospitals of Stanford came forward from Sand Hill Rd, Palo Alto. The Children's Health Counsel is a non-profit organization that leases from Stanford. We went out to look at the property. Jim Johnson (CRMP) pointed out on the annual Maintenance Walk that the slope has moved a full 15 feet and we have a playground situation that a fence is hanging over the embankment. It is in critical need.

Director Mossar mentioned that using the bank stabilization that and revegetation plan these are projects we are looking for to actually implement those plans along the creek so that we have some track record in actually using the plan. So we have a grant to help fund this. This site was one of them.

7. **Prop 13/TMDL Workgroup**

Executive Director D'Agosta mentioned that this another meeting that took place and that had attended. This workgroup has been meeting for several months and the original attempt was to coordinate a Regional Quality Control Board permit timeline.

On to getting coordinated and with regard to requirements related to sediment idiazidon. They started working on this and have come up with two parallel related goals that they are looking at 1) synchronizing the two counties permit cycles and dealing with the immediate listings 2) looking for the longer range to TMDL permit process. An extensive work plan has been created. At the last meeting the group agreed to submit a prop 13 fund to fund some of the pieces of this plan. A sub-group has been created. February 1, 2001 is the deadline for the grant submittal.

In the next couple of months decide what it is we are going to go after, come back to the workgroup and have them look at it. We are planning on finalizing this by January 12, 2001. Then to go forward with the grant from there.

8. **WMI Vision brochure and comments**

Executive Director D'Agosta mentioned that she is now on an e-mail list with the WMI, getting agendas and other items sent. The WMI is producing a handout, which is intended for the public, a huge fold-up brochure about the watershed division for the WMI.

Ms. D'Agosta asked if the JPA name should be listed on the list of stakeholders. The response that came back was that this list of stakeholders is actually WMI and not watershed stakeholders.

9. **Clip file**

Executive Director D'Agosta mentioned about a media clip file regarding different reports on the creeks. (*Handouts were given out at meeting*) Some of the agencies that are attached to the clip file are Palo Alto Weekly, The Almanac, The San Francisco Chronicle and The Stanford Daily.

11. **Mission and Vision Statement**

Executive Director D'Agosta mentioned about the Mission and Vision Statement that was sent out on e-mail to the people who usually attend the JPA meetings.

Ms. D'Agosta stated how she wanted someone to come up with a statement of Mission and Vision for the JPA. Asked of everyone to come up with a statement and bring the information back to the next Board meeting.

12. **Workplan**

Executive Director D'Agosta used an overhead to show the various workplan draft outlines and making her comments and descriptions on each item:

- a) Mission Statement
- b) Provisions
- c) Participating Agencies & Organizations
- d) Short-term Plan
- e) Long-term Plan
- f) Operational Plan (Business Development)
- g) Standing Plan
- h) Personnel & Human Resources
- i) Consultant Contracts
- j) Tracking Regular Funding Opportunities Cycles
- k) Board Functions
- l) Agenda Preparation & Distribution

13. **Creek Project example files**

Executive Director D'Agosta mentioned that these are specific items for the budget, establishing a workgroup for January- March and scheduling meetings. To get member agencies staff to help to develop a budget, gathering background information, incorporating grant allocations and applications. Scheduling of the meetings to be discussed at the January meeting.

14. **Pubic Comment**

Jeffrey Shore as the question about the status of the CORP?

Executive Director D'Agosta mentioned that she has had on going conversations as of last month. They are to help us with the flood control project. We are in the process of expediting the process and get it moving on, with an explanation of the resolution that stands, which is to do a flood control project with the Core of Engineers & JPA and which member agencies would like to address it through a watershed resolution, and needs to finished by the 1st?

15. **BOARD MEMBERS REPORTS**

Director Zlotnick mentioned that Measure ‘B’ passed in the elections.

Director Jacobs-Gibson congratulated Chuck Kinney for being re-elected. Also introduced a new counsel member to the City of East Palo Alto City Counsel [Donna Rothenburg](#), who was present at this meeting today.

16. **BOARD MATTERS** *–none*

17. **ADJOURNMENT**

Meeting was adjourned at 4:01 p.m.

MINUTES PREPARED AND SUBMITTED BY:

Christina Cuevas
Santa Clara Valley Water District