

MINUTES
SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY BOARD
4 March 2004

Chairperson Bay called the meeting to order at 6:08 p.m. at the East Palo Alto Council Chambers, 2415 University Avenue, East Palo Alto, California.

1. Roll Call

Members Present: Chairperson Bay, City of East Palo Alto
Vice Chair Zlotnick, Santa Clara Valley Water District
Director Kinney, City of Menlo Park
Director Mossar, City of Palo Alto
Director Jacobs Gibson, San Mateo County Flood Control District

Members Absent: None

Associate Members Present: Jerry Hearn, Watershed Council

Associate Members Absent: Stanford University

JPA Staff Present: Cynthia D'Agosta, Executive Director

Andrew Kloak, Staff

Kevin Murray, Staff

Others Present: Beau Goldie (SCVWD); Kent Steffens (City of Menlo Park); Debra O'Leary (City of East Palo Alto/COE Liaison) Mike Sartor (City of Palo Alto); Ann Stillman (San Mateo County Flood Control District); Xenia Hammer (Crescent Park Neighborhood Association); Mary Schaefer (Palo Alto Resident); John Schaefer (Palo Alto resident); Jeffrey Shore (Duveneck Saint Francis Neighborhood Association); Jerry Hearn (Acterra); Art Kraemer (Los Altos resident); Walter Loewenstein (Palo Alto resident);

2. APPROVAL OF THE JANUARY 22, 2004 ANNUAL MEETING MINUTES

Board members considered approval of the January 04 minutes. Director Mossar moved approval of the minutes, Director Jacobs Gibson seconded, and approved 5-0.

3. APPROVAL OF AGENDA

Board members considered approval of the agenda of the meeting. Director Zlotnick moved approval of the agenda, Director Mossar seconded, and approved 5-0.

4. CONSENT CALENDAR- None

5. PUBLIC COMMENT – *This is a limited time for public to comment on items not on the agenda.*

6. REGULAR BUSINESS

- A. *Approval of Resolution #04-03-4 – Authorizing the Executive Director to enter into a Memorandum of Agreement (MOA) with SCVWD to conduct an AQUATIC HABITAT AND LIMITING FACTORS ANALYSIS (STUDY) in the San Francisquito Creek Watershed.*

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Ms. D'Agosta stated the approval of this resolution would allow the JPA to enter into a Memorandum of Agreement (MOA) with SCVWD to perform this Study. She said JPA Legal Counsel had reviewed the MOA and the SCVWD Board of Directors approved it a few weeks earlier [February 17, 2004].

Ms. D'Agosta said the Study was the second phase in the TMDL process and that continuing with the same consultant [Northwest Hydraulic Consultants] would save both parties time and money. She said SCVWD would be the project manager to manage the consultant, work product and deliverables.

Ms. D'Agosta said the JPA's role would be to act as the contract agent to handle the financial management and accounting of the funds. She said the fiscal impact was that the JPA would receive an additional \$2,500 into the agency's grant administration revenue account.

Director Mossar asked whether there was a work product that came out of this, and if the JPA would be free to use the finished results of the Study to its own purposes.

Ms. D'Agosta said there would be a final report once the Study was complete that would be property of both the JPA and the SCVWD.

Board members considered approval of Resolution #04-03-4. Director Zlotnick moved approval of the resolution; Director Jacobs Gibson seconded, and approved 5-0.

B. Director's Report

Ms. D'Agosta stated that at the request of Mayor Duboc (JPA alternate), she'd made a presentation to the City of Menlo Park City Council on February 24th. She reported that Councilwoman Winkler requested that the JPA Board consider making coordination of member agency emergency response more of a priority. Ms. D'Agosta reported that a second idea raised by Mayor Duboc was for the JPA to continue its upper watershed membership efforts by making connections through an inner-city sub committee of CCAG and the San Mateo County Emergency Services JPA. Mayor Duboc offered to assist with contacts in both of these groups.

Director Mossar said it was good to look at every opportunity to include stakeholders and improve discussions about the creek, but not to get sidelined by potentially unrelated requests.

Director Mossar said we have agreed on the need to coordinate emergency response, and to be aware of what each jurisdiction is doing in this area. And although emergency response is important, based on the relatively little energy the Board has requested of staff to put into the subject, it has not been of the highest priority.

Chairperson Bay said getting into dialogue with the upper watershed communities was important but these [CCAG and San Mateo County Emergency Services JPA] were perhaps not the groups to best engage Portola Valley and Woodside.

Director Zlotnick said that the JPA should be tapping into people like Craig Breon, who chairs the Town of Portola Valley Planning Commission, and is Director of the Santa Clara County chapter of the Audubon Society. He said this might be more productive towards getting the Woodside and Portola Valley to be members of the JPA, rather than at the town council level.

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Director Zlotnick said that the Counties on either sides of the creek do not formally meet on emergency response matters. He said each side is always refining their emergency response capabilities and then meets with the other county to share ideas.

Ms. D'Agosta said she would bring back a more deliberate staff assessment of what the JPA could do to increase coordination of emergency response and what that would require in terms of resource allocations.

7. BOARD AND ASSOCIATE MEMBER REPORTS - *Agendized reports from Board and/or Associate Members requesting Board action.*

None

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

Director Zlotnick said he was in Washington DC recently and learned that the Army Corps of Engineers FY05 budget discussions started with a \$600 million reduction. He said that some of money would be put back in over the course of the budget negotiations. He said the JPA needed to develop contingency plans to address this situation.

Director Mossar said she noticed that JPA Associate Member Stanford University had not been attending the meetings for the last several months. She raised the need to get Stanford to commit in a more formal way to be active members of the JPA.

9. ADJOURNMENT TO STUDY SESSION

Chairperson Bay adjourned the meeting at 6:43 p.m.

A STUDY SESSION SUMMARY WILL BE MADE AVAILABLE IN A SEPARATE REPORT AT THE NEXT MEETING.

Minutes Prepared by: Andrew M. Kloak
San Francisquito Creek Joint Powers Authority