

**San Francisquito Creek Joint Powers Authority**  
**February 25, 2021 Board Meeting Minutes**

Director Abrica called the meeting to order at 3:30 p.m. via streaming video and teleconference call.

**1) ROLL CALL**

Members Present: Director Ruben Abrica, City of East Palo Alto  
Director Gary Kremen, Santa Clara Valley Water District (Valley Water)

Director Pat Burt, City of Palo Alto  
Director Dave Pine, San Mateo County Flood & Sea Level Rise  
Resiliency District

Members Absent: Director Drew Combs, City of Menlo Park

Alternates Present: Director Cecilia Taylor, City of Menlo Park

JPA Staff Present: Margaret Bruce, Executive Director  
Kevin Murray, Staff  
Tess Byler, Staff  
Miyko Harris-Parker, Staff

Legal Present: Trisha Ortiz

**2) APPROVAL OF AGENDA**

ACTION: Motion and second (Kremen/Burt) to approve the agenda passed 5-0.

Roll call vote:  
Director Abrica Aye  
Director Burt Aye  
Director Taylor Aye  
Director Kremen Aye  
Director Pine Aye

**3) APPROVAL OF January 28, 2021 REGULAR BOARD MEETING MINUTES**

ACTION: Motion and second (Kremen/Pine) to approve the January 28, 2021 Regular Board meeting minutes passed 5-0.

Roll call vote:  
Director Abrica Aye  
Director Burt Aye  
Director Taylor Aye  
Director Kremen Aye  
Director Pine Aye

**4) PUBLIC COMMENT**

None.

**5) INFORMATION ITEMS**

Executive Director's Report

Ms. Bruce presented the Executive Director's report highlighting the anniversary of the 1998 flood, the celebration and honor of Senior Project Manager Kevin Murray's twenty-year anniversary with the SFCJPA and project updates.

Director Pine left the meeting at 3:45 pm.

**6) CONSENT AGENDA - ACTION ITEMS**

FY 2019/2020 AUDIT and CALPERS SSI Resolution

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ACTION: Motion and second (Burt/Kremen) to approve the FY2019/2020 audit and the CALPERS SSI Resolution passed 4-0. Director Pine not present.

Roll call vote:

Director Abrica Aye

Director Burt Aye

Director Taylor Aye

Director Kremen Aye

Director Pine Not present

**7) ACTION ITEMS**

Flood Early Warning System – recommended changes

Discussion was had regarding removing the responsibility of sending warning notifications to the public. Ken Dueker, City of Palo Alto Office of Emergency Services (OES), and Jeff Norris from San Mateo County OES expressed support for the SFCJPA canceling public warning notifications confirming that each of their OES departments are capable to send out those messages.

Staff was given direction to develop a MOU between the SFCJPA, City of Palo Alto OES and San Mateo County OES that highlights the transition of duties and bring back to the Board for approval.

**8) DISCUSSION ITEM/S**

Preliminary 2021/2022 organizational budget

The preliminary FY2021/2022 organizational budget was presented to the Board for discussion.

Jerry Hearn, Portola Valley resident questioned if there is a time limit associated with the funds allocated for the CAP 205 contribution and or if the funds will be reimbursable. Mr. Murray responded that there is a 3-year schedule and that the funds are not reimbursable. Mr. Murray explained that the CAP 205 program is a more efficient process than the previous General Investigation because work does not require the same level of vertical review by Headquarters.

**9) BOARD MEMBER COMMENTS, INFORMATION ITEMS, REQUESTS and ANNOUNCEMENTS**

Director Abrica and Director Burt recommended scheduling either a Board strategic planning session or a Board retreat to discuss items like project funding and agency purposes.

**10) CLOSED SESSION**

Public comment on Closed Session

None.

Public Employee Performance Evaluation: Executive Director

Adjourned to closed session at 4:45 pm.

Report out from Closed Session

Readjoined to open session at 5:01 pm.

SFCJPA Legal representative Trisha Ortiz stated that there were no reportable actions from the closed sessions.

**11) ADJOURNMENT**

Adjourned at 5:02 pm

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