

MINUTES
SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY
26 June 2003

Chairperson Kinney called the meeting to order at 6:05 p.m. at the City of Menlo Park, Council Chambers, 801 Laurel Street, Menlo Park, California

1. Roll Call

Members Present: Director Bay, City of East Palo Alto
Director Jacobs Gibson, San Mateo County Flood Control District
Director Kinney, City of Menlo Park
Director Mossar, City of Palo Alto

Members Absent: Director Zlotnick, Santa Clara Valley Water District

Associate Members Present: Phil Chang, Watershed Council
Michael Fox, Stanford University

Associate Members Absent: None

JPA Staff Present: Cynthia D'Agosta, Executive Director
Andrew Kloak, Staff
Kevin Murray, Staff

Others Present: Jennie Micko, Pat Showalter, Laura Young (SCVWD); Dianne Dryer, Ruben Nino (City of Menlo Park); Joe Teresi (City of Palo Alto); Debra O'Leary (COE Liaison to City of East Palo Alto); Brian Lee (San Mateo County Flood Control District); Philippe Cohen (Jasper Ridge Biological Preserve-Stanford); Ken Rood (Northwest Hydraulics); Jeff Shore (Duveneck Saint Francis Neighborhood Assn.); Art Kramer (PA Resident); Glenna Violette (CPNA); Joe Violette (CPNA); Ginger Holt (Menlo Park Resident)

2. PUBLIC COMMENT-None

3. APPROVAL OF AGENDA

Ms. D'Agosta stated that she wanted add agenda item 8.E. under the Member Reports category. [Jim Johnson asked to report on Invasive Weed week and a tour.] Board members considered approval of the agenda as amended. It was moved by Director Bay, seconded by Director Mossar, and approved 4-0.

4. CONSENT CALENDAR-None

5. APPROVAL OF THE JUNE 26, 2003 SPECIAL MEETING

Board Members considered approval of the minutes from the last meeting. It was moved by Director Mossar, seconded by Director Jacobs Gibson, and approved 4-0.

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6. REGULAR BUSINESS

A. Status Report on Continuing Authorities Project (CAP 205)

Ms. D'Agosta stated the letter to the Army Corps of Engineers (COE) requesting the CAP 205 project focus on Reach 1 of the creek and that the COE-San Francisco Office had received the letter and was officially asking for funding for the project.

Ms. D'Agosta stated that once funding was approved, the COE would move forward on the Initial Study (IA), which is the first phase. She stated the CAP 205 Management Team would reconvene on the following Monday and in July would introduce the funding cycle.

Director Mossar said the mayors of Menlo Park, Palo Alto and East Palo Alto got together the day before. She suggested that a presentation on the CAP 205 project should be something that JPA consider hosting at workshop to the three councils in one sitting.

B. Presentation on "Watershed Analysis and Sediment Reduction Plan"

Ken Rood, a consultant from Northwest Hydraulics, gave a presentation that updated the progress of the Watershed Analysis and Sediment Reduction Plan. Mr. Rood summarized the San Francisquito Creek Watershed Historic Conditions Analysis Report. The full document is available online on the JPA page on the City of Palo Alto website.

C. Presentation on "Bank Stabilization" project

Mr. Rood gave a second presentation on the process of the bank stabilization project funded by the Coastal Conservancy. He said there were three demonstration sites on the creek that are moving toward construction. They are the Norton residence in Menlo Park, Children's Health Council, and Sunset Magazine.

Mr. Rood said they were looking at options such as developing better toe protection in the channel, creating floodplain, fixing channel alignment, and fostering JPA-property owner collaboration through the project.

Mr. Rood said the next steps for the project were finalizing concepts with the JPA and the landowners, finalizing the cost estimates, defining permitting, and creating a record for the future.

Director Bay said he wanted to know how disruptive the bank stabilization process was going to be.

Mr. Rood said the high elevation of the banks would require that excavation of soil would have to occur.

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Director Bay said the JPA should use this incremental pilot project to better understand the impacts construction work have on the creek. He said this could prove helpful as the JPA moves toward bigger projects.

Director Bay said he was unclear of the concept of spurs in the creek referenced in Mr. Rood's presentation.

Mr. Rood said the spurs are set in the creek to protect the bank and the nose of the projection is not high. He said another option to protect the bank was adding large rocks along the banks.

Director Bay said this bank stabilization project was a learning opportunity to see if we can successfully disturb the streambed and put it back together better. He said bank stabilization should look at the whole cross-section of the creek, including the area in the middle of the stream. He said a box culvert underneath the middle of the stream could be an option to increase channel capacity.

Director Mossar said the JPA would be able to learn a whole body of information from this project. She said we do have to get permits and the permitting authorities may only allow a certain level of disruption.

Chairperson Kinney said that the presentation did include an option of toe stabilization work in the center of the creek. He said Mr. Rood's presentation on the project was excellent and asked what was the next step on funding.

Kevin Murray said the landowners, who would be receiving the benefits from these projects, would be providing funds for final design and permitting. He said the JPA received a Clean Water Act (319 H) grant in the amount of \$316,000 and that construction money would be coming through in January 2004. He said if all goes well construction could begin in July of that year.

Chairperson Kinney open the floor to questions from the JPA Associate Members.

Philippe Cohen asked what the criteria would be used to evaluate the success of this bank stabilization project.

Mr. Murray said there were no criteria on this yet.

Director Mossar asked Ms. D'Agosta the appropriate mechanism to define these criteria to determine the project's success.

Ms. D'Agosta said discussing this on the steering committee level and looking at other examples of monitoring programs would be the best places to start on this.

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Director Mossar requested that staff develop criteria for evaluation of success of the bank stabilization project and have this item placed on an upcoming agenda for Board discussion.

Phil Chang [referring to the sediment study] asked what was being planned for sediment already stored in the channel and in Searsville Lake.

Mr. Rood said this issue needed to be looked at. He said sediment would be looked at through a separate environmental consultant.

D. Update on Ira Bonde Bridge weir modification planning

Chairperson Kinney introduced this item with a background on Ira Bonde, in whose name the pedestrian bridge at Alma Street was named. He said Bonde was a long time mayor of Menlo Park and was an early friend of San Francisquito Creek.

Mr. Murray said the Ira Bonde weir was set in place for grade control to protect the wall for the Cal Train crossing the SF Creek at El Palo Alto Park. He said the weir is in a degraded state and in 2001 the JPA was awarded a grant to do a preliminary analysis on the structure.

Mr. Murray said Water Consulting Inc would present the final report on this study to the board in October 2003. He said the JPA was working with Watershed Council on this project and construction could be in summer 2005.

Director Mossar asked who was the lead agency on this project. She said this was very different from anything she has ever worked with.

Mr. Murray said the lead agency has not been determined. He said the JPA got the ball rolling and split the workload between the two entities [Watershed Council and JPA.]

Director Mossar asked at what point are we held accountable for something we are not in control of it. She said she has not seen something like this and a Memorandum of Understanding (MOU) has to be done to establish relationship of the two agencies related to this project.

Mr. Chang said the question of who will be the lead agency needed to be worked out. He said this was the kind of project that might not have been otherwise undertaken because of the layers jurisdictions and agencies involved.

Director Jacobs Gibson said there needed to be a level of accountability established on this project.

Ms. D'Agosta acknowledged that establishing a MOU for this project and even for bank stabilization was important.

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Director Bay said there should be a MOU for all projects the JPA. He said this practice should be something JPA establishes in the very near future.

E. Update on Corte Madera Creek Planning

Mr. Murray said JPA and Portola Valley are jointly working to expand the Bank Stabilization and Revegetation Master Plan to Corte Madera Creek. He said the project would take 12 months to complete with a final report presented to the Board in September 2004.

Director Mossar asked the meaning of the fourth bullet in the key facts of the staff report.

Mr. Murray said that wording meant that the Town of Portola Valley would pay the upfront costs for the grant.

Director Mossar said she was glad to hear that this.

7. COMMUNICATIONS

A. Presentation of the JPA web page

Joe Teresi presented the newest improvements in the JPA home page. He said JPA agendas and staff reports for the past six months are now online. He said the possibilities for the kinds of information the JPA can have on the site are endless.

Chairperson Kinney said he wanted to thank his colleagues from the City of Palo Alto for making this happen.

B. Creek Authority News

Ms. D'Agosta stated the Creek Authority News had just come out that. She stated the publication comes out every six months and was in the Board packets and online.

8. MEMBER REPORTS

A. Santa Clara Valley Water District Ordinance #83-2 update

Jennie Micko said Ordinance #83-2 began as a discussion a few years ago to change the existing ordinance they use when reviewing development along creeks. She said a collaborative meeting between the cities in Santa Clara County was put together to work on the ordinance. Ms. Micko said the ordinance would be ratified on the staff level in July.

Chairperson Kinney asked if the SCVWD wanted members from the county to the north to be participants in this.

Ms. Micko said this would be very good if they did and hoped the product was something the JPA could entertain. She said they invited member from San Mateo County and Menlo Park to attend a series of meeting on this but they did not attend.

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Ms. D'Agosta stated that the City of Palo Alto would be a signatory on this. She stated the JPA would sit in on future meetings on this to help develop the guidelines.

Director Bay said he wanted to better understand how all the jurisdictions were part of the collaborative on this and how would the JPA overlay upon this.

B. East Palo Alto Flood Plain Management Study

Debra O'Leary said the Flood Plain Management Study was being submitted to the COE. She said she was working on getting an electronic version of this report on either the JPA or East Palo Alto website.

Ms. O'Leary said the information from this study could be used to update East Palo Alto's FEMA map and for emergency planning.

C. Menlo Park status on Sand Hill Road Bridge Project. Menlo Park is the lead agency with review from Palo Alto and permitting from Santa Clara Valley Water District and San Mateo County

Ruben Nino said there were major upgrades to the creek at Sand Hill Road. He said he expected that construction would cause Santa Cruz Avenue between Sand Hill Road and Junipero Serra to be closed road for five months in Summer 2004. He said that City of Menlo Park staff met with JPA staff in June to go over this project.

Director Jacobs Gibson said San Mateo County has been involved in the Sand Hill Road project and San Mateo County Flood Control District has reviewed the contract but not seen the plan yet.

D. Menlo Park pedestrian bridge (at Willow Road) update.

Ruben Nino said the pedestrian bridge at Willow Road was a joint project between City of Palo Alto and the City of Menlo Park. He said there was only one bid on this project and they are going to reopen bidding. He said reworking this bridge will be over twice the cost of rebuilding San Mateo Bridge and they plan on being out of the creek by October 15th.

Mr. Nino said the bridge is structurally sound with the support beams extending four to five feet below the flow line of the creek.

Director Bay said this project does not seem to be wrapped cloak of collaborative language as other projects have been. He asked how involved the JPA is with this project?

Ruben Nino said there has been some collaboration. He said it was in the Master Plan and this project has been the works for five years.

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E. Invasive Weed Awareness Week update

Jim Johnson said July 21-25 is invasive weed awareness week. He invited the JPA Directors, JPA Alternates, Public Works Directors and others to come out on a tour that will look at arrundo and other invasive plants. He said a SF Creek tour would occur on Wednesday, July 30th from 9 a.m. to 1 p.m.

Director Mossar said expecting board members to visit one or two sites was reasonable but a five-hour tour was extreme. She encouraged staff to revise this.

Director Bay said a better idea would be to gang three or four topics together would be just focusing on Arrundo only. He said they didn't lack the commitment to arrundo but wanted to make this a more valuable learning opportunity.

9. SPECIAL ANNOUNCEMENT: Ms. D'Agosta announced a change in the Board meeting date for July from the 24th to the 21st; August no meeting will be held.

10. BOARD MEMBER REPORTS OR ANNOUNCEMENTS

Director Jacobs Gibson said the San Mateo County Board of Supervisors approved their budget that included the operational budget of the San Francisquito Creek Joint Powers Authority the Tuesday before.

11. ADJOURNMENT

Chairperson Kinney adjourned the meeting at 8:00 p.m.

MINUTES PREPARED BY: Andrew Kloak
San Francisquito Creek Joint Powers Authority