



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY

Notice of Regular Meeting of the Board of Directors

Thursday, March 25, 2021

3:30 P.M.

Due to the risk of COVID-19 transmission, this meeting will be held remotely. Members of the public may observe and offer comment at this meeting by using the chat function and typing your question or comment, by selecting the raise your hand function or if you are joining by phone unmuting yourself and letting Clerk of the Board or Board Chair know you wish to speak. If you require an accommodation pursuant to the Americans with Disability Act, please contact the Clerk of the Board at the phone number or email listed at the bottom of this Agenda by 10:00 am on the day of the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81248604152?pwd=dWgvMHdDN29hWFRjL05DcUJDS1I4UT09>

Meeting ID: 812 4860 4152

Passcode: 284888

(669) 900-6833,,81248604152#,,,,*284888#

Members of the Public may speak on any agenda item for up to three minutes

Agenda

1. ROLL CALL
2. APPROVAL OF AGENDA: Changes or additions to the agenda.
3. APPROVAL OF MEETING MINUTES: February 25, 2021 Regular Meeting.
4. PUBLIC COMMENT: *Individuals may speak on a non-agendized topic for up to three minutes.*

REGULAR BUSINESS

Members of the Public may speak on any agenda item for up to three minutes

5. INFORMATION ITEMS
 - A. Executive Director's Report
6. BOARD MEMBER COMMENTS, INFORMATION ITEMS, REQUESTS and ANNOUNCEMENTS (Information only)

**(650) 457- 0943 * jpa@sfcjpa.org * 2100 Geng Road, Suite 210* Palo Alto, CA 94303
SFCJPA.ORG**



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7. CLOSED SESSION

Public Comment on Closed Session: Individuals may speak up to three minutes.

A. Public Employee Performance Evaluation

Title: Executive Director

B. Report from Closed Session

8. ADJOURNMENT

PLEASE NOTE: Board meeting Agenda and supporting documents related to items on the Agenda can be viewed online by 3:30 p.m. by Monday March 22, 2021 at sfcjpa.org -- click on the "Meetings" tab near the top.

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

DRAFT

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.

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6) CONSENT AGENDA - ACTION ITEMS

FY 2019/2020 AUDIT and CALPERS SSI Resolution

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

Readjourned to open session at 5:01 pm.

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

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11) ADJOURNMENT

Adjourned at 5:02 pm

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

Executive Director's Report, March 25, 2021

Project Updates

Upstream Project Funding –

No change from last month's report.

Reach 2 Upstream Project -

Channel capacity improvement alternatives continue to be refined where possible to minimize tree removal, impacts to the channel, and impacts to property owners adjacent to the project features. However, for tree removals, we are assuming for city tree permit applications the list of trees that was presented at the public outreach meetings. Our arborists have informed us that it will be easier for canopy and replacement determination that adding in additional trees to be removed is harder than simply preserving a tree that was scheduled for removal.

Results of this evaluation will be incorporated into and our permit applications with resource agencies, including San Francisco Regional Water Quality Control Board, California Department of Fish and Wildlife, US Fish and Wildlife and US Army Corps of Engineers.

We plan to submit our permit applications in Summer 2021. Based on grant requirements from the Department of Water Resources, we must have all of our permits in hand by November 2022, as well as an addendum to the EIR if needed, to preserve almost \$3 million in construction funding. Our current schedule will place the project in the best position to have permits completed well ahead of our anticipated construction in 2023 and 2024.

Newell Bridge Status –The Palo Alto public works, SFCJPA and Valley Water teams met recently to discuss and explore the possible advantages of combining permitting efforts for Newell Bridge and the SFCJPA's Reach 2 project. This has the potential to minimize redundant efforts, and to allow resource agencies to better evaluate our watershed approach. In addition, this could streamline the permitting processes by eliminating the need to submit separate application packages and fees and memorialize construction sequencing. If there is consensus that this is a worthwhile approach and there are no legal issues preventing this, and if doing so would not disrupt our preparation of the application materials or cause a delay in submitting the application packages, which we are still determining, we will move forward with single applications

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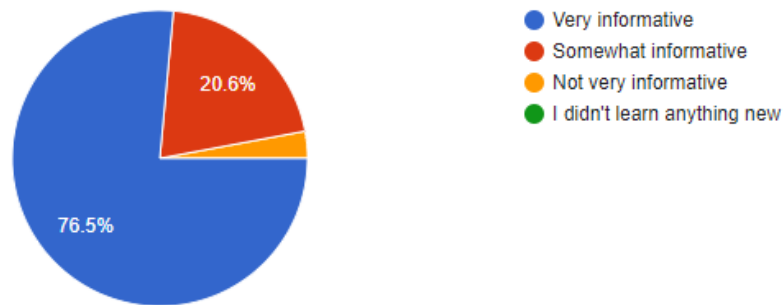
to each agency with the SFCJPA as permitting lead for all flood risk reduction project features in Reach 2.

Public Outreach -

Per the board's direction, staff coordinated and presented two virtual public outreach project update events. The first event on February 23 provided a general overview of the Reach 2 project. This event was attended by 87 people (out of an RSVP list of 157 people). 35 people responded to the follow up survey.

How did you find the workshop?

34 responses

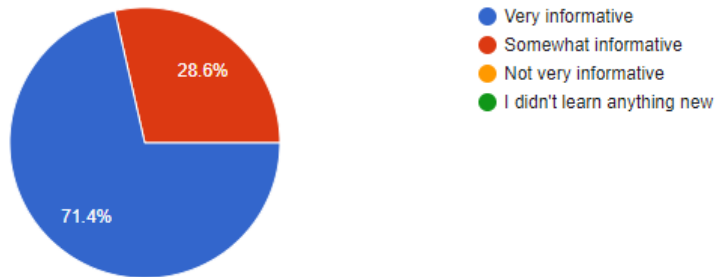


The second event was held on March 2 and focused on the project's impact to trees. This event was attended by 100 people (out of an RSVP list of 187 people). 24 people responded to the follow up survey.

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How did you find the workshop?

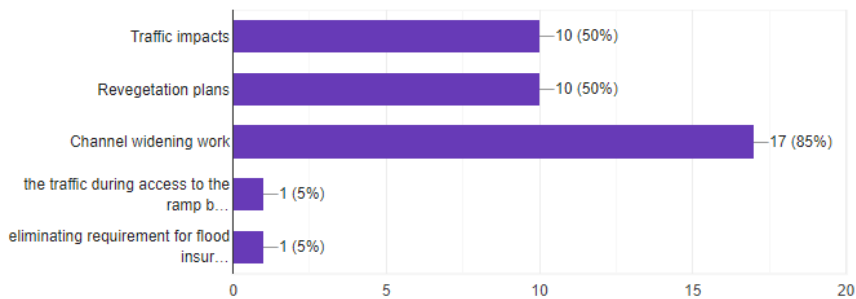
21 responses



Feedback suggests other topics for future outreach events.

What other focused Reach 2 project updates are you interested in?

20 responses



Links to the recordings of both presentations, as well as written responses to the questions asked during each meeting, have been posted on the SFCJPA website. www.sfcjpa.org/events

Upstream detention evaluation

The first field visit to the proposed detention sites on Stanford lands was conducted on March 5 and included SFCJPA staff, members of our consultant team, and Stanford representatives. An updated data request memo was prepared based on field observations. Staff will coordinate a follow up meeting with Stanford to request additional information to begin hydraulic and infiltration analyses based on existing studies and arrange for field studies as needed over the next several weeks. Our

consultants have several ideas for ways to utilize the identified sites for floodwater attenuation that minimizes impacts to Stanford lands, and particularly to current operations conducted on the sites. Our evaluations will determine if those alternative approaches will provide meaningful flood risk reduction before advancing the concepts.

SAFER Bay

At the request of Menlo Park Vice Mayor Cecilia Taylor, the SFCJPA provided an onsite overview of the Menlo Park elements of the SAFER Bay project as well as the components of the recently completed Menlo Park FEMA BRIC application. Staff are always open for tours for the Board Members.

FEMA/CalOES BRIC Grant Application

To raise the visibility of the SFCJPA with FEMA and to better understand how FEMA grant applications are reviewed, assessed, and processed for award, Tess Byler represented the SFCJPA on the inaugural FEMA BRIC National Review Panel – reviewing and scoring BRIC applications from other regions on projects with no potential conflict of interest. This confidential review process will continue through April 2, with final project selection by FEMA this summer.

Flood Early Warning System

At the December board meeting, questions were raised regarding the Flood Early Warning System. The Flood Early Warning System's Operating System is being updated, moved to new servers, and tested. The component of the system providing alerts to residents is being transitioned to the emergency alert systems now in place for both Santa Clara and San Mateo Counties (SCCAAlert and Alert SMCo). The draft agreement for that transition has been shared with our emergency response colleagues and we are awaiting their input. Once we have their input, we will confer with legal counsel and then bring the final draft agreement back to the board.

Components of the system that provide real-time data on rain and flow conditions in the upper watershed that informs response agencies will remain and continue to be managed by SFCJPA staff.

Downstream Project

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O&M: Monitoring and maintenance of the restoration sites that mitigate construction impacts have been paid for over the past 3 years through the construction funding agreements put in place to build the project. Funding for the first of the seven remaining years of monitoring and reporting as required by our regulatory permits is included in the preliminary operational budget for fiscal year 2021/2022. Once the budget is approved, we will develop and release a Request for Proposals for a consultant/contractor team than can provide the needed maintenance, monitoring, and reporting for the project’s mitigation sites through the required 10-year reporting period.

Organization/Administration Updates

- Visits to the SFCJPA website have increased 30% month over month.

Forward View of Board Agendas

Please review and provide your input on items that you would like to see on future agendas. This forward view will be updated each month.

Board Committee Meetings	Purpose	Date

Regular Board meeting	Envisioned Agenda Items
April	Organization and Project Updates Budget Approval Early Flood Warning System MOU Board Handbook Employee Handbook/Policies – review Banking and LAIF updates Resolution for Kevin Murray twenty year anniversary
May	
June	Comprehensive Plan review
July	Comprehensive Plan 2021 edition acceptance/ratification
August	Summer Board Recess. No meeting planned.
September	
October	
November	

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Regular Board meeting	Envisioned Agenda Items
December	
January	Election of new board member positions; review updated board handbook