

**San Francisquito Creek Joint Powers Authority**

**October 22, 2009 Board Meeting**

**Agenda Item 2**

**September 24, 2009 Board Meeting Minutes**

Chairperson Robinson called the meeting to order at 4:06 p.m. at the City of Menlo Park Council Chambers, 701 Laurel Street, Menlo Park, CA

**DRAFT**

**1) ROLL CALL**

Members Present: Chairperson Robinson, City of Menlo Park  
Director Kwok, Santa Clara Valley Water District  
Director Abrica, City of East Palo Alto left at 4:45  
Director Gordon San Mateo County Flood Control  
Director Drekmeier, City of Palo Alto

Alternates Present: Director Romero arrived at 5:15 pm

Associate Member: Stanford

JPA Staff Present: Len Materman, Executive Director  
Kevin Murray, Staff  
Miyko Harris-Parker, Staff

Legal Counsel Present: None

Others Present: Art Kraemer, Palo Alto resident; Joe Teresi, City of Palo Alto; Trish Mulvey, Palo Alto resident; Tom Zigterman, Stanford; Anne Stillman, San Mateo County Flood Control District; Bill Springer, Santa Clara Valley Water District; Chris Elias, Santa Clara Valley Water District; Jason Christie, Santa Clara Valley Water District; Tom Rindfleisch, Palo Alto resident; Lennie Roberts, Committee for Green Foothills; Cynthia D'Agosta, Committee for Green Foothills

**2) APPROVAL OF SPECIAL MEETING MINUTES AUGUST 27, 2009**

Director Drekmeier moved approval of the August 27, 2009 Special Meeting Minutes with amended changes. Director Kwok seconded. Minutes approved 5-0.

**3) APPROVAL OF AGENDA**

Agenda approved 5-0.

**4) CONSENT CALENDAR**

None.

**5) PUBLIC COMMENT**

None.

**6) REGULAR BUSINESS – EXECUTIVE DIRECTOR'S REPORT**

2007-08 Audit follow-up: Resolution to invest JPA funds in the Local Agency Investment Fund

Mr. Materman opened the Executive Director's report presentation with a brief review of the FY 2007-2008 audit recommendations given by JPA auditor, Kevin Harper. Mr. Materman

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continued by outlining the steps JPA staff has taken to put each recommendation into place. Mr. Materman presented a resolution that would approve the Executive Director to transfer the balance of the savings account to a LAIF account to earn a higher rate of return for the agency as recommended by the JPA auditor. Director Gordon moved adoption of Resolution 09-24-09. Director Abrica seconded.

Director Drekmeier asked for clarification of the security issues revolving the process of withdrawing money from the LAIF account. Mr. Materman explained that the security issues are secure in the fact that money can only be withdrawn and deposited directly into the Wells Fargo Banking account. Chairperson Robinson asked what investments are used by LAIF. Mr. Materman responded saying that he would send the information to the Board upon receiving the information from LAIF. Motion to approve Resolution 09-24-09 passed 5-0.

Capital Project update

Mr. Murray gave the Board an update on the JPA capital project schedule. Director Kwok asked what the budget was for the project. Mr. Murray replied saying that the two RFPs listed a budget of \$500,000 - \$700,000 each, for a total not to exceed \$1.4M. Mr. Materman informed the Board that the contract and the funding agreement would be presented to the Board for approval at the October Board meeting.

Mr. Materman informed the Board that Congresswoman Eshoo contacted both Chairperson Robinson and himself in regards to requesting that the downstream project be included within the 2010 WRDA and that he had prepared a formal letter of request to be sent to Congresswoman Eshoo regarding the Water Resources Development Act of 2010. Mr. Materman presented the letter to the Board asking for comments and or approval for the letter to be mailed to Congresswoman Eshoo. Director Gordon moved approval for the Executive Director to send a letter to Congresswoman regarding the Water Resources Development Act of 2010 for the San Francisquito Flood Control Project Request. Chairperson Robinson seconded. Motion to send letter approved 5-0.

**7) INFORMATIONAL ITEMS –**

Presentation by a professor and a graduate student from Stanford University: Using advanced technology to better understand San Francisquito Creek flooding patterns

Mr. Materman introduced Stanford Professor David Freyberg and Stanford graduate Kasey Hurlbutt, who made a presentation on using advanced technology to better understand San Francisquito Creek flooding patterns.

Trish Mulvey, Palo Alto resident, thanked the SCVWD and SMCFCFCD and Japer Ridge for all of their help with the completion of this project. Mrs. Mulvey also thanked Mr. Materman and Mr. Murray for helping Kasey with the presentation as well as Dr. Freyberg. Mrs. Mulvey presented a photograph to Kasey thanking her for all of her work on the project.

Chairperson Robinson asked how the data from the presentation could be useful to the JPA. Mr. Materman responded saying that the information can be useful as an educational tool to improve public understanding of the Creek. Mr. Materman continued to say that over the next 3-4 months we will talk about how to incorporate the science and educational aspects of how the information from this project can be used.

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Emergency preparedness and communication

Mr. Materman informed the Board that JPA is moving forward with becoming a part of ABAG. Mr. Murray stated that staff hopes to come back in October with data from the newly installed rain gauge system. Mr. Materman stated that the website will have a link for OES agencies to access and view other OES agencies are planning during an event.

Chairperson Robinson stated that the tri-city group of Menlo, Palo Alto and East Palo Alto are currently working on a joint OES response plan for all three cities.

Annual maintenance walk

Mr. Murray gave a brief update on the JPA annual maintenance walk. Mr. Murray stated that areas were tagged for clean up and all responsible agencies were notified. Mr. Murray informed the Board that a more detailed report would be presented to the Board at the next Board meeting.

8) **BOARD AND ASSOCIATE MEMBER REPORTS** - *Agendized reports from Board and/or Associate Members requesting Board action.* – None

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

Chairperson Robinson asked Mr. Materman to give a brief report on the communication meeting that they had with Stanford. Mr. Materman briefly updated the Board on the meeting noting that meeting went well.

Tom Zigterman, Stanford, shared with the Board that Stanford is open-minded and wanting to be participatory with the workings of JPA projects. Chairperson Robinson stated that the meeting also delved into what exactly should the associate member role be and that the Board will need to have an in-depth conversation on what the Board expects of an associate member.

Arnie Thompson, San Francisquito Watershed Project spoke about the Coastal Clean up day this year. Mr. Thompson stated that there were 271 volunteers that picked up roughly 2 tons of garbage. Mr. Thompson continued to say that the volunteers cleaned up about 5.9 miles which was an increase from last year's event. Mr. Thompson thanked the SCVWD, SMCWPPP, City of Palo Alto and the City of East Palo Alto for all of their help and support. Director Kwok thanked Arnie for his work.

10) **ADJOURNMENT:**

Chairperson Robinson adjourned the meeting at 5:28 pm.

Minutes Prepared by Clerk of the Board: Miyko Harris-Parker