

CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

---

# MINUTES

---

**MONDAY, SEPTEMBER 23, 2019  
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order in the Valley Water Conference Room A-124, 5700 Almaden Expressway, San Jose, California, at 10:00 a.m.

**1. CALL TO ORDER/ROLL CALL**

Committee members in attendance were District 6 Director T. Estremera, District 4 Director L. LeZotte, and District 5 Director N. Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were N. Hawk, Chief Operating Officer, T. Yoke, Chief Operating Officer, R. Callender, Chief of External Affairs, S. Berning, T. Bridgen, R. Blank, D. Cahen, C. Cannard, T. Chinte, J. Collins, N. Dominguez, T. Esch, S. Ferranti, M. Ganjoo, C. Hakes, J. Martin, A. Mendiola, N. Nguyen, L. Orta, B. Redmond, M. Salib, D. Taylor and J. Villarreal.

**2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA**

Chairperson Hsueh declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

**3. APPROVAL OF MINUTES**

The Committee considered the attached minutes of the August 12, 2019 meeting. It was moved by Director Estremera, seconded by Director LeZotte, and unanimously carried that the minutes be approved as presented.

**4. ACTION ITEMS**

- 4.1 Receive Update on Integrated Approach Between Budget, Water Rates, Capital Improvement Program, and Safe, Clean Water and Natural Flood Protection (Safe, Clean Water) Program Processes for Financial Planning.

Ms. Jessica Collins, Watersheds Business Planning and Analysis Manager, Ms. Beth Redmond, Capital Program Planning and Analysis Manager, and Mr. Darin Taylor, Chief Financial Officer reviewed the information on this item, per the attached

Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

The Committee requested that the Watershed Financial Analysis include funding to support operations and maintenance for the Stream Maintenance Program.

The Committee noted the information, without formal action.

#### 4.2. Capital Project Monitoring – Design.

Mr. Chris Hakes, Deputy Operating Officer, Mr. Tim Bramer, Interim Deputy Operating Officer, and Mr. Ngoc Nguyen, Deputy Operating Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

Chairperson Hsueh requested that staff provide the Committee with an update on the planning study for the Stevens Creek Fish Ladder Removal Project.

#### 4.3. Consultant Agreements and Amendments.

Mr. Nguyen reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

It was moved by Director LeZotte, seconded by Director Estremera, and unanimously carried that the Committee express support for staff's recommendations to the full Board of Directors to 1) approve an additional \$250,412 for a total not-to-exceed fee of \$2,753,774 to allow the Consultant to provide the additional services required for the Rancho San Antonio Detention Project, 2) approve an additional year and \$250,000 for a total not-to-exceed fee of \$398,500 to continue the recovery of cultural resources necessary to proceed with and complete construction of the Permanente Creek Flood Protection Project Rancho San Antonio Detention, and 3) approve a new sole-source on-call agreement with Vena Solutions USA, Inc., for improvements to the existing Vena software.

#### 4.4. Next Steps in the Capital Improvement Program Process.

Ms. Redmond reviewed the information on this item, per the attached Committee Agenda Memo.

It was moved by Director Estremera, seconded by Director LeZotte, and unanimously carried to recommend that the Board support the current Validation Process as the decision-making tool for the Board to approve the Preliminary CIP.

#### 4.5. 2019 Capital Improvement Program Committee Work Plan.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

The Committee made the following adjustments to the 2019 CIP Committee Work Plan:

- Update CIP Development section titles for clarification with regard to Project Ranking Criteria, and Project Validation and Ranking Criteria Process;
- Adjust the October 21, 2019 Rescheduled CIP Committee Meeting agenda to include a single item for the Committee to receive an update on Project Labor Agreements; and
- Schedule a Special Meeting for 10/24/19 to include items previously scheduled for October 21, 2019.

**5. INFORMATION ITEMS.**

None.

**6. CLERK'S REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS:**

Ms. Natalie Dominguez, Assistant Deputy Clerk II, read the new Committee Recommendations and Requests into the record, as follows:

In regard to Item 4.1:

The Committee requested that the Watershed Financial Analysis include funding to support operations and maintenance for the Stream Maintenance Program.

In regard to Item 4.2:

Staff to provide the Committee with an update on the planning study for the Stevens Creek Fish Ladder Removal Project.

In regard to Item 4.3:

That the Committee express support for staff's recommendations to the full Board of Directors to 1) approve an additional \$250,412 for a total not-to-exceed fee of \$2,753,774 to allow the Consultant to provide the additional services required for the Rancho San Antonio Detention Project, 2) approve an additional year and \$250,000 for a total not-to-exceed fee of \$398,500 to continue the recovery of cultural resources necessary to proceed with and complete construction of the Permanente Creek Flood Protection Project Rancho San Antonio Detention, and 3) approve a new sole-source on-call agreement with Vena Solutions USA, Inc., for improvements to the existing Vena software.

In regard to Item 4.4:

To recommend that the Board support the current Validation Process as the decision-making tool for the Board to approve the Preliminary CIP.

In regard to Item 4.5:

Make the following adjustments to the 2019 CIP Committee Work Plan:

- Update CIP Development section titles for clarification with regard to Project Ranking Criteria, and Project Validation and Ranking Criteria Process;
- Adjust the October 21, 2019 Rescheduled CIP Committee Meeting agenda to include a single item for the Committee to receive an update on Project Labor Agreements; and
- Schedule a Special Meeting for 10/24/19 to include items previously scheduled for October 21, 2019.

## **7. ADJOURN**

Chairperson Hsueh adjourned the meeting at 11:15 a.m., to the next scheduled meeting at 10:00 a.m., on September 23, 2019, in the Valley Water Conference Room A-124, 5700 Almaden Expressway, San Jose, California.

Natalie F. Dominguez, CMC  
Assistant Deputy Clerk II

Approved: