



CAPITAL IMPROVEMENT COMMITTEE MEETING

MINUTES

**REGULAR MEETING
MONDAY, September 18,
2023
11:00 AM**

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER:

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Committee (Committee) was called to order in the Valley Water Headquarters Building Boardroom at 5700 Almaden Expressway, San Jose, California, and by Zoom teleconference, at 11:01 a.m.

1.1 Roll Call.

Committee members in attendance were District 4 Director Jim Beall, District 6 Vice Chairperson Tony Estremera and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were: Joseph Aranda, Emmanuel Aryee, Salam Baqleh, Aaron Baker, Audrey Beaman, Wade Blackard, Sam Bogale, James Bohan, John Bourgeois, Glenna Brambill, Lisa Bankosh, Sarah Berning, Jessica Collins, Enrique De Anda, Adelina Del Real, Meenakshi Ganjoo, Alexander Gordon, Christopher Hakes, Katrina Holden, Michele King, Candice Kwok-Smith, Emelia Lamas, Cecil Lawson, Dave Leon, Becky Manchester, Ryan McCarter, Patrice McElroy, Lizzie Mercado, Dave Montenegro, Carmen Narayan, Tony Ndah, Julianne O'Brien, Carlos Orellana, Leslie Orta, Luz Penilla, Alison Phagan, Mike Potter, Melanie Richardson, Mario Rivas, Don Rocha, Amandeep Saini, Diahann Soleno, Kirsten Struve, Darin Taylor, Odilia Teixeira, Gregory Williams, Jing Wu, Bhavani Yerrapotu, Lydia You, and Tina Yoke.

Public in attendance were: XXX-XXX-8214, Alicia, Ros Beckensten, Molly Culton, Jan Davel, Rebecca Eisenberg, Barbara Keegan, Kristie, My, Rick, and George Skiles (Sjoberg Evashenk Consulting).

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 who wished to speak.

3. APPROVAL OF MINUTES:

3.1. Approval of August 21, 2023 Capital Improvement Program Committee Meeting Minutes.

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the August 21, 2023 Committee meeting.

Public Comments: None.

It was moved by Vice Chairperson Estremera and seconded by Director Beall, and unanimously carried that the minutes be approved.

Regular Agenda:

4.1. Review and Discuss the Capital Project Monitoring – Construction Report.

Recommendation: Receive and discuss information regarding the status of capital projects in the construction phase.

Emmanuel Aryee, Ryan McCarter, Bhavani Yerrapotu, and Alexander Gordon reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1 were reviewed by staff per the row and Deputy's initials as follows: Emmanuel Aryee reviewed rows marked EA, Ryan McCarter reviewed rows marked RM, Bhavani Yerrapotu reviewed rows marked BY, and Alexander Gordon reviewed rows marked AG.

Emmanuel Aryee, Ryan McCarter, Bhavani Yerrapotu, Alexander Gordon, Aaron Baker, Luz Penilla, and Christopher Hakes were available to answer questions.

Public Comments: None.

The Committee received the information, took no formal action, and noted the following:

- The Committee requested that staff send the construction contract contingency report to the Board of Directors with a note that staff will explore avenues for returning unused contingency funds to the general fund to expedite upcoming construction projects.

4.2. Receive Information Regarding Santa Clara Valley Water District's Construction Contract Pre-Award and Post-Award Administrative Consultant Agreement Administrative Processes and Improvements.

Recommendation: Receive information regarding Santa Clara Valley Water District's construction contract pre-award and post-award consultant agreement administrative processes and improvements.

Tony Ndah reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1, and was available to answer questions.

Public Comments: None.

The Committee received the information, took no action, and noted the following:

- The Committee requested that staff report back to the Committee with a more detailed verification process for construction contractors and professional consultants.

Chairperson Hsueh moved the agenda to Item 4.4.

4.4. Water Supply Capital Workshop to Review the Capital Validation and Evaluation Processes, Review the Funding Filters for Prioritization, Introduce New Capital Funding Categories, and Provide an Overview of Capital Projects Included in the Capital Improvement Program (CIP) Fiscal Years (FY) 2024-28 Five-Year Plan Funded by the Water Utility Enterprise Fund (Fund 61).

Recommendation: Receive information and provide feedback, as necessary.

Jessica Collins reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1, and was available to answer questions.

Public Comments: None.

The Committee received the information, took no formal action, and noted the following:

- The Committee requested that staff update the PowerPoint presentation and include the summary table that shows external funding before the report to the Board on September 19, 2023.

Chairperson Hsueh moved the agenda to Item 4.3.

4.3. Receive and Discuss 2023 Capital Improvement Program Process Performance Audit Report with Management's Response.

Recommendation: Receive and discuss 2023 Capital Improvement Program (CIP) Process Performance Audit Report with Management's response.

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

George Skiles and Luz Penilla were available to answer questions.

Public Comments: None.

The Committee received the information, took no formal action, and noted the following:

The Committee requested that staff add a supplement to the audit that shows the differences between Valley Water, State of California, and national construction cost indexes.

Chairperson Hsueh moved the agenda to Item 4.5.

4.5 Receive Information on Change Orders to Anderson Dam Tunnel Project Construction Contract.

Recommendation: Receive Information on Change Orders to Anderson Dam Tunnel Project Construction Contract.

The item was held to October 16, 2023 at the request of Chairperson Hsueh.

4.6 Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.

Recommendation: Receive information on upcoming consultant agreement amendments for capital projects.

Christopher Hakes reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 1, and was available to answer questions.

Public comments: None

The Committee received the information, took no formal action, and noted the following:

- The Committee requested that staff add all relevant information to future agenda memos relating to timeline constraints, additional survey work, or reasons for extensions.

4.7 Review 2023 Capital Improvement Program Committee Work Plan.

Recommendation: Review the 2023 Capital Improvement Program Committee Draft Work Plan and make adjustments, as necessary.

The Committee considered this Item without a staff presentation.

Public Comments: None.

The Committee received the information and noted the following:

- The Headquarters Operations Building Planning report will not be presented at the October Committee meeting.
- The Committee will begin its review of the next five-year CIP process at the October Committee meeting.
- Chairperson Hsueh requested that staff add a presentation relating to the climate change action plan to the Committee work plan.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS:

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.

The Committee confirmed with Dave Leon their request for staff to follow up on the previously noted briefings.

6. Adjourn:

6.1. Adjourn to Regular Meeting at 11:00 a.m. on September 18, 2023.

Chairperson Hsueh adjourned the meeting at 1:26 p.m. to the regular meeting at 11:00 a.m. on October 16, 2023.

Dave Leon
Assistant Deputy Clerk II

Date Approved: October 16, 2023