



BOARD POLICY AND MONITORING
COMMITTEE MEETING

DRAFT MINUTES

**SPECIAL MEETING
TUESDAY, OCTOBER 7, 2025
1:00 PM**

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER:

A special meeting of the Santa Clara Valley Water District (Valley Water) Board Policy and Monitoring Committee (Committee) was called to order by Chairperson Hsueh in the Valley Water Headquarters Building Boardroom at 5700 Almaden Expressway, San Jose, California, and by Zoom teleconference, at 1:00 p.m.

1.1. Roll Call.

Committee members in attendance were: District 5 Director Nai Hsueh, Chairperson presiding, and District 6 Director Tony Estremera, Vice Chairperson.

Staff members in attendance were: Aaron Baker, Mark Bilski, Rita Chan, Isela Chaparro, Usha Chatwani, Theresa Chinte, Rosie Cofre, Andrew Gishwind, Chris Hakes, Heather Hamp, Diahann Hudson Soleno, Candice Kwok-Smith, Ryan McCarter, Patrice McElroy, Nicole Merritt, Valerie Onuoha, Carlos Orellana, Mark Poole, Tim Ripp, Stephanie Simunic, Darin Taylor, Cheryl Togami, Greg Williams, Tina Yoke.

Public in attendance were: Valley Water Director John Varela, District 1, Valley Water Director Rebecca Eisenberg, District 7, Arthur Keller, 1-408-XXX-8214.

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 June 9, Board Policy and Monitoring Committee (BPMC) Minutes.

Recommendation: Approve the June 9, 2025 BPMP minutes.

The BPMP considered the minutes of the June 9, 2025 BPMP meeting.

Public Comments: None.

It was moved by Vice Chairperson Estremera and seconded by Chairperson Hsueh and was carried by majority vote that the minutes be approved.

4. REGULAR AGENDA:

4.1 Review Proposed Increases to the Standard Rate Schedule for Well Permitting Services and Activities Adopted in Board Resolution No. 17-52; Direct Staff to Draft Proposed Resolution Setting Forth Revised, Increased Fees to the Standard Rate Schedule for Well Permitting Services and Activities and Recommend to the Full Board that It Adopt New Resolution Setting Forth Increased Fees.

Recommendation:

- A. Review and provide input on proposed increases to the Standard Rate Schedule for Well Permitting Services and Activities adopted in Board Resolution No. 17-52; and**
- B. Direct staff to draft proposed Resolution setting forth revised, increased fees to the Standard Rate Schedule for well permitting services and activities, and recommend to the full Board that it adopt a new Resolution setting forth increased fees.**

Usha Chatwani reviewed the information on this item, per the attached Committee Agenda Memo; and per the information contained in the attachments.

The Committee received the information and discussed the following with staff input: researching adding language to the new Resolution relating to recovering labor and inflation costs every year, researching Proposition 26 relating to fee increases per inflation index, and that it could be helpful for the Directors to have staff describe in the agenda memo the role of the Wells and Water Use Measurement Unit pertaining to Wells permitting and cost recovery.

Public Comment: None.

On a motion by Chairperson Hsueh, seconded by Vice Chairperson Estremera, the Committee approved to direct staff to draft a proposed Resolution setting forth revised, increased fees to the Standard Rate Schedule for well permitting services and activities, and recommend to the full Board that it adopt a new Resolution setting forth increased fees, and to include the Committee's comments in the resolution.

4.2 Develop a Draft Fiscal Year 2025-2026 (FY26) Board Work Plan and Submit for Board Review and Approval.

- Recommendation:**
- A. Review the Draft Fiscal Year 2025-2026 (FY26) Board Work Plan, incorporating input from the Board at September 3, 2025 Special Board Meeting; and**
 - B. Submit a FY26 Board Work Plan for Board review and approval.**

Theresa Chinte reviewed the information on this item, per the attached Committee Agenda Memo; and per the information contained in the attachment.

Public Comment: None.

The Committee received the information and without discussion, on a motion by Vice Chairperson Estremera, seconded by Chairperson Hsueh, approved to submit the FY26 Board Work Plan with staff edits for full Board review and approval.

4.3. Receive and Discuss the 2025 Board Policy and Monitoring Committee (BPMC) Work Plan, and Provide Feedback on Upcoming Discussion Items, and Next Meeting Date.

- Recommendation:**
- Receive and discuss the 2025 BPMC Work Plan, and Provide Feedback on Upcoming Discussion Items, and Next Meeting Date.**

The Committee reviewed the Work Plan and requested to add expectations of Board Members when serving on Joint Power Authorities under the “Other Assignments Requested by the Board” section.

Public Comments: None.

The Committee received the information and took no formal action.

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

Stephanie Simunic, Assistant Deputy Clerk II, Clerk of the Board of Directors, confirmed the following:

- The June 9, 2025 BPMC meeting minutes were approved.
- Relating to Item 4.1, the Committee approved to direct staff to draft a proposed Resolution setting forth revised, increased fees to the Standard Rate Schedule for well permitting services and activities and recommend to the full Board that it adopt a new Resolution setting forth increased fees, and to include the Committee’s comments in the resolution.
- Relating to Item 4.2, the FY26 Board Work Plan was approved to be submitted with staff edits for full Board review and approval.
- The BPMC Work Plan will be updated to add expectations of Board Members when serving on Joint Power Authorities under the “Other Assignments Requested by the Board” section.

6. ADJOURN:

6.1. Adjourn.

Chairperson Hsueh adjourned the meeting at 1:33 p.m.

Date Approved: December 10, 2025

Stephanie Simunic
Assistant Deputy Clerk II