



CAPITAL IMPROVEMENT PROGRAM MEETING

MINUTES

**MONDAY, SEPTEMBER 26, 2022
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 Program Committee (Committee) was called to order at 5700 Almaden Expressway in San Jose, California at 11:02 a.m.

1.1 Roll Call.

Committee members in attendance were District 6 Director Tony Estremera, and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee. District 4 Director Linda LeZotte arrived as noted below.

Staff in attendance was Glenna Brambill, Management Analyst II.

Staff members in attendance were C. Orellana, District Counsel, J. Aranda, G. Adriano, E. Aryee, A. Baker, E. Baker, L. Bankosh, A. Beaman, S. Berning, R. Blank, J. Bourgeois, T. Bridgen, F. Chak, R. Chan, J. Codianne, J. Collins, M. Cook, A. Fraumeni, C. Gayotin, A. Gordon, A. Gschwind, C. Hakes, H. Hoang, O. Leonardo, C. Kwok-Smith, J. Martin, R. McCarter, P. McElroy, D. Montenegro, C. Narayanan, T. Ndah, M. Nguyen, L. Orta, A. Phagan, M. Potter, M. Richardson, D. Rocha, K. Struve, D. Taylor, D. Titus, B. Welch, G. Williams, B. Yerrapotu, and T. Yoke.

Guest in attendance: Hon. J. Beal, J. Lubas, and G. Park.

2. TIME OPEN FOR PUBLIC COMMENTS 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:

3.1 Approve of September 1, 2022 Capital Improvement Program Committee Minutes.

Recommendation: Approve the minutes.

Chairperson Hsueh requested that Page 12, Item 4.1, Paragraph 3, Line 1 be revised to read as follows: ~~Chris Hakes, Deputy Operating Officer, reviewed the information on this item per the attached Committee Agenda Memo, and the corresponding material contained in Attachment were reviewed.~~ **Several staff reviewed the information on this item per the attached Committee Agenda Memo, and corresponding material contained in Attachment 1.**

It was moved by Director Estremera, seconded by Chairperson Hsueh and unanimously approved that the September 1, 2022 minutes be approved as amended.

Director LeZotte arrived.

4. ACTION ITEMS:

4.1 Review Capital Project Monitoring - Construction Report.

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

Several staff reviewed the information on this item per the attached Committee Agenda Memo, and corresponding material contained in Attachment 1.

The Committee noted the following without taking a formal action:

On Line 22, *D4:3 SCW Fish Passage Improvements*, staff would recategorize this item with projects that completed construction and continued monitoring; and

On Line 26, *ERP System Implementation*, staff confirmed that this project would be ongoing with continued application improvement of the initial system.

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

Recommendation: Receive information on Change Orders to Anderson Dam Tunnel Project Construction Cost.

Chris Hakes, Deputy Operating Officer, reviewed the information on this item per the Committee agenda memo and per the information contained in Attachment 1.

The Committee noted that on Change Order No. 8, Valley Water has control of the land in the disposal area parking lot during construction.

The Committee noted the information without taking formal action.

4.3 Receive an Overview of the Capital Project Management and Project Controls Program.

Recommendation: Receive an Overview of the Capital Project Management and Project Controls Program.

Jessica Collins, Business Planning and Analysis Manager, reviewed the information on this item per the Committee agenda memo, and per the information contained in Attachment 1.

The Committee was informed that Projectmates would be a tool that incorporates current processes and procedures in planning and monitoring capital projects while new policies that were being worked out would be incorporated into the software.

The Committee requested that staff include definitions of terminologies used in contracting and purchasing when they come back to present on *Consultant Agreement Compliance Process*.

The Committee received the following without taking formal action.

4.4 Management and Monitoring of Capital Project Environmental Mitigation.

Recommendation: Receive Information on Management and Monitoring of Capital Project Environmental Mitigation.

Doug Titus, Senior Water Resources Specialist, reviewed the information on this item per the attached Committee agenda memo and the corresponding presentation material contained in Attachment 1.

The Committee received an overview on how the Environmental Mitigation and Monitoring Unit manages, monitors, and tracks most capital projects' mitigation, as well as annual or periodic monitoring reports submitted to the applicable resource agencies.

The Committee requested staff to provide the Committee copy of an example of a mitigation monitoring report under the Stream Maintenance Program.

The Committee noted the information, without taking a formal action.

4.5 Review 2022 Capital Improvement Program Committee Work Plan.

Recommendation: Review the 2022 Capital Improvement Program Committee Work Plan and make adjustments as necessary.

Chairperson Hsueh reviewed the work plan for next meeting's agenda items:

Capital project feasibility/planning
Coyote Pumping Plant ASD Replacement project
Start of the CIP planning process for next five years/Financial planning
Standing Items

5. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.

Glenna Brambill requested clarification on who would receive copies of the mitigation monitoring report.

5. ADJOURNMENT.

5.1 Adjourn to Special Meeting at 11:00 a.m., on October 17, 2022.

Chairperson Hsueh adjourned the meeting at 12:20 p.m. to the next meeting on October 17, 2022.

Eva Sans
Assistant Deputy Clerk II

Approved:

Date: