

Agenda Item 6.A – Contract for Arborist Services and Report for Reach 2 Project

Background –

The SFCJPA is currently developing and evaluating project alternatives that encompass the entire Reach 2 project. One of the evaluation criteria is a project alternative's impact to trees along the creek, which is a concern amongst many residents. To understand these impacts and identify ways to minimize tree loss, an updated and expanded arborist survey is needed.

The SFCJPA contracted with HortScience | Bartlett Consulting in 2020 to provide preliminary tree assessment services to support the Reach 2 project work. The scope of work was limited to upstream of the Pope Chaucer Bridge to West Bayshore Road. The [Preliminary Arborist Report](#) was completed in 2020 and updated in 2021. The work performed under SFCJPA's contract with HortScience/Bartlett has been completed.

An updated Arborist Report is needed to document changed conditions to the previous assessment and evaluate additional trees in the expanded project footprint so that tree impacts caused by project alternatives can be evaluated. The scope of work in this contract includes identifying the species and heritage, measuring trunk diameter, tagging, and evaluating the health of trees along the creek between Middlefield Road and Hwy 101. The consultant will prepare an Arborist Report summarizing the results, which will include a Tree Inventory Map and Tree Preservation Guidelines.

Over the past 33 years, HortScience | Bartlett has provided arborist services to many public agencies including the cities of East Palo Alto, Menlo Park, Mountain View, Palo Alto, Fremont, Santa Clara, San Francisco, Alameda, Pleasanton, and Redwood City.

The cost of this work has been included in our current fiscal year's budget.

Recommendation –

Approve the resolution authorizing the Executive Director to negotiate and execute an agreement with HortScience | Bartlett Consulting for Arborist Services and Report for the Reach 2 project, in an amount not to exceed \$75,000.



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY
SFCJPA.ORG

RESOLUTION NUMBER 26-01-22-A

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN FRANCISQUITO CREEK JOINT POWERS AUTHORITY
Authorizing the Executive Director to negotiate and execute
an agreement with HortScience | Bartlett Consulting for an
Updated Arborist Report and supporting services for the
Reach 2 Project.**

BE IT RESOLVED by the Board of Directors of the San Francisquito Creek Joint Powers Authority that the Board of Directors hereby authorizes the Executive Director to negotiate and enter into an agreement with HortScience | Bartlett Consulting, for the provision of arborist services to develop an updated Arborist Report to support the Reach 2 project, in an amount not to exceed \$75,000.

Approved and adopted on Thursday, January 22, 2026, the undersigned hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the San Francisquito Creek Joint Powers Authority.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Chairperson

Date: (add)

Clerk of the Board as attester

APPROVED AS TO FORM:

Legal Counsel

Date: (add)

Agenda Item 6.B. – Alternative Teleconferencing Procedures

Background

Senate Bill 707 (“SB 707”), effective January 1, 2026, made important changes to the Ralph M. Brown Act. Among these changes, SB 707 provides alternative teleconferencing procedures for public meetings. The traditional Brown Act rules for teleconferenced meetings in California Government Code Section 54953, subdivision (b), remain unchanged. The traditional teleconferencing rules require, among other things, that an agency: (1) post agendas at all teleconference locations; (2) identify each teleconference location on the agenda; and (3) make each teleconference location accessible to the public. These requirements do not have to be observed if an agency complies with the alternative teleconferencing procedures.

Under the 2026 alternative teleconferencing procedures:

- i. The Board shall use a two-way audio-visual platform or a two-way telephonic service and a live webcast. (Note that the SFCJPA already uses a two-way audio-visual platform.)
- ii. The notice for the teleconference meeting must state how members of the public can access the meeting and provide comment.
- iii. The Board shall refrain from taking any action if the teleconference connection is disrupted, until any disruption is resolved.
- iv. The Board shall not require public comments to be submitted in advance of a teleconferenced meeting, and the public must have the opportunity to provide comments in real time. (Note that SFCJPA practice is already consistent with this requirement.)
 - a. If the Board does not provide a timed public comment period, the Board shall allow a reasonable amount of time per agenda item to allow members of the public to comment, including any time necessary to register and be recognized to provide comments.
- v. The minutes of the meeting must list any member of the Board who participated in the meeting via teleconference from a remote location and the specific provision of law the member relied upon to permit their participation by teleconferencing.
- vi. The Board shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities.
- vii. At least a quorum of the Board must participate from one or more physical locations, open to the public and within the boundaries of the SFCJPA’s jurisdiction. (Note this means within San Mateo County or Santa Clara County.)
- viii. The agenda will identify which members plan to participate remotely.

- ix. Any members who receive compensation for their service on the body must participate from a physical location that is open to the public rather than via remote participation.
- x. Members cannot participate remotely unless the location from which they will be participating is more than 20 miles away, one way, from any physical meeting location that is open to the public.
- xi. Because the SFCJPA Board regularly meets once per month, a Board member may attend a meeting remotely via these alternative procedures only twice per year.

SB 707 requires legislative bodies subject to the Brown Act to adopt a resolution that authorizes use of the alternative teleconferencing procedures. Pending the Board's adoption of the proposed resolution, details regarding compliance with the alternative teleconferencing procedures will be included in an update to the SFCJPA Board Handbook.

Recommendation

Consider and adopt the proposed resolution authorizing the use of the alternative teleconferencing procedures.



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY
SFCJPA.ORG

RESOLUTION NUMBER 26-01-22-B

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN FRANCISQUITO CREEK JOINT POWERS
AUTHORITY AUTHORIZING THE USE OF THE
ALTERNATIVE TELECONFERENCING PROCEDURES
PURSUANT TO SECTIONS 54953.8 AND 54953.8.7 OF
THE GOVERNMENT CODE OF THE STATE OF
CALIFORNIA**

WHEREAS, the traditional teleconferencing rules of the Ralph M. Brown Act (“Brown Act”) authorize legislative bodies to conduct meetings via teleconferencing under specified conditions; and

WHEREAS, the traditional teleconferencing rules require, among other things, that an agency (1) post agendas at all teleconference locations, (2) identify each teleconference location on the agenda, and (3) make each teleconference location accessible to the public; and

WHEREAS, the State of California passed Senate Bill 707 to modernize open meeting and teleconferencing requirements under the Brown Act, effective January 1, 2026; and

WHEREAS, Sections 54953.8 and 54953.8.7 of the Government Code of the State of California provide procedures whereby a public agency can utilize alternative teleconferencing procedures for its public meetings, without complying with the traditional Brown Act teleconferencing requirements noted above, if certain specified conditions are met; and

WHEREAS, the Board of Directors of the San Francisquito Creek Joint Powers Authority (“SFCJPA”) is an eligible multijurisdictional body, as defined in Section 54953.8.7 of the Government Code; and

WHEREAS, the Board of Directors of the SFCJPA desires to adopt the alternative teleconferencing procedures.

Therefore,

BE IT RESOLVED by the Board of Directors of the San Francisquito Creek Joint Powers Authority that the Board of Directors hereby authorizes the use of the

alternative teleconferencing provisions contained in Sections 54953.8 and 54953.8.7 of the Government Code of the State of California.

Approved and adopted on the 22nd of January 2026, the undersigned hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the San Francisquito Creek Joint Powers Authority.

INTRODUCED AND PASSED: (*motion/second*)

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

_____ Date: (add)
Chairperson

_____ Date: (add)
Clerk of the Board as attester

APPROVED AS TO FORM:

_____ Date: (add)
Legal Counsel

Agenda Item 6.C. - Financial Audits FY 2019/2020, FY 2020/2021, FY 2021/2022, FY 2022/2023, and FY 2023-2024

Background

This agenda item includes the audits and audit management letters covering the five past fiscal years. Analysis and recommendations are included in the auditor's management letters, which will be forwarded to the Board separately, after the Finance Committee meeting.

Recommendation

Review and accept the five financial audits.

Agenda Item 6.D. Board Roles

Background

Each year the board affirms the existing or selects new board members to serve designated board officer and committee roles. Board officer roles have historically been for two-year terms. The existing board officer roles are now beginning their second year of service in those roles.

In 2025, the board officer roles were: Director Greer Stone (Council Member City of Palo Alto), Chair. Director Lisa Gauthier (Director, OneShoreline), Vice Chair.

In 2025, the standing board committees of the SFCJPA were Personnel and Finance. Members appointed to the Personnel Committee were Director Greer Stone and Director Nai Hsueh. Members appointed to the Finance Committee were Director Drew Combs and Director Lisa Gauthier. Sr. PM Tess Byler and Director Ruben Abrica were appointed representatives to the ACWAJPIA Board.

Recommendation

Discuss and make appointments for calendar year 2026.



Executive Director's Report – January 22, 2026

SFCJPA Activities –

Happy New Year!

SFCJPA staff members were attentive to forecasts and actual conditions in the watershed during the holiday storms. The Subject Matter Expert team was in communication and closely monitoring weather and creek conditions. Thankfully, these storms were beneficial and did not pose any risk of flooding.

The [San Francisquito Multi-Agency Coordination \(MAC\)](#)'s annual emergency preparation exercise for severe storms and floods was held on January 13 with management, staff and emergency response personnel from all of our members in attendance. The event also included participation from CalTrans, Highway Patrol, National Weather Service, Stanford University, Town of Portola Valley, Community Emergency Response Team (CERT) leaders, CalFire, and others. The MAC is an essential emergency response component that allows coordinated response actions and resource sharing during emergencies.

Reach 2 Project Updates –

Reach 2 – WRA Alternatives Evaluation, Planning and Design

Technical staff from the SFCJPA member agencies met on January 14 for an informal 'Design Charette'. At this meeting, the group reviewed a wide array of identified potential project elements which could be combined in various ways to achieve the project's objective of providing 7,200 cubic feet per second (cfs) of capacity. Project elements considered included familiar and known elements such as Pope Chaucer bridge replacement, channel widening, floodwalls, and off-stream detention. New elements included consideration of other bridges, including private pedestrian bridges, deep underground bypass tunnels, upstream detention or attenuation, broad implementation of low-impact development, the use of off-stream urban area underground capture structures, and many different types of passive barriers, temporary deployable barriers, or hybrid floodwalls.

Our member colleagues and the SFCJPA team and consultants all confirmed their intent to continue conducting thoughtful and thorough due diligence and to work towards a consensus-based staff recommended alternative for the overall Reach 2 Project.

USACE CAP205

The SFCJPA is continuing its partnership with the US Army Corps of Engineers (USACE) under the Continuing Authorities Program (CAP) for elements of the Reach 2 project. The SFCJPA hosted USACE for a Reach 2 Project Tour in the morning of December 18, 2025. USACE will present the results of their economic analysis and other findings at a future SFCJPA Board meeting.

The USACE team is working on the economic benefits analysis and the Future Without Project Conditions Model for the Reach 2 project elements being considered for the CAP205 component of the project. For reference, the USACE CAP205 program is a 50/50 cost share



with up to \$15M from USACE. The USACE and its non-federal sponsor (the SFCJPA) have considerable latitude in co-designing the project, provided the project meets the USACE economic cost/benefit standard.

Bypass Tunnels Feasibility Evaluation

Black & Veatch have conducted a high-level feasibility evaluation for the potential viability of three types of tunnel boring technologies and possible tunnel alignments to fully or partially achieve the project’s design goal of safely conveying 7,200cfs of flow – or approximately a 70-year storm event. The Black & Veatch report has been provided to our member colleagues for their review, questions, and feedback. We will integrate our members’ input and provide a report to the Board in February.

Project Status Summary and Tracking (previously completed items have been deleted from this table)

Reach 1	Activity/ Milestone	Tasks/Sub-Tasks	Schedule	Status
	Mitigation Monitoring and Reporting	Review O&M reports, perform necessary field inspections, and draft 5-year Report	Weed management days planned for February 2026, based on restoration ecologists’ recommendations.	Ongoing. Year 8 Mitigation Monitoring Report is complete.
Reach 2	Activity/ Milestone	Tasks/Sub-Tasks	Schedule	Status
	Arborist Survey of updated project area	Arborist team has provided a scope of work and cost proposal for his work	Updated and expanded tree survey planned to be completed by May 2026.	This item is on the January Board agenda.
	Updated evaluation of bypass tunnel options.	Evaluating tunneling technologies and potentially viable alignments.	Comments received from some SFCJPA member staff. Memo will be updated with feedback.	To be included as an information item on the February 2026 Board Meeting Agenda
	USACE CAP 205	Future Without Project (FWOP) condition package and model, inundation maps, and report. Next step is Future With Project Modeling.	FWOP model and economic evaluation.	In progress. USACE presentation on February 2026 SFCJPA Board meeting.
	DWR/IRWM grant reporting		Quarterly reports	Ongoing



Reach 2 - Continued	Activity/ Milestone	Tasks/Sub-Tasks	Schedule	Status
	Supplemental Environmental Impact Report (SEIR) for necessary project elements.	Contract in place with EMC Planning for SEIR but may need to be updated based on outcome of project redesign.	9-12 months from start to finish (or longer if more complex)	Delayed until details of overall project have been defined and Board and public have weighed in.
	Mitigation for new Newell Road Bridge	Submitted Final Mitigation Monitoring Plan for Resource Agency approval. Coordination of Reller restoration plan with City of MP for their review and approval.	Revised MMP received 1/16/2026	Pending. Met with Water Board and CDFW staff in December and agreement that outstanding issues are minor. New Water Board Staff to start Week of January 12, 2026.
	NatRes EEM Grant app for Newell Road Bridge Mitigation	CalTrans has now fully funded their portion of the NRB. This will enable us to apply for a Natural Resources EEM grant to help defray the costs of mitigation.	Grant deadline July 2026. Grant disbursement (if awarded) in Spring 2027.	To begin grant application process in May 2026
	Labor Compliance Plan	Develop plan, procedures, establish roles/responsibilities, and/or plan to bid out.	Plan developed and reviewed by legal, awaiting meeting with legal to discuss comments.	The SFCJPA registered with the California Department of Industrial Relations on 8/29/25 and has an approved DIR number as of 9/2/25. The LCP plan will be submitted Q1 2026.
	Support JPA member dialog on homeless encampments	Integrated as standing agenda item on regular SFCJPA	Ongoing	Ongoing



	and trash in SFC.	Mgrs/Executives meeting agenda.		
	Use updated ATR model floodplain data to quantify project benefits based on number of parcels impacted/protected.		Pending	In progress. Updated number of parcels impacted by 7200 cfs flooding based on updated model; shared with members at the recent design charette.
	Investigate Reach 2 financing options	Gather information on potential federal, state, private, and inter-agency financing options and how they might apply to the Reach 2 project. Prepare a summary report for the Board.	Preliminary information to be shared with member managers/executives team at January monthly meeting.	In progress/early stages
	Define project funding agreement principles and basic framework characteristics.	Work with JPA members to lay the groundwork for a funding framework.	Updated Goal: Conclude by end of Q1 2026.	In progress/early stages
Stream Maintenance Permitting	Activity/Milestone	Tasks/Sub-Tasks	Schedule	Status
	CEQA	Project Description Initial Study/ Mitigated Negative Declaration (IS/MND)	Certification of IS/MND –planned October 2026	In progress. Draft Project Description received and is being reviewed by JPA team.
	Invasive Species Removal Plan		October 2026	Reviewing existing information
	Mitigation Monitoring Plan	Draft and final	Draft – October 2026 Final – December 2026	Not started
	Technical	Biological, wetland,		Not started



	Studies	cultural and other studies to support CEQA and permitting		
	Creek Maintenance Plan		Draft – April 2026 Final – July 2026	Not started
	Draft Permit Applications		October 2026	Not started
SAFER Bay	Activity/ Milestone	Tasks/Sub-Tasks	Schedule	Status
	Draft Environmental Impact Report		Comment period ends 1/23/26. EIR adoption on 5/28/26	DEIR published December 1.
	Community Events for CEQA/Draft EIR	Community partners Climate Resilient Communities and Nuestra Casa will continue outreach through end of comment period on January 23.		Engagement and outreach will continue after the public meetings to encourage stakeholders to submit comments.
SFBRA and DWR grant reporting	Quarterly	Progress reports and Invoices Working on SFBRA grant amendment for a no cost schedule and scope adjustment.	Quarterly	On track/ongoing

(Green = Complete/on track. Amber = early stages or small progress. Pink = Not-yet-begun, or no recent progress)

Coordination –

We continue to meet regularly with our SFCJPA public works colleagues and with the executive representatives of our members. We continue to have regular meetings with Stanford University. We deferred our calls over the winter holidays and will resume our regular calls in February.

At Menlo Fire Protection District (MPFPD) Board Chair Ms. Chang-Kiraly’s request, the E.D. will be making a brief presentation to the MPFPD Board of Directors regarding the status of the SFCJPA’s projects at their regular meeting on February 17, 2026.



Report to Board on any expenditure between \$30,000 and \$50,000 –

There are no such expenditures to report this month.

Operations and Administration –

Annual Financial Audits –

Draft arrears audit reports and management letters for fiscal years FY 2019/2020, FY 2020/2021, FY 2021/2022, FY 2022/2023, FY 2023-2024 have been received from the independent auditing firm, Grant and Smith LLP. The SFCJPA Finance Committee is scheduled to meet on Tuesday, January 20 to review the draft audits.

The SFCJPA plans to issue a Request for Proposal (RFP) for financial audit services after the Board has reviewed and accepted these audits. The draft RFP has been reviewed by SFCJPA legal counsel.

Annual Office Lease Renewal

The SFCJPA's office lease renews at the end of February. We will be engaging with the office property management representative to negotiate next year's lease terms.

.ORG to .GOV transition

The SFCJPA has requested and been approved for a new .gov domain. We anticipate implementing this transition in early 2026. Transitioning to the .gov domain proactively complies with State law and ensures a greater degree of cyber security.

Running report of all contracts worth less than \$50,000 entered in FY 25/26

Contracted Entity	Purpose	Amount and duration	Date
Grassroots Ecology	Provision of native plants for Newell Road Bridge Project mitigation	\$23,250.17	January 8, 2026
Grassroots Ecology	Reach 1 and Reach 2 restoration support	\$17,500	October 28, 2025
Good Stuff Partners	Creation of document templates and agency branding support.	\$13,000	October 21, 2025
WRA, Inc.	Task Order 2.1 for review of USACE Agency Technical Review hydraulic model.	\$48,600	September 12, 2025
Hanford ARC	Second Amendment to the contract for Reach 1 maintenance. Scope of work includes two four-day weeding events – in accordance with H.T. Harvey staff recommendations.	\$39,360	August 28, 2025



Black & Veatch	Preliminary feasibility assessment of bypass tunnel(s) to meet all or some of the necessary capacity increases in the Reach 2 project area.	\$49,730	August 11, 2025
Streamline, Inc.	Website development, technical support, assistance in transition from .org to .gov, ADA and multiple language support. Three-year contract.	\$10,080	August 2025

Future Board Meetings – Unless otherwise noted, all meetings will be hosted at the City of Menlo Park’s City Council Chambers: 751 Laurel Street, Menlo Park, CA 94025

Date	Potential Topics
February 26, 2026	(Tentative) USACE Presentation – Progress on Reach 2 Update Bypass Tunnel Evaluation for Reach 2 Mid-year budget report
March 26, 2026	Reach 2 Update
April 23, 2026	Reach 2 Update
May 28, 2026	Certification of SAFER EIR
June 25, 2026	Reach 2 Update
July 23, 2026	Board recess



SAN FRANCISQUITO CREEK
JOINT POWERS AUTHORITY

Regular Meeting of the SFCJPA Board of Directors

January 22, 2026

San Francisquito Creek Joint Powers Authority



Meeting Agenda

Members of the Public may speak on any agenda item for up to three minutes

1. ROLL CALL

2. APPROVAL OF AGENDA: Changes or additions to the agenda

3. PUBLIC COMMENT: Individuals may speak on a non-agendized topic for up to three minutes on a topic within the SFCJPA's jurisdiction.

Members of the public speaking in person should submit a speaker card to the Clerk of the Board, indicating which agenda item or items they wish to speak about, in order to be recognized. When the agenda item is called, please stand at the podium and speak clearly.

Members of the public speaking via video conference should raise their hand, indicating their desire to ask a question or comment. They will be recognized by the Clerk of the Board and once unmuted and recognized, please speak clearly.

Agenda Item 4 – Approval of Meeting Minutes

4.A. – Draft meeting minutes of the December 18, 2025, Regular Board Meeting

Agenda Item 5 – Special Presentation

Rick Lanman MD, Institute for Historical Ecology on the results of an environmental DNA (eDNA) survey of San Francisquito Creek and its tributaries in 2023 and 2024

Agenda Item 6 – Action Items

6.A. – Consider and Approve a Resolution (26-01-22-A) authorizing Executive Director to negotiate and execute a contract with HortScience | Bartlett Consulting for the provision of consulting services for an updated Arborist Survey of Reach 2.

Agenda Item 6 – Action Items

6.B. – Consider and Approve a Resolution (26-01-22-B) authorizing the use of Alternative Teleconferencing rules per changes to the Brown Act as enacted in Senate Bill (SB) 707, effective January 1, 2026.

Agenda Item 6 – Action Items

6.C. Review and Accept Financial Statements and Management Letters from Grant & Smith, LLP for FY 2019–2020, FY 2020–2021, FY 2021–2022, FY 2022–2023, and FY 2023–2024

Agenda Item 6 – Action Items

6.D. – Discuss and Approve Board Leadership and Committee Roles for Calendar Year 2026

Agenda Item 7 – Information Items

7.A. – Executive Director's Report

- Reach 2 Project Highlights
- SAFER Bay Project Highlights

Agenda Item 8

Board Member Announcements, Reports, Information Items, and
Requests (Information Only)

Agenda Item 9

Adjournment