

**San Francisquito Creek Joint Powers Authority  
November 18, 2021, Board Meeting Minutes**

Director Abrica called the meeting to order at 3:32 p.m. via streaming video and teleconference call. Public input was solicited on each item and all public comments received are noted herein.

**1) ROLL CALL**

Members Present:        Director Ruben Abrica, City of East Palo Alto  
                                 Director Drew Combs, City of Menlo Park (Not present at roll call)  
                                 Director Pat Burt, City of Palo Alto  
                                 Director Gary Kremen, Santa Clara Valley Water District (Valley Water) (Not present at roll call)  
                                 Director Dave Pine, San Mateo County Flood and Seal Level Rise Resiliency District

JPA Staff Present:        Margaret Bruce, Executive Director  
                                 Kevin Murray, Staff  
                                 Miyko Harris-Parker, Staff  
                                 Tess Byler, Staff

Legal Present:            Trisha Ortiz

**2) APPROVAL OF AGENDA**

ACTION: Motion and second (Burt/Pine) to approve the agenda passed 3-0.

Roll call vote:  
Director Abrica Aye  
Director Combs Not present  
Director Burt Aye  
Director Kremen Not present  
Director Pine Aye

**3) APPROVAL OF THE October 28, 2021, REGULAR BOARD MEETING MINUTES**

ACTION: Motion and second (Burt/Pine) to approve the October 28, 2021, Regular Board meeting minutes passed 3-0.

Roll call vote:  
Director Abrica Aye  
Director Combs Not present  
Director Burt Aye  
Director Kremen Not present  
Director Pine Aye

**4) PUBLIC COMMENT**

None.

**5) CONSENT AGENDA**

Consider adopting a resolution reconsidering the circumstances of the COVID-19 state of emergency and making findings to authorize public meetings to be held via teleconferencing pursuant to Government Code Section 54953(e).

Consider acceptance of the addition of OSHA-required COVID-19 workplace safety policy to the SFCJPA Employee Handbook.

ACTION: Motion and second (Burt/Pine) to approve the Consent Agenda passed 3-0.

Roll call vote:

**San Francisquito Creek Joint Powers Authority**  
**November 18, 2021, Board Meeting Minutes**

Director Abrica Aye  
Director Combs Not present  
Director Burt Aye  
Director Kremen Not present  
Director Pine Aye

**6) INFORMATION ITEMS**

Executive Director's Report

Reach 2 Cost and Funding Scenarios Update

Ms. Bruce provided the Board with an update on the Reach 2 Cost and Funding scenarios. Ms. Bruce stated that total estimated costs for the project to date are \$50,465,900 with \$43,803,176 identified in funding. Director Abrica questioned if the identified funds are confirmed to be received? Ms. Bruce explained that the \$43,803,176 is not confirmed funding but if all sources align this is the amount we can anticipate receiving. Director Abrica asked about the status of Director Burt's request to have inflation calculated in project costs. Ms. Bruce stated that the numbers were still based on 2021 costs. Director Burt asked for confirmation that funding is a fixed amount and will not include inflation, but the expense figures can be adjusted to include inflation. Ms. Bruce confirmed that Director Burt's assessment was correct. Director Pine noted that our best-case scenario as of right now is a shortfall of \$7 million. Ms. Bruce concurred.

Mid-year Operations Budget status review and preliminary forecast for 21-22 fiscal year

Ms. Bruce presented the current mid-year operations budget to the Board.

**7) ACTION ITEMS**

Review, discuss, and consider making comments to the Menlo Park BRIC grant MOU.

ACTION: No action was taken.

Director Abrica asked if approval of the MOU was needed from each member agency since the SFCJPA is involved in the MOU? Trisha Ortiz, SFCJPA Legal representative, stated that as there is no direct contribution associated in this process there is no need to have each member agency approve. Director Abrica asked if the SFCJPA needed to approve to the MOU. Ms. Ortiz stated that if Ms. Bruce feels she has received clear feedback from the Board, then there is no need to take a vote.

Director Kremen arrived at 3:56 pm. Director Combs arrived at 3:58 pm.

Review and consider acceptance of initial edition of SFCJPA Board Handbook

ACTION: Motion and second (Abrica/Kremen) to accept the initial edition of the SFCJPA Board Handbook passed 4-0-1 with recommended changes.

Roll call vote:

Director Abrica Aye  
Director Combs Aye  
Director Burt Aye  
Director Kremen Abstained  
Director Pine Aye

Director Abrica requested that on page 5, The Personnel Committee identifies the questions to be asked, and the survey method(s) to be used (Google forms, SurveyMonkey, email, etc.); be changed to say the Personnel Committee will recommend the questions to be asked, and the survey method(s) to be used (Google forms, SurveyMonkey, email, etc.).

Review and consider approval of Annual Board regular meeting schedule for calendar year 2022

ACTION: Motion and second (Abrica/Kremen) to approve the annual Board regular meeting

**San Francisquito Creek Joint Powers Authority  
November 18, 2021, Board Meeting Minutes**

schedule for calendar year 2022 passed unanimously 5-0.

Roll call vote:

Director Abrica Aye  
Director Combs Aye  
Director Burt Aye  
Director Kremen Aye  
Director Pine Aye

**8) BOARD MEMBER COMMENTS, INFORMATION ITEMS, REQUESTS and ANNOUNCEMENTS  
(Information only)**

Director Abrica shared that he and Director Combs and Ms. Bruce would be meeting with representatives from the Water Board next Monday.

Director Kremen announced that he would not be running for Congresswoman Jackie Speier's seat.

**9) ADJOURNMENT**

Adjourned at 4:04 pm.

Minutes drafted by Clerk of the Board: Miyko Harris-Parker.