



WEST VALLEY CLEAN WATER PROGRAM AUTHORITY

Board Members

Paul Resnikoff
Barbara Spector
Curtis Rogers
Rishi Kumar

Member Agencies

City of Campbell
Town of Los Gatos
City of Monte Sereno
City of Saratoga

MEETING MINUTES

February 7, 2019

Monte Sereno City Hall
18041 Saratoga-Los Gatos Road
Monte Sereno, CA 95030
4:00 p.m.

CALL TO ORDER

The meeting was called to order at 4:05 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Curtis Rogers representing Monte Sereno, Board Member Paul Resnikoff representing the City of Campbell, Board Member Rishi Kumar representing the City of Saratoga and Board Member Barbara Spector representing the Town of Los Gatos were present.

ORAL COMMUNICATIONS FROM THE PUBLIC

None.

WRITTEN COMMUNICATIONS

None.

NEW BUSINESS

1. Elect Vice-Chairperson.

Upon a motion by Chair Rogers, seconded by Member Spector, the Board unanimously approved Member Resnikoff as the new Vice-Chair through May 2019. The Board further directed staff to return in May to elect a new Chair and Vice-Chair to serve through January 2020 and to appoint the Chair and the Vice Chair at the Board's first meeting of the calendar year annually thereafter.

2. Provide direction to staff on next steps in considering short and long-term options to fund Authority operations.

The Board received a staff presentation on options for continuing funding for Authority operations and discussed next steps. Authority staff is currently evaluating the feasibility of maintaining the revenue from the existing storm drainage assessment and reassigning the collection from the District to the WVCWPA. In addition, staff will issue a request for proposals to hire a public finance consultant to evaluate other long-term options and return to the Board with a scope, budget and workplan for consideration.

3. Approve the 2019 Strategic Priorities.

The Board received a presentation on staff's recent planning retreat to discuss its strengths, weaknesses, challenges and opportunities, values and strategic priorities. The strategic priorities will serve as a foundation for priority setting, budget development, guide for policy setting and decision-making, and performance reviews. Upon a motion by Member Kumar and a second by Member Spector, the Board unanimously approved the 2019 Strategic Priorities.

CONSENT CALENDAR

Upon a motion by Chair Rogers and a second by Vice-Chair Resnikoff, the Board unanimously approved Items 4-9 with the following amendments to Items 4, 8 and 9.

4. Approve Minutes of the November 1, 2018 Board Meeting.

The November 1, 2018 meeting minutes were amended to indicate Board Member Paul Resnikoff represented Campbell and Board Member Steve Leonardis represented Los Gatos.

5. Adopt resolution approving the filing of an application to the California Employment Development Department for State Disability Insurance for employees of the Authority effective retroactively to January 1, 2019.

6. Approve financial services agreement with the West Valley Clean Water Program Authority and the City of Saratoga effective July 1, 2018 in an amount not to exceed \$18,500.

7. Liability Insurance

- a. Join the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority (JPRIMA).
- b. Authorize the Executive Director to purchase liability insurance for the Authority from JPRIMA in an amount not to exceed \$4,000 for coverage effective February 7, 2019 through April 2019.

8. Approve new Purchasing Policy and Procedures with an effective date of February 7, 2019.

Upon a motion by Vice-Chair Resnikoff, seconded by Chair Rogers, the Board unanimously approved the purchasing policy and directed staff to return at each quarterly meeting with an informational report that identifies the Authority purchases from \$5,000-\$10,000 and from \$10,000-\$25,000.

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.

9. Receive and file the West Valley Clean Water Program Authority FY 2018-2019 YTD Financial Report.

The Board received an updated FY2018-2019 YTD Financial Report.

FUTURE MEETING ITEMS

BOARD MEMBER REPORTS

EXECUTIVE DIRECTOR REPORT

Executive Director Sheila Tucker updated the Board on the redesign of the Authority's web-site.

ADJOURNMENT

The meeting was adjourned at 4:40pm

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.