

To: Board of Directors
From: Norma J. Camacho, Interim CEO

Chief Executive Officer Bulletin Week of March 24 to March 30, 2017

Board Executive Limitation Policy EL-7:

The Board Appointed Officers shall inform and support the Board in its work. Further, a BAO shall 1) inform the Board of relevant trends, anticipated adverse media coverage, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established and 2) report in a timely manner an actual or anticipated noncompliance with any policy of the Board.

| Page | IN THIS ISSUE |
|-------------------|---|
| 1 | Public Meeting on the Anderson Dam Seismic Retrofit Project |
| 2 | <u>Director Estremera</u> Staff to provide the Board with information on how many times in the last 12 months, staff has authorized work on expired contracts/agreements, and identify a process for improvement R-17-0007 |
| 2 | <u>Director Varela</u> Letter to Assemblymember Anna Caballero from Chair Varela requesting a meeting on San Benito and the Pajaro River I-17-0002 |

Public Meeting on the Anderson Dam Seismic Retrofit Project

On Wednesday, March 22, 2017, the water district held a public meeting at the Morgan Hill Community and Cultural Center to update the community on the Anderson Dam Seismic Retrofit Project.

Approximately a 180 people attended the public meeting, including City of Morgan Hill residents and Morgan Hill councilmember, Rene Spring. Chair Varela provided opening remarks and staff gave a brief overview of Anderson Dam and the President's Day Storm events, including a presentation on the new findings and modified design of the Anderson Dam Seismic Retrofit Project.

This was the water district's first public meeting that was livestreamed, in its entirety, on the water district's Facebook account and had 843 views. The livestream can be viewed at www.facebook.com/SCVWD. Meeting materials including the PowerPoint slides can be found on the project webpage: <http://www.valleywater.org/Services/AndersonDamAndReservoir.aspx>.

The residents' questions and concerns were addressed by Chair Varela and staff and their main concerns included:

1. Getting Anderson Dam's water storage level back down to the restricted level.

The water district presented a current drawdown schedule and stated that it is looking at additional options.

2. Why has construction been delayed to the year 2020?

The water district explained the new design and the amount of work involved and emphasized the importance of getting the retrofit done correctly rather than quickly.

3. Emergency evacuation plans.

The evacuation plans are in the city's jurisdiction and the water district coordinates information with the City of Morgan Hill.

Also in attendance at the meeting were representatives of the San Jose Mayor's office, San Jose Vice Mayor's office, and Councilmember Dev Davis' office. Media attended and included the Morgan Hill Times, KPIX, Telemundo, NBC Bay Area, KRON, and KTVU.

For further information, please contact Rick Callender at (408) 630-2017.

Director Estremera

**Staff to provide the Board with information on how many times in the last 12 months, staff has authorized work on expired contracts/agreements, and identify a process for improvement
R-17-0007**

According to information provided by the Contracts Administration Unit, there are 15 consultant agreements in the last 12 months whose expiration date was or is currently in the process of being extended. Of the 15 agreements, there are none wherein staff authorized work after the expiration date or between the expiration date and the renewal date of an agreement. However, in five (5) cases, staff did not direct the consultant to halt work between the expiration and renewal dates for tasks that had been authorized prior to the agreement's expiration date.

District management, with the assistance of Contracts Administration Unit staff, will provide refresher training to staff on managing consultant agreements in a manner that is consistent with the Board's authorization. Staff who manage consultant agreements receive a "heads-up" email 120, 90, 60, and 30 days before an agreement is set to expire. In the future, such emails will include a reminder to staff that a consultant's work must stop after an agreement expires and/or in between the expiration date and the renewal date of an agreement.

For further information, please contact Katherine Oven at (408) 630-3126.

Director Varela

**Letter to Assemblymember Anna Caballero from Chair Varela requesting a meeting on San Benito and the Pajaro River
I-17-0002**

Chair Varela met California State Assemblymember Anna Caballero at the Celebrate Morgan Hill Annual Awards Dinner on February 25, 2017.

Chair Varela drafted a letter requesting a meeting at the Assemblymember's District Office in Salinas

to follow up on their conversation regarding the San Benito and Pajaro River.

The requested letter was sent to Assemblymember Anna Caballero on March 20, 2017, and will be included in the March 31, 2017, Non-Agenda package.

For further information, please contact Rick Callender at (408) 630-2017.
