

Countywide Water Coordination Committee

MINUTES MEETING OF JUNE 15, 2018

Chair Pine called the meeting to order at 7:35 am at the San Mateo City Hall.

Attendance sheet is attached.

1. Public Comments on items not on the agenda.

None.

2. Approval of minutes from the April 18, 2018 meeting.

Motion: Member Vaterlaus moved to approve the April 18, 2018 minutes as presented; Seconded by Member Yarbrough-Gauthier; Motion carried unanimously.

3. Receive update on proposed scope of work and proposal from ESA Consulting Associates, Inc. for development of a strategic plan to create a new agency.

Committee received an update on the process for selecting a consultant to facilitate the development of a plan to create a new agency in San Mateo County to manage and fund regional flooding, sea level rise and stormwater related issues. County staff issued an RFP—based on the scope of work developed by the SAT—to the two on-call consultants for the County Flood Resilience Program, Environmental Science Associates (ESA) and Paradigm Environmental. County staff, C/CAG staff and Chair Larry Patterson of the SAT reviewed the two proposals and selected ESA. At the June 7, 2018 SAT meeting, staff worked with ESA to modify the scope according to recommendations from the SAT to focus on developing recommendations for a governance structure, and postpone implementing an outreach plan until after the final recommendations are brought before the County Board of Supervisors and C/CAG Board of Directors. The SAT and ESA also scheduled a four-hour workshop for July 12, 2018 to begin the process of assessing needs and potential risks or challenges in developing a new agency. This is the beginning of a longer process of engaging city staff and eventually elected officials on the plans. Committee members discussed a general timeline for the main tasks in the scope of work and emphasized the role of the agency and staffing needs as early priorities. Committee members also re-emphasized there should be clear documentation in the early stages of what the primary needs are and what the cities want and do not want the new agency to be responsible for to help with getting buy-in from elected officials and final approval of the proposed recommendations.

The SAT will meet on July 12, 2018 for a workshop to begin addressing questions about the role of the agency, what success will look like, potential barriers, etc. The outcomes of this workshop will be brought to the Committee on July 20, 2018 for discussion and additional input and direction.

4. Review and approve proposed calendar for remaining Water Coordination Committee meetings in 2018.

The Committee reviewed and approved the proposed modified schedule of meetings for the remainder of 2018. Meetings will occur monthly on the third Friday of each month through December 2018 at 7:30-9:00 AM at City of San Mateo, City Hall, Conference Room C located at 330 W 20th Ave, San Mateo, unless otherwise noticed.

5. Member comments and announcements (information item).

None.

7. Adjournment.

Meeting was adjourned at 8:50 AM. Next meeting is scheduled for Aug 17, 2018.