



SANTA CLARA VALLEY  
**HABITAT AGENCY**

#### **Implementation Board Members**

**Carol Marques**, City of Gilroy  
**Rebeca Armendariz**, City of Gilroy  
**Sylvia Arenas**, County of Santa Clara  
**Don Rocha**, County of Santa Clara  
**Ann Calnan**, VTA

**Domingo Candelas**, City of San Jose  
**David Keyon**, City of San Jose  
**Rene Spring**, City of Morgan Hill  
**Chair Jennifer Carman**, City of Morgan Hill  
**Jim Beall**, Santa Clara Valley Water District  
**Vice Chair Barbara F. Keegan**, Santa Clara Valley Water District

## **SANTA CLARA VALLEY HABITAT AGENCY**

**THURSDAY, MAY 16, 2024**

**IMPLEMENTATION BOARD MEETING**

**3:00 PM**

**MORGAN HILL CITY COUNCIL CHAMBER**

**17555 Peak Avenue, Morgan Hill**

#### **HYBRID MEETING**

The regular meeting of the Implementation Board of the Santa Clara Valley Habitat Agency is hereby called for the above-described time and place.

#### **TELECONFERENCE LOCATIONS**

**San Jose City Hall**  
**Tower 18<sup>th</sup> Floor, Rm 1854**  
**200 E. Santa Clara Street,**  
**San Jose CA, 95113**

The public may attend the Board meeting and will have the opportunity for public comment from the teleconference locations.

#### **MEETING GUIDELINES**

Those members of the community that would like to participate in the meetings remotely may do so by joining the virtual meeting at: <https://bit.ly/HabitatIBMeeting> or by calling in to: (669) 900-9128, then

enter the webinar id: 874 2976 7109#.

Public comment may be provided in the following ways:

- In person
- Join the virtual meeting via the link above, when public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes
- Join the virtual meeting by calling in to the number above, dial \*9 to raise your hand and be called upon to speak for up to 3 minutes
- Send public comments in writing to the Agency Deputy Secretary at [cityclerk@morganhill.ca.gov](mailto:cityclerk@morganhill.ca.gov)

The regular meeting of the Implementation Board of the Santa Clara Valley Habitat Agency is hereby called for the above-described time and place. The agenda for the meetings is as follows:

**CALL TO ORDER**

**ROLL CALL**

**REPORT FROM THE CHAIR**

Implementation Board  
*Jennifer Carman*

**REPORT FROM THE PUBLIC ADVISORY COMMISSION**

*Reid Lerner, Chair*

**PUBLIC COMMENTS: ITEMS NOT ON THE AGENDA**

Members of the public may address the Governing Board and the Implementation Board concerning any item not on this agenda and within the respective subject matter jurisdiction of each of the Boards. The length of public comments may be limited by the Chair of each Board. With limited exceptions, the Boards are prohibited from discussing or taking action on any item not appearing on the posted agenda.

**IMPLEMENTATION BOARD ACTION**

**CONSENT AGENDA:**

1. **APPROVE THE MINUTES OF THE NOVEMBER 16, 2023 REGULAR MEETING OF THE IMPLEMENTATION BOARD**..... 7-10  
**Recommended Action:** Approve minutes.

2. **REVISION TO GENERAL CONTRACTING AND PROCUREMENT PROCEDURES AND PUBLIC WORKS CONTRACTING PROCEDURES BUDGET** ..... 11-18  
**Recommended Action:** Adopt a resolution clarifying the policies and procedures regarding the authority of the Executive Director to amend contracts between \$50,000 and \$100,000 and to extend contracts for up to one year.
  
3. **RICHMOND RANCH PROPERTY ACQUISITION PHASE 2 GRANT FUNDING, APNS: 660-01-014, 660-47-001, 660-50-001, 660-51-001, 660-55-002, AND 660-58-004, APPROXIMATELY 1,222.32 ACRES OF THE ORIGINAL 3,654.29-ACRE RICHMOND RANCH** ..... 19-24  
**Recommended Action:** Adopt resolution approving the receipt of grant funds from the California Coastal Conservancy for purchase of Phase 2 of the Richmond Ranch in accordance with the Santa Clara Valley Habitat Plan in the amount of \$1,500,000.

**REGULAR BUSINESS:**

4. **FISCAL YEAR 2023-2024 REVENUE AND EXPENDITURES, YTD MARCH 31, 2024; AND REVIEW OF FISCAL YEAR 2024-2025 GOVERNING BOARD APPROVED BUDGET REPORT** ..... 25-38  
**Recommended Action:** Review the year-to-date revenues and expenditures for Fiscal Year 2023-2024 through March 31, 2024. Review Fiscal Year 2024-2025 Budget.
  
5. **SANTA CLARA VALLEY HABITAT PLAN FY2023 ANNUAL REPORT** ..... 39-138  
**Recommended Action:** Approve the Santa Clara Valley Habitat Plan Fiscal Year 2022-2023 Annual Report.
  
6. **CALERO COUNTY PARK POND AND WETLAND RESTORATION PROJECT AGREEMENT WITH H.T. HARVEY & ASSOCIATES** ..... 139-144  
**Recommended Action:** Authorize the Executive Officer to execute a not-to-exceed \$52,670.10 Service Agreement with H.T. Harvey & Associates for the Calero County Park Pond and Wetland Restoration Project.
  
7. **AGREEMENT WITH ENVIRONMENTAL SCIENCE ASSOCIATES FOR AS-NEEDED GRANT MANAGEMENT SERVICES** ..... 145-150  
**Recommended Action:** Authorize the Executive Officer to execute a not-to-exceed \$100,000 Service Agreement with Environmental Science Associates, (ESA), to support the Santa Clara Valley Habitat Agency with grant management services as needed.
  
8. **AGREEMENT WITH ENVIRONMENTAL SCIENCE ASSOCIATES TO ASSIST WITH GRANT WRITING AS NEEDED SERVICES** ..... 151-154

**Recommended Action:** Authorize the Executive Officer to execute a not-to-exceed \$150,000 Service Agreement with Environmental Science Associates, (ESA), to support the Santa Clara Valley Habitat Agency with grant writing as needed services.

9. **REPORT FROM THE EXECUTIVE OFFICER**.....155-156  
**Recommended Action:** Receive verbal report.

**FUTURE IMPLEMENTATION BOARD INITIATED AGENDA ITEMS:**

Note: In accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

**CLOSED SESSION:**

**EXECUTIVE OFFICER EVALUATION**

Authority: Government Code 54957(b)

Employee Performance Evaluation: Executive Officer

**OPPORTUNITY FOR PUBLIC COMMENT**

**ADJOURN TO CLOSED SESSION**

**RECONVENE**

**CLOSED SESSION ANNOUNCEMENT**

**IMPLEMENTATION BOARD ADJOURNMENT**

**UPCOMING MEETINGS**

*All regular meetings of the Santa Clara Valley Habitat Agency’s Governing Board and Implementation Board are held at the City of Morgan Hill Council Chamber at 3:00 p.m. unless otherwise noted.*

**Governing Board**

- June 20, 2024                      Governing Board Meeting

**Implementation Board**

- September 19, 2024 Joint Governing and Implementation Board Meeting
- November 21, 2024 Implementation Board Meeting

### **NOTICE**

*Any documents produced by the Santa Clara Valley Habitat Agency and distributed to the majority of the Governing Board and/or Implementation Board less than 72 hours prior to an open meeting, will be made available for public inspection at the Santa Clara Valley Habitat Agency's public counter located at 17575 Peak Avenue, Morgan Hill, CA, 95037 during normal business hours. (Pursuant to Government Code 54957.5)*

### **PUBLIC COMMENT**

*Members of the Public are entitled to directly address the Governing Board and/or Implementation Board concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Governing Board and/or Implementation Board on any issue that is on this agenda, please complete a speaker request card and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Governing Board and/or Implementation Board, but it is very helpful. When you are called, proceed to the podium and the Chair will recognize you. If you wish to address the Governing Board and/or Implementation Board on any other item of interest to the public, you may do so by during the public comment portion of the meeting following the same procedure described above. Public comments may be limited as to time by the Board Chairperson.*

*Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Governing Board and/or Implementation Board.*

*Persons interested in proposing an item for the Governing Board and/or Implementation Board agenda should contact a member of the Governing Board and/or Implementation Board who may place an item on the agenda for a future Governing Board and/or Implementation Board meeting. Should your comments require Board action, your request may be placed on the next appropriate agenda. Board discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950*

*The time within which judicial review must be sought of the action by the Governing Board and/or Implementation Board, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.*

**AMERICANS WITH DISABILITIES ACT (ADA)**

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Board Clerk's Office at (408) 779-7259, (408) 779-3117 (fax) or by email [cityclerk@morganhill.ca.gov](mailto:cityclerk@morganhill.ca.gov). Requests must be made as early as possible and at least two-full business days before the start of the meeting.*