



## MEMORANDUM

FC 14 (01-02-07)

**TO:** Board of Directors

**FROM:** Directors Barbara Keegan,  
District 2 and Jim Beall,  
District 4

**SUBJECT:** January 10, 2023, Board Agenda Item 4.1 -  
Adopt a Resolution Setting the Time and  
Place of Regular Meetings of the Santa Clara  
Valley Water District Board of Directors.

**DATE:** January 6, 2023

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We would like to recommend the following modifications to the Board's current meeting schedule.

1. Set one meeting per month as a daytime meeting commencing at 1 pm for regular session, and one meeting as an evening meeting commencing at 6 pm. This would allow for greater participation by members of the public who are unable to participate in daytime meetings.
2. Take a mid-year recess consistent with the practices of other public agencies such as local cities, the County of Santa Clara and the California legislature. The recommendation is to have a recess in Board and Board Committee meetings for the month of July. The recess would allow staff and the Board the opportunity to take time off and prepare for the following fiscal year. This recommendation would not preclude individual Board members from meeting with constituents or staff or participating in other relevant activities during the month of July.
3. Cancel the December 26, 2023, Board meeting.