



# Santa Clara Valley Water District

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**File No.:** 20-0234

**Agenda Date:** 2/25/2020

**Item No.:** 4.2.

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## BOARD AGENDA MEMORANDUM

### **SUBJECT:**

Review 2020 Capital Improvement Committee Work Plan.

### **RECOMMENDATION:**

Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.

### **SUMMARY:**

Work Plans are created and implemented by all Board Committees to increase Committee efficiency, provide increased public notice of intended Committee discussions, and enable improved follow-up by staff. Work Plans are dynamic documents managed by Committee Chairs and are subject to change. Committee Work Plans also serve to assist to prepare an Annual Committee Accomplishments Reports.

The 2020 Capital Improvement Program Committee (CIP) Work Plan is contained in Attachment 1. Information in this Plan document was provided by staff as follows:

Discussion of topics as stated in the Plan have been described based on information from the following sources:

- Items referred to the Committee by the Board;
- Items requested by the Committee to be brought back by staff;
- Items scheduled for presentation to the full Board of Directors; and
- Items identified by staff.

The 2020 CIP Work Plan contained in Attachment 1 is presented for the Board's review to determine topics for discussion in 2020.

All meetings have been scheduled to occur on the second Monday of each month in 2020 in accordance with the Committee's charter, except for the October meeting, which has been rescheduled to October 19, 2020, due to the holiday schedule.

**FINANCIAL IMPACT:**

There is no financial impact associated with this item.

**CEQA:**

The recommended action does not constitute a project under CEQA because it does not have a potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

**ATTACHMENTS:**

Attachment 1: 2020 CIP Committee Work Plan

**UNCLASSIFIED MANAGER:**

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