# APPENDIX D

# **SCVWD MEETING MINUTES**

- SCVWD Coordination Meeting #1 Minutes
- SCVWD Coordination Meeting #2 Minutes
- SCVWD Coordination Meeting #3 Minutes

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## **MEETING MINUTES**

# SANTA CLARA VALLEY TRANSPORTATION AUTHORITY Regnart Creek Trail Feasibility Study

# Santa Clara Valley Water District (SCVWD) Kick-off Meeting

**Date and Time:** November 28, 2017 – 3:00 p.m.

**Location:** SCVWD Offices, 5750 Almaden Expy San Jose, CA 95118

Minutes By: HMH

Attended By:

Sue Tippets SCVWD David Stillman City of Cupertino Usha Chatwani SCVWD Jennifer Chu City of Cupertino

Cody Houston SCVWD Jon Cacciotti HMH
Devin Mody SCVWD Michelle Vera Cruz HMH

Brian Fletcher Callander Jodi Starbird David J. Powers

DISCUSSION			ACTION
1.	Intr	oductions & Key Staff	
	a.	Usha Chatwani – SCVWD	
	b.	Jen Chu – City of Cupertino	
	c.	Jon Cacciotti – HMH Engineers	
2.	Pro	ject Description	
	a.	A portion of the Cupertino Loop known as Regnart Creek Trail is subject to a feasibility study conducted by HMH. The feasibility study is projected to be reviewed by Cupertino City Council in Spring 2018.	
	b.	The Regnart Creek Project would utilize the existing Regnart Creek maintenance access road from Pacifica Dr to the west to E. Estates Dr to the east.	
3.	SCV	WD Long Term Plans	
	a.	SCVWD has an Asset Management Plan that describes the operations and maintenance work to be performed on existing SCVWD facilities.  i. Regnart Creek is subject to routine maintenance such as vegetation removal and herbicide applications.	
		Regnart Creek in the project area has known slope failures and SCVWD may have future slope stability projects.	
_	c.	No specific capacity improvements for Regnart Creek are planned at this time.	
4.		/WD Creek History	
	a.	<ul><li>Current Creek Conditions</li><li>i. Regnart Creek has been stable until the past few years.</li></ul>	



- **1.** FEMA maps are outdated and are not representative of the current flooding status.
- 2. Erosion of the creek has caused incising of the creek bank.

**3.** SCVWD may not have a current model of this creek, however they do have information about flooding "hotspots" and problematic areas along the reach.

SCVWD to provide information about known "hotspots" and problematic areas.

## 5. SCVWD Design Guidelines

### a. The project development team proposed to use the following Design Guidelines:

- i. SCVWD User Manual: Guidelines & Standards for Land Use Near Streams (Guide 16 – Guidance for Trail Design)
- ii. Caltrans Highway Design Manual (Chapter 1000 Bikeway Planning and Design)
- **iii.** SCVWD indicated that the City of San Jose is underway with a document that will provide updated guidelines for creek trails.
  - 1. This document will be adopted by SCVWD.
  - **2.** Draft document previously circulated. Final document expected early 2018.

HMH to request draft copy from the City of San Jose.

#### 6. Project Specific Considerations

- a. Creek Maintenance Access Location
  - i. Regnart Creek Trail must preserve SCVWD maintenance access including existing access ramp to the creek bed.
  - **ii.** The existing concrete maintenance ramp down into the creek bed can be removed for trail continuity as long as a similar access ramp can be constructed elsewhere within the same reach.
- **b.** Proposed Bike/Ped Overcrossing Structures
  - i. Two bike/ped bridges are proposed for user access points from Wilson Park and to deviate the trail away from the existing access ramp.
  - ii. Structures that cross SCVWD creeks are allowed but are discouraged.
- **c.** SCVWD operates a 'Good Neighbor Program' where SCVWD will pay ±50% of the capital cost of a new fence. The property owner is responsible for maintenance.

#### 7. SCVWD Criteria Summary

- a. HMH summarized design criteria extracted from SCVWD User Manual and Santa Clara County Uniform Interjurisdictional Trail Design, Use, and Management Guidelines.
- **b.** HMH requested identification or other criteria not explicitly stated in the Trail Design Guide. SCVWD Identified the following criteria:
  - i. Minimum access road width shall be 18' or match existing conditions.
  - **ii.** Minimum trail paved width shall be 8' in areas where existing access road is narrow.
  - iii. Grade trail away from the creek, allowing water to drain to existing outfalls.

SCVWD to provide minimum vertical clearance for maintenance vehicles within creek.



- iv. Lighting along trail is not permitted.
- **v.** SCVWD regular maintenance of trail and associated closures should be properly conveyed and communicated to trail users through signage and public outreach.
- vi. SCVWD may need gates at all access points to close the trail for maintenance.
- **vii.** No physical separation between the creek and the trail is preferred, however to address safety concerns; low-height, open fencing is allowed.
- viii. SCVWD interested in alternative, permeable trail surfaces.
- ix. SCVWD indicated that a new joint-use agreement will need to be established between the City of Cupertino and SCVWD if the trail is constructed.

HMH to research alternative paving solutions for trail.



## **MEETING MINUTES**

# SANTA CLARA VALLEY TRANSPORTATION AUTHORITY Regnart Creek Trail Feasibility Study

# Santa Clara Valley Water District (SCVWD) Kick-off Meeting

**Date and Time:** April 4, 2018 – 2:00 p.m.

**Location:** SCVWD Offices, 5750 Almaden Expy San Jose, CA 95118

Minutes By: HMH

Attended By:

Sue Tippets SCVWD David Stillman City of Cupertino Usha Chatwani SCVWD Jennifer Chu City of Cupertino

Cody Houston SCVWD Jon Cacciotti HMH
Devin Mody SCVWD Michelle Vera Cruz HMH

DISCUSSION	ACTION
1. Introductions & Key Staff	
a. Usha Chatwani – SCVWD	
<b>b.</b> David Stillman – City of Cupertino	
c. Jon Cacciotti – HMH Engineers	
2. Project Status Update	
a. Two public outreach meetings, one "Walkshop"	
i. Primary concerns of the public are privacy, safety, and security.	
<b>b.</b> Proposed Improvements	
i. Various trail element alternatives aim to address the public's concerns	
ii. Bridge crossings at Wilson park are proposed in order to maintain SCVWD	
access ramp and to create a connection to Wilson Park.	
3. Proposed Improvements	
a. Conceptual Alignment	
i. Trail alignment begins at the intersection of Torre Ave and Pacifica Dr and	
terminates at E Estates Drive before existing Regnart Creek trail tees into	
Creekside Park.	
ii. Trail alignment crosses Regnart Creek twice near Wilson Park to avoid existing	
SCVWD maintenance ramp. Bridges are proposed to achieve this crossing.	
<b>b.</b> Trail Features	
i. Railing	



- 1. To address safety concerns, railing along the top of bank, adjacent to the trail, is proposed for the entirety of the trail as the creek bank exceeds a 3:1 slope.
- **2.** SCVWD opposes railing as it restricts maintenance and contributes to bank instability and erosion.
- **3.** Slope instability and susceptibility to erosion increase as bank slopes increase.
- **4.** City to evaluate liability concerns for pedestrian safety along steep banks.

#### ii. Privacy Screening

- Screening provided by fencing, fence extensions, soundwalls, and metal/acrylic panels are proposed to potentially address privacy concerns.
- **2.** Proposed privacy screen footprint shall be minimized and shall abut existing fencing to the extent practicable as to not decrease maintenance access width substantially.
- **3.** SCVWD has a cost-sharing program for the replacement or installation of wooden or chain link fencing between District land and adjoining properties. City of Cupertino is to adopt similar cost-sharing agreement for fencing/screening installed by this project.

#### iii. Safety Features

- 1. Security cameras and emergency push buttons may only be placed in public open spaces (road crossings, Civic Center), not along trail.
- **2.** Yves Zsutty from the City of San Jose can provide insight on the feasibility of providing security measures along trails.

#### iv. Trail Surface

- **1.** Trail surfaces shall be capable to withstand loading from SCVWD large maintenance vehicles and machines.
- 2. Preferred SCVWD access width is 18'-22'.
- **3.** Trail surface width shall be as wide as possible but not less than 12' wide.
- **4.** Pervious pavement is the preferred trail surface as it will avoid C3 requirements.
- **5.** No new outfalls are proposed. The project proposes to tie into the existing system.
- **6.** Bioswales triggered by C3 treatment shall be minimized and shall abut existing fencing as to not decrease maintenance access widths substantially.

#### v. Bride Crossing

SCVWD to provide City of Cupertino with fence costsharing agreement language.



- **1.** 13'-15' vertical clearance from channel bottom to bridge deck is needed for maintenance equipment.
- 2. For maintenance purposes, access points to the trail shall have gates.
- **3.** The maintenance ramp in this location is accessed approximately every 10 years. SCVWD is agreeable to removeable bridge structures that can be removed and preplaced by the City to facilitate creek work.

## 4. Next Steps

- a. Public Outreach
  - i. Trail alignment and trail elements that address public concerns will be presented at the public outreach meeting on April 23, 2018.
  - **ii.** Public preferences and SCWVD preferences will be considered and evaluated in order to arrive at a recommended trail design.



## **MEETING MINUTES**

# SANTA CLARA VALLEY TRANSPORTATION AUTHORITY Regnart Creek Trail Feasibility Study

# Santa Clara Valley Water District (SCVWD) Kick-off Meeting

**Date and Time:** July 11, 2018 – 10:00 a.m.

**Location:** SCVWD Offices, 5750 Almaden Expy San Jose, CA 95118

Minutes By: HMH

Attended By:

Sue Tippets SCVWD David Stillman City of Cupertino Usha Chatwani SCVWD Jennifer Chu City of Cupertino

Chad SCVWD Jon Cacciotti HMH

Michelle Vera Cruz HMH

DISCUSSION	<u>ACTION</u>			
1. Introductions & Key Staff				
a. Usha Chatwani – SCVWD				
<b>b.</b> David Stillman – City of Cupertino				
c. Jon Cacciotti – HMH Engineers				
2. Project Status Update				
a. Public Outreach Meeting & Meeting with Lozano Ln/De Palma Lane Residents				
i. Primary concerns of the public are privacy, safety, and security.				
ii. Creek structure alternatives presented to Lozano Ln/De Palma. If project was	;			
approved, Lozano Lane/De Palma Lane residents preferred the box culvert				
alternative.				
<b>b.</b> Trail Feasibility Study				
i. HMH is providing creek trail alternatives based on community, City, and				
SCWD input and will evaluate these alternatives based on, but not limited to	,			
SCVWD maintenance access and environmental impacts	SCVWD to provide			
3. Recommended Improvements	vegetation			
a. Railing	maintenance			
i. Removable split railing is proposed along the edge of the trail, at least 2' from	n schedule			
top of bank to allow for SCVWD maintenance and to not contribute to slope				
failures of creek bank.				



#### **b.** Fencing

i. Fence replacement is the proposed privacy screening alternative as other alternatives have a footprint that will reduce SCVWD maintenance access if constructed on the creek side of existing private fencing.

#### c. Trail Surfacing

**i.** Porous pavement is the proposed trail surface material to mitigate stormwater runoff.

### d. Alignment

- i. The box culvert and cantilevered trail alternatives adjacent to Lozano Lane and De Palma Lane are not recommended by the SCVWD due to major local and federal environmental implications regarding the creek.
- **ii.** Removable bridge crossings to and from Wilson park are recommended to make it possible for SCVWD to maintain the creek in this section. Bridges shall be as far away from existing creek maintenance ramp as feasible.

### 4. Next Steps

- a. Finalize Feasibility Study
  - i. HMH will provide a draft study for SCVWD review by 8/1/2018
  - ii. Council meeting for project approval on 8/21/2018