

**MINUTES OF SILICON VALLEY CLEAN WATER  
SPECIAL MEETING – January 28, 2019  
8:00 a.m.**

**ITEM 1**  
CALL TO ORDER

The meeting was called to order at 8:00 a.m.

**ITEM 2**  
ROLL CALL - Commissioners Duly Appointed by Each Agency

Council Member Warren Lieberman, PhD., Belmont – Chair  
Board Member George B. Otte, P.E., West Bay Sanitary District – Secretary  
Council Member Alicia Aguirre, Redwood City – Member  
Mayor Mark Olbert, San Carlos – Member

**Staff, Consultants and Visitors Present**

Teresa A. Herrera, SVCW Manager  
Christine C. Fitzgerald, SVCW Legal Counsel  
Jennifer Flick, Human Resources Manager  
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager  
Monte Hamamoto, SVCW Chief Operating Officer  
Kim Hackett, SVCW Authority Engineer  
Arvind Akela, SVCW Engineering Director  
Jessica Mangual, SVCW Administrative Clerk  
EJ Shalaby, Senior Consultant, DNS Strategic Partners  
Molly Flowerday, City of Redwood City  
Steven Machida, City of San Carlos  
Bill Tanner, Tanner Pacific, Inc.  
Mark Minkowski, Kennedy/Jenks  
Aren Hansen, Brown & Caldwell  
Robert Porr, Fieldman, Rolapp & Associates  
Nate Olson, Cascade Integration and Development  
Paul E. Gaspari, Weintraub Tobin

**ITEM 3**  
PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance.

**ITEM 4**  
PUBLIC COMMENT

There were no public comments.

## **ITEM 5**

### **SAFETY MOMENT AND REPORTS**

The safety moment stressed the importance of safe driving in the rain.

A brief verbal summary of two conferences attended by the Manager, the California Sanitation Risk Management Authority Conference and the Liebert, Cassidy, Whitmore Conference, was provided.

Those in audience attendance at the meeting introduced themselves for benefit of the new Commissioners.

Brief verbal descriptions of the financial report, the engineering project status update, Commission requested staff level action items list, and the RESCU program summary update were provided.

## **ITEM 6A**

### **MATTERS OF COMMISSION MEMBER'S INTEREST**

Chairman Lieberman formerly welcomed the two new Commissioners, Mayor Mark Olbert of San Carlos and Council Member Alicia Aguirre of Redwood City.

The 2019 Commission Meeting Calendar dates were approved with the exception of the February 18, 2019; this meeting was moved to Monday, February 25, 2019.

## **ITEM 7**

### **CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7D**

**Motion/Second: Mr. Olbert / Ms. Aguirre**

The Motion carried by Unanimous Roll Call Vote

## **ITEM 8A**

### **CONSIDERATION OF MOTION TO APPROVE TASK ORDERS TO CASCADE INTEGRATION & DEVELOPMENT FOR SCADA AUTOMATION PROGRAMMING**

Proposed Actions:

- i. Move approval of TASK ORDER SCOPE AND BUDGET FOR PROGRAMMING SERVICES IN THE AMOUNT OF \$220,618 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS (Capital Project #293) - CASCADE INTEGRATION & DEVELOPMENT
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR AUTOMATION PROGRAMMING SERVICES IN THE AMOUNT OF \$160,376 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS (CIP #9222) – CASCADE INTEGRATION & DEVELOPMENT

**Motion/Second: Mr. Olbert / Ms. Aguirre**

The Motion carried by Unanimous Roll Call Vote

**ITEM 8B**

CONSIDERATION OF MOTION TO RECEIVE AND ACCEPT PRESENTATION OF LONG-RANGE FINANCIAL PLAN – 2019 UPDATE

Proposed Action:

- i. MOVE APPROVAL OF RECEIPT AND ACCEPTANCE OF SILICON VALLEY CLEAN WATER LONG RANGE FINANCIAL PLAN – 2019 UPDATE

**Motion/Second: Mr. Olbert / Ms. Aguirre**

The Motion carried by Unanimous Roll Call Vote

**ITEM 9**

CLOSED SESSION

Closed Session was called to order at 9:00 a.m.

**ITEM 10**

RECONVENE FROM CLOSED SESSION

Open Session reconvened at 9:33 a.m.

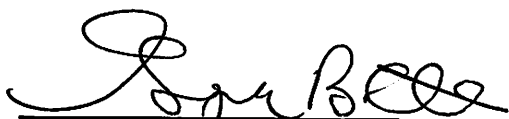
Ms. Fitzgerald reported as to Item 9A no reportable action was taken and direction was given to Counsel. As to Item 9B no reportable action was taken and direction was given to staff.

**ITEM 11**

ADJOURN

There being no further business. The meeting adjourned at 9:35 a.m.

Minutes prepared by Teresa A. Herrera

  
George Otte, Secretary