

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – October 21, 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 Alicia Aguirre, Redwood City - Chair
Board Member George Otte, P.E., West Bay Sanitary District – Vice Chair
Mayor Mark Olbert, Mayor, San Carlos – Secretary
Council Member Warren Lieberman, Ph.D., Belmont

Staff, Consultants and Visitors Present

Teresa A. Herrera, SVCW Manager
Christine C. Fitzgerald, SVCW Legal Counsel
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager
Kim Hackett, SVCW Authority Engineer
Arvind Akela, SVCW Engineering Director
Jessica Mangual, SVCW Secretary Pro Temp
Derek Rampone, City of Redwood City
Theresa Yee, City of Redwood City
Aren Hansen, Brown & Caldwell
Jim Lewis, member of the public

ITEM 3

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance.

ITEM 4

PUBLIC COMMENT

Public comment was deferred to after Agenda Item 8A as it related to Agenda Item 8B.

Chair, Alicia Aguirre, informed the Commissioners that due to a previous commitment she would have to leave the meeting early and, therefore, moved that the Closed Session be held first after which Vice Chair, George Otte, would take over Chairing the meeting in Ms. Aguirre's absence.

Motion/Second: Mr. Lieberman / Mr. Olbert

The Motion carried by Unanimous Vote

ITEM 9A
CLOSED SESSION

Closed Session was called to order at 8:02 a.m.

ITEM 10
RECONVENE FROM CLOSED SESSION

Open Session reconvened at 8:20 a.m.

As to Closed Session Item 9A, the Commission unanimously voted to defend the legal action entitled Daniel Child vs Silicon Valley Clean Water. The case is a Reverse Public Records Act action in which the plaintiff seeks to prevent disclosure of certain records under the California Public Records Act.

ITEM 5A THROUGH ITEM 5F
SAFETY MOMENT AND REPORTS

Before the Safety Moment was presented, it was noted that SVCW has gone 275 days without a reportable safety incident; this is a record for SVCW.

This month's Safety Moment concerned tips for Autumn home maintenance.

The Manager's Report included updates on the sale of the Greendale house and the SRF loan. The Commissioners were informed that SVCW's Holiday Potluck Luncheon will be on Wednesday, December 11, 2019, and invitations will be distributed soon.

The Financial Reports were given after which questions from the Commissioners were addressed. Information will be added on the financial reports to note where reserves stand in relation to targets set by policy.

There was no further discussion on the Engineering Projects Status Update or Commission-requested action items. On the RESCU report, information related to change order amounts will be added to future reports.

ITEM 6
MATTERS OF COMMISSION MEMBER'S INTEREST

There were no comments.

ITEM 7
CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7G

A. APPROVAL OF MINUTES – September 16, 2019

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED AUGUST 26, 2019, AUGUST 30, 2019, SEPTEMBER 6, 2019 AND SEPTEMBER 20, 2019 AND NECESSARY PAYMENTS THROUGH SEPTEMBER 20, 2019

C. CONSIDERATION OF RESOLUTION AMENDING MASTER SERVICES AGREEMENT FOR RGM AND ASSOCIATES

Proposed Action:

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF MASTER SERVICES AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES – RGM KRAMER INC.

D. CONSIDERATION OF RESOLUTION APPROVING AGREEMENT FOR GRANT FUNDING THROUGH THE STATE WATER RESOURCES CONTROL BOARD

Proposed Action:

Move adoption of RESOLUTION AUTHORIZING MANAGER TO NEGOTIATE AND EXECUTE AGREEMENTS WITH THE STATE WATER RESOURCES CONTROL BOARD, STANFORD UNIVERSITY, AND RELATED CONTRIBUTORS FOR CONSTRUCTION OF SKID SCALE NUTRIENT REMOVAL AND WATER REUSE TECHNOLOGY IN A PILOT PLANT

E. CONSIDERATION OF MOTION APPROVING TASK ORDER SCOPE AND BUDGET FOR KENNEDY/JENKS ENGINEERING DESIGN SERVICES FOR THE PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER REPLACEMENT PROJECT (CIP #9014)

Proposed Action:

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR DESIGN SERVICES RELATED TO THE PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER REPLACEMENT PROJECT (CIP# 9014) IN THE AMOUNT NOT TO EXCEED \$238,790 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY JENKS CONSULTANTS

F. CONSIDERATION OF RESOLUTION APPROVING CONTRACT CHANGE ORDERS TO TWO RESCU PROJECTS: GRAVITY PIPELINE AND FRONT OF PLANT

Proposed Action:

Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE CONTRACT CHANGE ORDERS FOR THE GRAVITY PIPELINE PROJECT AND FRONT OF PLANT PROJECT IN AN AMOUNT NOT TO EXCEED \$900,000 SUBJECT TO CONFIRMATION OF ACTUAL COSTS UPON PROJECTS' COMPLETIONS

G. CONSIDERATION OF MOTION APPROVING TASK ORDER SCOPE AND BUDGET FOR KENNEDY/JENKS ENGINEERING SERVICES FOR THE REDWOOD CITY 1548 MAPLE STREET DEVELOPMENT PROJECT

Proposed Action:

Move approval of TASK ORDER SCOPE AND BUDGET FOR ENGINEERING SERVICES DURING THE 1548 MAPLE STREET DEVELOPMENT IN THE AMOUNT NOT TO EXCEED \$99,188 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS CONSULTANTS

Motion/Second: Mr. Lieberman / Mr. Olbert

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF MOTIONS APPROVING TASK ORDER SCOPES AND BUDGETS TO BEECHER ENGINEERING AND BROWN AND CALDWELL ENGINEERING DESIGN SERVICES FOR THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807)

Proposed Actions:

- i. Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR ELECTRICAL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$149,040 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BEECHER ENGINEERING

- ii. Move approval of TASK ORDER SCOPE WORK AND BUDGET FOR STRUCTURAL AND CIVIL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$121,579 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL

Motion/Second: Mr. Olbert / Mr. Lieberman

The Motion carried by Unanimous Vote

ITEM 8B

DISCUSS VIDEO RECORDING SVCW COMMISSION MEETINGS

Mr. Jim Lewis, a member of the public, commented on video-recording Commission meetings. He suggested that if SVCW decided not to video record the meetings, the audio recordings could be placed on the SVCW website.

Proposed Action:

Discuss and provide direction regarding video recording of SVCW Commission meetings.

Staff researched member agencies' and other Bay Area wastewater agencies' practices and the recommendation is not to implement video recording; if the Commission chooses, the audio could be placed onto the website.

A Motion was made to video record Commission meetings

Motion/Second: Mr. Olbert / There being no Second, it was decided to continue this discussion at a future meeting when Ms. Aguirre was in attendance.

A Motion was made to post the audio on the website.

Motion/Second: Mr. Olbert / Mr. Lieberman

The Motion carried by Unanimous Vote

The Commission requested that the Manager talk with Town of Atherton and Menlo Park Fire District as these were brought up as examples of video recording for reasonable cost.

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 8:58 a.m.

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel



Mark Olbert, Secretary