

**MINUTES OF SILICON VALLEY CLEAN WATER  
SPECIAL MEETING – March 9, 2020  
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  
Council Member Mark Olbert, San Carlos – Secretary  
Council Member Warren Lieberman, PhD., Belmont

**Staff, Consultants and Visitors Present**

Teresa A. Herrera, SVCW Manager  
Christine Fitzgerald, SVCW Legal Counsel  
Jennifer Flick, SVCW Human Resources Director  
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager  
Monte Hamamoto, SVCW Chief Operating Officer  
Kim Hackett, SVCW Authority Engineer  
Arvind Akela, SVCW Engineering Director  
Eric Hansen, SVCW Engineering  
Jessica Mangual, SVCW Secretary Pro Tem  
EJ Shalaby, Senior Consultant, DNS Strategic Partners  
Molly Flowerday, City of Redwood City  
Bill Tanner, Tanner Pacific, Inc.  
Mark Minkowski, Kennedy/Jenks  
Leslie Murphy, PFM Asset Management

**ITEM 3**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by those in attendance.

**ITEM 4**

**PUBLIC COMMENT**

Mr. Jim Lewis, a member of the public, shared his appreciation for the safety moment included in SVCW's monthly Commission packet. He shared his support for the Daughters of American Revolution placing a plaque on SVCW's building (1406 Radio Rd) to commemorate the history of the building.

**ITEM 5**

**SAFETY MOMENT AND REPORTS**

The safety moment included instructions on how to stop the spread of germs.

Under the Managers Report, two items were reported:

Daughters of American Revolution requested to place a plaque on the building located at 1406 Radio Rd to acknowledge the history and importance of the building. Input and direction were requested and received from the Commission.

SVCW's Emergency Response Plan for Covid-19 is ongoing.

For the remaining written reports contained within the agenda packets, there were no questions nor comments.

**ITEM 6**

**MATTERS OF COMMISSION MEMBER'S INTEREST**

There were no comments.

**ITEM 7**

**CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7E**

- A. APPROVAL OF MINUTES – January 27, 2020
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED JANUARY 2 – FEBRUARY 21, 2020 AND NECESSARY PAYMENTS THROUGH FEBRUARY 21, 2020
- C. CONSIDERATION OF MOTION APPROVING REMOVAL OF FIXED ASSETS FROM SVCW FINANCIAL RECORDS

Proposed Action:

Move approval to REMOVE ASSETS FROM SVCW FINANCIAL RECORDS TO REFLECT ASSET DISPOSALS OCCURRING IN THE CURRENT YEAR

- D. CONSIDERATION OF RESOLUTION RATIFYING APPROVAL OF MEMORANDUM OF UNDERSTANDING AND AUTHORIZING ACCEPTANCE OF A CERTAIN HEREIN DESCRIBED REAL PROPERTY INTEREST FOR THE GRAVITY PIPELINE PROJECT AND AUTHORIZING EXECUTION OF ALL DOCUMENTS NECESSARY AND APPROPRIATE FOR SAID TRANSACTION

Proposed Action:

Move adoption of RESOLUTION RATIFYING APPROVAL OF MEMORANDUM OF UNDERSTANDING AND AUTHORIZING ACCEPTANCE OF EASEMENT INTERESTS IN CERTAIN REAL PROPERTY HEREIN DESCRIBED (APNs 095-220-140, 046-081-580, 046-082-010, 046-081-790, 095-030-230)

- E. CONSIDERATION OF RESOLUTION APPROVING STAGE 2A AMENDMENT TO THE PUMP STATIONS IMPROVEMENTS PROJECT (PSI) DESIGN-BUILD AGREEMENT WITH SHEA PARSONS JOINT VENTURE (SPJV).

Proposed Action:

Move adoption of RESOLUTION APPROVING STAGE 2A AMENDMENT TO THE DESIGN-BUILD AGREEMENT FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); AUTHORIZING EXECUTION OF STAGE 2A AMENDMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS AND ALLOWANCES UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID AMENDMENT – SHEA PARSONS JOINT VENTURE - \$20,100,000

Commissioner Olbert had questions regarding Consent Calendar Items 7D and 7E and Ms. Herrera and Ms. Hackett responded to the questions regarding the two items.

Regarding Item 7D, Commissioner asked if there were changes included in the text that was approved by the County. Ms. Herrera responded that no changes were made.

Regarding Item 7E, Commissioner asked how this new cost compares to what SVCW originally expected and if there was significant cost difference. Ms. Hackett responded that there was not a significant cost difference and that the difference is within the range of costs SVCW considered in the risk register.

**Motion/Second: Mr. Olbert / Mr. Otte**

The Motion carried by Unanimous Vote

**ITEM 8A**

CONSIDERATION OF RESOLUTION ADOPTING REVISION TO SILICON VALLEY CLEAN WATER'S INVESTMENT POLICY AND GUIDELINES

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION "S" TO ADMINISTRATIVE POLICY 1992-01 ESTABLISHING SILICON VALLEY CLEAN WATER'S INVESTMENT POLICY AND GUIDELINES

**Motion/Second: Mr. Olbert / Mr. Otte**

The Motion carried by Unanimous Vote

**ITEM 8B**

CONSIDERATION OF RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SILICON VALLEY CLEAN WATER (SVCW) AND SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) TO CONDUCT JOINT PILOT PROJECT

Proposed Action:

Move approval of MEMORANDUM OF UNDERSTANDING BETWEEN SILICON VALLEY CLEAN WATER AND SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY TO CONDUCT JOINT PILOT PROJECT

**Motion/Second: Mr. Olbert / Mr. Lieberman**

The Motion carried by Majority Vote: 3 votes yes, with Commissioner Aguirre abstaining

**ITEM 8C**

RECEIVE PRESENTATION ON THE FISCAL YEAR 2020-21 PROPOSED ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET

Proposed Action:

No Commission action is requested or required for this item

**ITEM 9**

No Closed Session

**ITEM 10**

No Closed Session items to report

**ITEM 11**

ADJOURN

There being no further business, the meeting adjourned at 9:45 a.m.

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel

DocuSigned by:

*Mark Olbert*

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Mark Olbert, Secretary