

Silicon Valley Clean Water

**AGENDA ITEM 7A
NOVEMBER 16, 2020**

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – October 19, 2020
8:00 a.m.**

**This meeting took place remotely pursuant to
SVCW Resolution No. 20-08 due to coronavirus pandemic**

ITEM 1

CALL TO ORDER

The meeting was called to order at 8:03 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 Warren Lieberman, PhD., Belmont – Secretary
Council Member Mark Olbert, San Carlos

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
Jessica Mangual, SVCW Secretary Pro Tem
Eric Hansen, SVCW Senior Engineer
EJ Shalaby, Senior Consultant, DNS Strategic Partners
Bill Tanner, Tanner Pacific, Inc.
John Mahoney, Tanner Pacific, Inc
Sheryl Chia, Kennedy/Jenks
Mark Minkowski, Kennedy/Jenks
Steven Machida, City of San Carlos
Aren Hansen, Brown & Caldwell
Molly Flowerday, City of Redwood City
Derek Rampone, City of Redwood City
Theresa Yee, City of Redwood City
Sergio Ramirez, West Bay Sanitary District

ITEM 3

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance

ITEM 4

PUBLIC COMMENT

There was no Public Comment

ITEM 5

SAFETY MOMENT AND REPORTS

Instructions for enabling live captioning on the remote meeting site were provided.

Safety Moment concerned tips for when to go to the dentist and how to practice good oral hygiene.

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 7D

- A. APPROVAL OF MINUTES –
 - i. September 21, 2020 Regular Meeting
 - ii. September 25, 2020 Special Meeting

- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED SEPTEMBER 1, 2020, SEPTEMBER 4, 2020 AND SEPTEMBER 18, 2020 AND NECESSARY PAYMENTS THROUGH SEPTEMBER 18, 2020

- C. CONSIDERATION OF RESOLUTION AND MOTION APPROVING MEMORANDUM OF AGREEMENT WITH SAN FRANCISCO PUBLIC UTILITY COMMISSION, CITY OF SAN MATEO, REDWOOD CITY, AND WATER AGENCIES FOR POTABLE REUSE EXPLORATORY PLAN

Proposed Action:

- i. Move adoption of RESOLUTION AUTHORIZING MEMORANDUM OF AGREEMENT WITH SAN FRANCISCO PUBLIC UTILITY COMMISSION, CITY OF SAN MATEO, AND WATER AGENCIES FOR POTABLE REUSE EXPLORATORY PLAN.
- ii. Move approval of TASK ORDER AND BUDGET FOR PREP PHASE 3 (CIP# 9232) IN AN AMOUNT NOT TO EXCEED \$282,161 AND AUTHORIZE

MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR
ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS

D. CONSIDERATION OF RESOLUTION APPROVING REVISION TO SVCW
POLICY 2019-01, DEBT DISCLOSURE PROCEDURES POLICY

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION A
TO ADMINISTRATIVE POLICY 2019-01, DEBT DISCLOSURE PROCEDURES

Motion/Second: Mr. Olbert / Mr. Otte

The Motion carried by Unanimous Roll Call Vote

ITEM 8A

CONSIDERATION OF MOTION APPROVING RESCU PROGRAM PUMP STATIONS
IMPROVEMENTS PROJECT 33-INCH FORCE MAIN CONDITION ASSESSMENT

Proposed Action:

Move approval of CONTRACT CHANGE ORDER TO THE PUMP STATIONS
IMPROVEMENTS PROJECT (CIP #9501) IN THE AMOUNT NOT TO EXCEED
\$408,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT
CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS –
JFSHEA/PARSONS JOINT VENTURE

Motion/Second: Mr. Otte / Mr. Lieberman

The Motion carried by Unanimous Roll Call Vote

ITEM 9

CLOSED SESSION

Prior to convening in Closed Session, SVCW General Counsel Christine C. Fitzgerald stated as follows: Pursuant to paragraph 2 of subdivision (e) of Govt Code Section 54956.9, the facts and circumstances supporting item 9A arise from SVCW's construction of the RESCU Program Pump Stations Improvements Project on a portion of property located on Skyway Road and owned by the City of San Carlos; Commissioner Olbert also recused himself from all Closed Session Agenda Items which relate to matters concerning property owned by the City of San Carlos, the SVCW Member Agency which he represents, based on a conflict of interest.

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (One Potential Case)

Closed Session was then called to order at 8:23 a.m.

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 8:30 a.m.

Ms. Fitzgerald reported that as to Item 9A no reportable action was taken and Commission gave direction to staff and Counsel.

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 8:30 a.m.

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel

DocuSigned by:

Warren Lieberman

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Warren Lieberman, Secretary