

Silicon Valley Clean Water

**AGENDA ITEM 7A
MAY 13, 2024**

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – April 8, 2024
8:00 a.m.**

Place: Silicon Valley Clean Water
1406 Radio Road
Redwood City, California

Members of the public and SVCW staff and consultants were also able to observe and participate remotely per instructions provided in the agenda.

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, West Bay Sanitary District – Vice-Chair
Council Member Ron Collins, San Carlos – Secretary
Council Member Davina Hurt, Belmont - Member

Staff, Consultants and Visitors Present

Teresa A. Herrera, SVCW Manager
Christine C. Fitzgerald, SVCW Legal Counsel
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager
Monte Hamamoto, SVCW Chief Operating Officer
Kim Hackett, SVCW Authority Engineer
Jennifer Flick, SVCW Human Resources Director
Arvind Akela, SVCW Engineering & Environmental Services Director
Jessica Mangual, SVCW Secretary Pro Tem
Daniel Buenrostro, Operations Director
Jane Kao, SVCW Senior Engineer
Kiki Newberry, SVCW Financial Analyst
Mark Minkowski, Kennedy Jenks
Bill Tanner, Tanner Pacific
EJ Shalaby, DNS Strategies
Sergio Ramirez, West Bay Sanitary District
Debra Fisher, West Bay Sanitary District
E Martinez, Redwood City

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

Instructions for enabling live captioning and providing public comment during the remote meeting site were provided.

Item 5A Safety Moment included tips on how to deal with seasonal allergies.

For other written reports contained within the agenda packet, there were no questions or comments.

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

Discussion initiated to change the May 13, 2024 meeting start time to 10:30 a.m.; the Commission voted to change the meeting start time contingent on agenda item requirements. Manager to follow up and notify Commissioners.

Motion/Second: Mr. Otte / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 7

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

- A. APPROVAL OF MINUTES – March 11, 2024 - Regular Meeting
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED JANUARY 9 – FEBRUARY 19, 2024, AND NECESSARY PAYMENTS THROUGH FEBRUARY 19, 2024
- C. CONSIDERATION OF RESOLUTION AUTHORIZING TEMPORARY EXTENSION OF CREDIT AGREEMENT WITH WELLS FARGO BANK, NATIONAL ASSOCIATION FOR REVOLVING LINE OF CREDIT

Proposed Action:

Move adoption of RESOLUTION OF THE COMMISSION OF SILICON VALLEY CLEAN WATER AUTHORIZING AND RATIFYING FIFTH AMENDMENT TO CREDIT AGREEMENT WITH WELLS FARGO BANK, NATIONAL ASSOCIATION, AND APPROVING RELATED FINANCING DOCUMENTS AND OFFICIAL ACTIONS

D. CONSIDERATION OF MOTION APPROVING MUNICIPAL FINANCIAL ADVISORY SERVICES MASTER SERVICES AGREEMENT AND TASK ORDER

Proposed Action:

Move approval of MUNICIPAL ADVISORY SERVICES IN AN AMOUNT NOT TO EXCEED \$965,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – FIELDMAN ROLAPP & ASSOCIATES

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 8A

A. CONSIDERATION OF RESOLUTIONS APPROVING FISCAL YEAR 2024-25 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET (pg. 47)

Proposed Actions:

- i. FISCAL YEAR 2024-25 REVENUE PLAN IN THE AMOUNT OF \$32,468,378 IN NET OPERATING REVENUES REQUIRED AND \$1,499,635 FOR REVENUE-FUNDED CAPITAL PROJECTS
- ii. FISCAL YEAR 2024-25 CASH RESERVE DESIGNATIONS IN THE AMOUNT OF \$3,500,000 TO THE CAPITAL IMPROVEMENT PROGRAM RESERVE FUND
- iii. FISCAL YEAR 2024-25 CASH IN LIEU OF DEBT CONTRIBUTIONS IN AN AMOUNT OF \$13,622,706
- iv. FISCAL YEAR 2024-25 DEBT SERVICE EXPENDITURES IN AN AMOUNT OF \$25,863,091
- v. AUTHORIZING SVCW MANAGER TO IMPLEMENT, MANAGE AND APPROVE EXPENDITURES AUTHORIZED WITHIN THE FISCAL YEAR 2024-25 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET AS ADOPTED BY THE SILICON VALLEY CLEAN WATER COMMISSION

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 9

Closed Session was called to order at 8:37 a.m.

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:55 am

Ms. Fitzgerald reported that, as to closed session items 9A, 9B, and 9C, no actions were taken.

ITEM 11
ADJOURN

There being no further business, the meeting adjourned at 9:56 am

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel

DocuSigned by:

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Ron Collins, Secretary