

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – June 10, 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 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 (Not Present)
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
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
Chathu Abeyrathna, SVCW Senior Engineer
Anir Bhagwat, 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
Elmer 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 remotely during the meeting were provided.

Item 5A Safety Moment included tips on how to travel safely.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

No discussion.

ITEM 7

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

A. APPROVAL OF MINUTES – May 13, 2024 - Regular Meeting

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED MARCH 19 – APRIL 16, 2024 AND NECESSARY PAYMENTS THROUGH APRIL 16, 2024

C. CONSIDERATION OF RESOLUTION ASSIGNING RGM KRAMER INC MASTER SERVICES AGREEMENT TO CUMMING MANAGEMENT GROUP

Proposed Action:

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF MASTER SERVICES AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES – CUMMING MANAGEMENT GROUP INC.

D. CONSIDERATION OF RESOLUTION APPROVING REVISION TO SILICON VALLEY CLEAN WATER COMMISSION POLICY NO. 2007-03, WORKPLACE VIOLENCE

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION C TO COMMISSION POLICY NO. 2007-03, WORKPLACE VIOLENCE

E. CONSIDERATION OF RESOLUTION APPROVING REVISION TO SILICON VALLEY CLEAN WATER COMMISSION POLICY NO. 2013-03, RESERVE FUND POLICY AND PROCEDURES

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION G TO COMMISSION POLICY NO. 2013-03, SILICON VALLEY CLEAN WATER RESERVE FUND POLICY AND PROCEDURES

F. CONSIDERATION OF RESOLUTION AUTHORIZING INVESTMENT IN CALIFORNIA COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM

Proposed Action:

Move adoption of RESOLUTION OF THE COMMISSION OF SILICON VALLEY CLEAN WATER AUTHORIZING THE AUTHORITY TO BECOME A PARTICIPANT AND PURCHASE SHARES OF BENEFICIAL INTEREST ISSUED BY THE CALIFORNIA CLASS FROM TIME TO TIME WITH AVAILABLE FUNDS OF THE AUTHORITY AND RELATED MATTERS

G. CONSIDERATION OF MOTIONS APPROVING OWNER ASSIST FUNDING FOR TANNER PACIFIC FOR CONSTRUCTION MANAGEMENT AND QUALITY ASSURANCE SERVICES AND COLLABORATIVE STRATEGIES CONSULTING FOR PUMP STATIONS IMPROVEMENT PROJECT MANAGEMENT SERVICES

Proposed Actions:

- i. Move approval of TASK ORDER SCOPE AND BUDGET AMENDMENT FOR CONSTRUCTION MANAGEMENT AND QUALITY ASSURANCE SERVICES FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); IN AN AMOUNT NOT TO EXCEED \$1,050,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – TANNER PACIFIC INC.
- ii. Move approval of TASK ORDER SCOPE AND BUDGET AMENDMENT FOR PROJECT MANAGEMENT ASSISTANCE FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); IN AN AMOUNT NOT TO EXCEED \$230,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – COLLABORATIVE STRATEGIES CONSULTING INC.
- iii. Move approval of TASK ORDER SCOPE AND BUDGET AMENDMENT FOR CONSTRUCTION MANAGEMENT AND QUALITY ASSURANCE SERVICES FOR FRONT OF PLANT PROJECT (CIP #9502); IN AN AMOUNT NOT TO EXCEED \$240,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – TANNER PACIFIC INC.

H. CONSIDERATION OF MOTION APPROVING CONTRACT CHANGE ORDER TO FIXED FILM REACTOR REHABILITATION AND 3W UPGRADES PROJECT (CIP #9242)

Proposed Action:

Move approval of CONTRACT CHANGE ORDER FOR THE FFR REHABILITATION AND 3W UPGRADES PROJECT IN AN AMOUNT NOT TO EXCEED \$1,033,893 – JFSHEA INC

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF RESOLUTION TO APPROVE AMENDED AGREEMENT WITH WELLS FARGO BANK, NATIONAL ASSOCIATION FOR A LINE OF CREDIT

Proposed Action:

Move adoption of RESOLUTION OF THE COMMISSION OF SILICON VALLEY CLEAN WATER AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDED AND RESTATED CREDIT AGREEMENT WITH WELLS FARGO BANK, NATIONAL ASSOCIATION AND CERTAIN DOCUMENTS AND OTHER MATTERS IN CONNECTION THEREWITH

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 8B

CONSIDERATION OF RESOLUTIONS APPROVING COMPENSATION FOR MANAGER, CONFIDENTIAL GENERAL, UNREPRESENTED GENERAL, PROFESSIONAL, AND MANAGEMENT EMPLOYEES; ADD ASSET MANAGEMENT SPECIALIST, JUNIOR INTERN AND PLANNER/SCHEDULER CLASSIFICATION; ADD OPERATOR-IN-TRAINING (OIT) TO GENERAL REPRESENTED

Proposed Actions:

- i. Chair to orally summarize recommended action regarding Manager salary in accordance with Government Code Section 54953(c)(3)

Move adoption of:

- ii. RESOLUTION APPROVING ANNUAL COMPENSATION FOR THE SILICON VALLEY CLEAN WATER MANAGER. Commissioner Aguirre reported the Manager's salary for FY2024-2025 in the amount of \$36,037 per month, reflecting a Cost-of-Living Adjustment of 4.5%

- iii. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR MANAGEMENT EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 23-14 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HEREWITH
- iv. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR CONFIDENTIAL GENERAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 23-15 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH
- v. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION FOR UNREPRESENTED GENERAL EMPLOYEE POSITIONS OF ENGINEERING INTERN, LABORATORY ASSISTANT AND GENERAL INTERN AND RESCINDING RESOLUTION NO. SVCW 23-17 AND ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HEREWITH
- vi. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR PROFESSIONAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 23-16 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HEREWITH
- vii. RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATING TO CLASSIFICATION OF POSITIONS AND RESCINDING PARAGRAPH 1 OF RESOLUTION NO. SVCW 23-18 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH
- viii. RESOLUTION APPROVING AND ADOPTING CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEAR 2024-2025

Prior to vote, Chairperson Aguirre provided the following verbal summary of the recommended action regarding the Manager's salary:

"Item 8B(ii) before the Commission is to approve an annual adjustment to the Manager's compensation. In accordance with Government Code Section 54953(c)(3), the recommended action amends the Manager's salary by a Cost of Living Adjustment of 4.5% and sets the Manager's monthly salary at \$36,037 effective July 1, 2024. Additional information regarding the Manager's fringe benefits is contained in the Manager's employment agreement. This oral summary shall be recorded in the minutes."

Motion/Second: Mr. Collins / Mr. Otte

The Motion carried by Unanimous Vote

ITEM 9

Closed Session - None

ITEM 10

RECONVENE IN OPEN SESSION – None

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 8:19 am

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel

Ronald Collins

Ronald Collins (Jul 17, 2024 16:41 PDT)

Ron Collins, Secretary