

**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – October 14, 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 8:06 a.m.

**ITEM 2**

**ROLL CALL - Commissioners Duly Appointed by Each Agency**

Board Member George Otte, West Bay Sanitary District– Chair  
Council Member Davina Hurt, Belmont – Vice-Chair (Not Present)  
Council Member Alicia Aguirre, Redwood City – Secretary  
Council Member Ron Collins, San Carlos – 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  
Jennifer Flick, SVCW Human Resources Director  
Jessica Mangual, SVCW Secretary Pro Tem  
Daniel Buenrostro, SVCW Chief Operations Officer  
Arvind Akela, SVCW Engineering and Environmental Director  
Tiffany Ishaya, SVCW Laboratory Director  
Jane Kao, SVCW Senior Engineer  
Kiki Newberry, SVCW Financial Analyst  
Mark Minkowski, Kennedy Jenks  
Bill Tanner, Tanner Pacific  
Geoff Collins, Tanner Pacific  
Demi Pacifuentes, Tanner Pacific  
Elmer Martinez Saballos, Redwood City  
Fion Lui, 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 what to do during extreme heat.

Item 5B the Manager highlighted recent SVCW management changes and introduced SVCW's newly promoted Laboratory Director and newly promoted Chief Operating Officer.

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

**ITEM 6**

**MATTERS OF COMMISSION MEMBER'S INTEREST**

There was no discussion

**ITEM 7**

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

- A. APPROVAL OF MINUTES – September 9, 2024 – Regular Meeting
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED AUGUST 6 – SEPTEMBER 3, 2024, AND NECESSARY PAYMENTS THROUGH SEPTEMBER 3, 2024
- C. CONSIDERATION OF MOTION APPROVING FINAL ACCEPTANCE AND AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342)

Proposed Action:

Move approval of MOTION TO ACCEPT THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342) AND AUTHORIZE FILING NOTICE OF COMPLETION – MARINA MECHANICAL SERVICE

**Motion/Second: Ms. Aguirre / Mr. Collins**

The Motion carried by Unanimous Vote

**ITEM 8A**

CONSIDERATION OF RESOLUTION AWARDING CONSTRUCTION CONTRACT FOR SOLIDS HANDLING BUILDING SWITCHGEAR BATTERY REPLACEMENT PROJECT (CIP #9247)

Proposed Action:

Move adoption of RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR THE SHB SWITCHGEAR BATTERY REPLACEMENT (CIP# 9247); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER; AUTHORIZING EXECUTION OF AGREEMENT AND DIRECTING RETURN OF SECURITY DEPOSITS AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT (\$669,500) – D.W. NICHOLSON CORPORATION

**Motion/Second: Mr. Collins / Ms. Aguirre**

The Motion carried by Unanimous Vote

**ITEM 8B**

CONSIDERATION OF RESOLUTIONS APPROVING NEW POSITION OF REGULATORY COMPLIANCE OFFICER; CHANGE LIMITATION ON SENIOR POSITIONS IN LABORATORY AND ENVIRONMENTAL SERVICES DIVISIONS; REFLECT CHANGES IN SVCW PERSONNEL RESOLUTION 77-6 AND APPROVE MOU SIDE LETTER

Proposed Actions:

- i. Move adoption of RESOLUTION ESTABLISHING RATES OF PAY FOR PROFESSIONAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 24-27 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH

**Motion/Second: Mr. Collins / Ms. Aguirre**

The Motion carried by Unanimous Vote

- ii. Move adoption of RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATED TO CLASSIFICATION OF POSITIONS AND RESCINDING RESOLUTION NO. SVCW 24-28 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH

**Motion/Second: Mr. Collins / Ms. Aguirre**

The Motion carried by Unanimous Vote

- iii. Move adoption of RESOLUTION APPROVING UPDATED CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEARS 2024-2025 AND RESCINDING RESOLUTION NO. SVCW 24-29

**Motion/Second: Mr. Collins / Ms. Aguirre**  
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 8:46 am

Minutes prepared by Teresa A. Herrera  
Reviewed by General Counsel

*Alicia Aguirre*

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Alicia Aguirre, Secretary