

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – November 11, 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 8:02 a.m.

ITEM 2

ROLL CALL - Commissioners Duly Appointed by Each Agency

Board Member George Otte, West Bay Sanitary District– Chair
Council Member Tom McCune, Belmont – Alternate
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
Monte Hamamoto, SVCW Chief Operations Officer
Arvind Akela, SVCW Engineering and Environmental Director
Jane Kao, SVCW Senior Engineer
Cindy Hui, SVCW Finance Supervisor
Kiki Newberry, SVCW Financial Analyst
Mark Minkowski, Kennedy Jenks
Bill Tanner, Tanner Pacific
Demi Pacifuentes, Tanner Pacific
Chuck Anderson, Schaaf & Wheeler Consulting
Justin Semion – WRA
Grace Zhang – Maze & Associates

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 stay safe on Thanksgiving Day.

Item 5D Capital Projects Report, an overview of sustainability-focused projects was provided.

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 – October 14, 2024 – Regular Meeting

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED SEPTEMBER 4 – OCTOBER 14, 2024, AND NECESSARY PAYMENTS THROUGH OCTOBER 14, 2024

C. CONSIDERATION OF MOTION APPROVING FINAL ACCEPTANCE OF AND AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE GRAVITY PIPELINE PROJECT (CIP PROJECT #6008)

Proposed Action:

Move approval of MOTION TO ACCEPT THE GRAVITY PIPELINE PROJECT (CIP PROJECT #6008) AND AUTHORIZE FILING NOTICE OF COMPLETION – BARNARD BESSAC JOINT VENTURE

Motion/Second: Ms. Aguirre / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF MOTION ACCEPTING SILICON VALLEY CLEAN WATER BASIC FINANCIAL STATEMENTS AND AUDITOR'S REPORT FOR FISCAL YEAR 2023-24

Proposed Action:

Move approval of RECEIPT AND ACCEPTANCE OF BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT FOR FISCAL YEAR ENDED JUNE 30, 2024

Motion/Second: Mr. Collins / Ms. Aguirre

The Motion carried by Unanimous Vote

ITEM 8B

CONSIDERATION OF MOTIONS APPROVING CIP CONSULTANT MASTER SERVICES AGREEMENT RATES

Proposed Actions:

- i. Move approval of AUTHORIZATION TO ALLOW SVCW MANAGER TO INCREASE CIP CONSULTANTS' HOURLY RATES BY AN AMOUNT UP TO 8% ON A CASE-BY-CASE AND ONE TIME BASIS

- ii. Move approval of AUTHORIZATION TO ALLOW SVCW MANAGER TO APPROVE FUTURE ANNUAL INCREASES IN CIP CONSULTANTS' HOURLY RATES IN PROPORTION TO THE U.S. BUREAU OF LABOR STATISTICS EMPLOYMENT COST INDEX ON A CASE-BY-CASE BASIS

Motion/Second: Ms. Aguirre / Mr. McCune

The Motion carried by Unanimous Vote

ITEM 8C

CONSIDERATION OF RESOLUTION APPROVING AMENDMENT TO SVCW BYLAWS

Proposed Action:

Move adoption of RESOLUTION APPROVING AMENDMENTS TO THE BYLAWS OF SILICON VALLEY CLEAN WATER AND ADOPTING AMENDED AND RESTATED BYLAWS OF SILICON VALLEY CLEAN WATER (¾ weighted vote count required)

Motion/Second: Mr. McCune / Ms. Aguirre

The Motion carried by Unanimous Vote

ITEM 8D

CONSIDERATION OF MOTIONS APPROVING ENGINEERING DESIGN/ PERMITTING/ENVIRONMENTAL SUPPORT SERVICES FOR LEVEE REPAIR PROJECT (CIP #9265)

Proposed Actions:

- i. Move approval of TASK ORDER SCOPE AND BUDGET FOR DESIGN SERVICES FOR THE LEVEE REPAIR PROJECT (CIP #9265) IN AN AMOUNT NOT-TO-EXCEED \$208,636 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – Schaaf & Wheeler Consulting Civil Engineers
- ii. Move approval of TASK ORDER FOR REGULATORY PERMITTING SERVICES FOR THE LEVEE REPAIR PROJECT (CIP #9265) IN AN AMOUNT NOT-TO-EXCEED \$182,385 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – WRA Environmental Consultants
- iii. Move approval of TASK ORDER FOR ENVIRONMENTAL SUPPORT SERVICES FOR THE LEVEE REPAIR PROJECT (CIP #9265) IN AN AMOUNT NOT-TO-EXCEED \$108,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – JHS Consulting, INC.

Motion/Second: Ms. Aguirre / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 9

Closed Session was called to order at 9:30 am

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:45am

Ms. Fitzgerald reported that, as to closed session item 9A, no reportable action was taken.


ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 9:46 am

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel



Jessica Mangual (Dec 18, 2024 07:54 PST)

Jessica Mangual, Secretary Pro Tem