

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – February 10, 2025
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

Board Member George Otte, West Bay Sanitary District– Chair
Council Member Tom McCune, Belmont – Member
Mayor Elmer Martínez Saballos, Redwood City – Member
Council Member Neil Layton, 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
Jane Kao, SVCW Senior Engineer
Anir Bhagwat, SVCW Senior Engineer
Cindy Hui, SVCW Finance Supervisor
Kiki Newberry, SVCW Financial Analyst
Mark Minkowski, Kennedy Jenks
Bill Tanner, Tanner Pacific
Brett Margosian, Tanner Pacific
Sergio Ramirez , West Bay Sanitary District
E.J. Shalaby – DNS Strategies
Robert Porr – Fieldman Rolapp & Associates
Lora Nichols – Fieldman Rolapp & Associates
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 safety tips on space heaters.

Item 5B Managers Report included an update on the General Manager recruitment.

Item 5C Financial Report included a discussion on WIFIA loan and short-term notes.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

Elect New Chairperson, Vice Chairperson, and Appoint New Secretary

Commissioner Otte – Chair

Commissioner Martínez Saballos – Vice Chair

Commissioner McCune – Secretary

Motion/Second: Mr. McCune / Mr. Martínez Saballos

The Motion carried by Unanimous Vote

ITEM 7

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

A. APPROVAL OF MINUTES – January 13, 2025 – Regular Meeting

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED DECEMBER 10, 2024 – JANUARY 6, 2025, AND NECESSARY PAYMENTS THROUGH JANUARY 6, 2025

C. CONSIDERATION OF RESOLUTION APPROVING CONTRACT CHANGE ORDER TO ENERGY EFFICIENCY UPGRADES PROJECT

Motion/Second: Mr. Layton / Mr. McCune

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF MOTIONS APPROVING DESIGN TASK ORDER AMENDMENTS WITH BROWN AND CALDWELL AND BEECHER ENGINEERING INC

Proposed Action:

- i. Move approval of TASK ORDER AMENDMENT FOR BIOGAS UTILIZATION PROJECT (CIP #9269) IN AN AMOUNT NOT TO EXCEED \$95,758 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL
- ii. Move approval of TASK ORDER AMENDMENT FOR BIOGAS UTILIZATION PROJECT (CIP #9269) IN AN AMOUNT NOT TO EXCEED \$72,952 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BEECHER ENGINEERING INC

Motion/Second: Mr. Layton / Mr. Martínez Saballos

The Motion carried by Unanimous Vote

ITEM 8B

CONSIDERATION OF RESOLUTION APPROVING THE 2025 CIP UPDATE AND CORRESPONDING CEQA CONCLUSIONS

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING THE 2025 UPDATE OF THE SILICON VALLEY CLEAN WATER CAPITAL IMPROVEMENT PROGRAM AND CORRESPONDING CEQA CONCLUSIONS

Motion/Second: Mr. McCune / Mr. Layton

The Motion carried by Unanimous Vote

ITEM 8C

CONSIDERATION OF MOTION APPROVING RECEIPT OF THE SILICON VALLEY CLEAN WATER LONG RANGE FINANCIAL PLAN 2025 UPDATE

Proposed Action:

Move approval of RECEIPT AND ACCEPTANCE OF SILICON VALLEY CLEAN WATER LONG-RANGE FINANCIAL PLAN 2025 UPDATE

Motion/Second: Mr. McCune / Mr. Martínez Saballos

The Motion carried by Unanimous Vote

ITEM 8D

CONSIDERATION OF RESOLUTION APPROVING CHANGE TO THE REGULAR DAY OF THE MONTHLY SVCW COMMISSION MEETING AND ADOPT CALENDAR YEAR 2025 REGULAR MEETING SCHEDULE

Proposed Action:

- i. Move adoption of RESOLUTION ESTABLISHING DAY, TIME, AND PLACE OF REGULAR MEETINGS OF THE COMMISSION OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 23-44
- ii. Move adoption of RESOLUTION ESTABLISHING AND ADOPTING COMMISSION'S REGULAR MEETING SCHEDULE FOR CALENDAR YEAR 2025

SVCW Commission meeting will be held on the second Thursday of every month at 8am.

Motion/Second: Mr. McCune / Mr. Martínez Saballos

The Motion carried by Unanimous Vote

ITEM 9

Closed Session was called to order at 9:10 am

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:56 am

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

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 9:57 am

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel



TMc (Mar 13, 2025 16:14 PDT)

Tom McCune, Secretary