

**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – February 12, 2026  
8:00 a.m.**

Place: Silicon Valley Clean Water  
1400 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  
Mayor Elmer Martínez Saballos, Redwood City – Vice Chair  
Council Member Tom McCune, Belmont – Secretary  
Council Member Neil Layton San Carlos – Member

**Staff Present**

Matthew P. Zucca, SVCW Manager  
Christine C. Fitzgerald, SVCW Legal Counsel  
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager  
Kim Hackett, Authority Engineer  
Jessica Mangual, SVCW Secretary Pro Tem

**ITEM 3**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by those in attendance

**ITEM 4**

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

**PUBLIC COMMENT**

There were no Public Comments

**ITEM 5**

**CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 5A-5B**

**A. APPROVAL OF MINUTES –**

- i. January 2026 - Regular Meeting
- ii. January 2026 - Special Meeting

B. CLAIMS AND CHECKS DATED DECEMBER 23, 2025 – JANUARY 19, 2026, AND NECESSARY PAYMENTS THROUGH JANUARY 19, 2026

**Motion/Second: Mr. McCune / Mr. Layton**

The motion carried by a unanimous roll call vote

**ITEM 6**

**BUSINESS ITEMS**

A. Election of Chair and Vice Chair; Appointment of Secretary

**Proposed Action:** Hold elections for Chair and Vice Chair and appoint Secretary for upcoming year.

Commissioner Layton was elected Chair, Commissioner Martínez Saballos was elected Vice Chair; and Commissioner McCune was appointed Secretary.

**Motion/Second: Mr. Layton / Mr. McCune**

The motion carried by a unanimous roll call vote

B. Solicitation of new General Counsel services for Silicon Valley Clean Water

**Proposed Action:** Provide direction on the process for selecting new general counsel services considering the planned transition of SVCW's current General Counsel.

C. Approval of Engagement Letter with Hanson Bridgett for outside legal services associated with updating the SVCW Joint Exercise of Powers Agreement

**Proposed Action:** Motion to approve RESOLUTION NO. SVCW 26-01 APPROVAL OF ENGAGEMENT LETTER WITH HANSON BRIDGETT FOR LEGAL SERVICES ASSOCIATED WITH THE UPDATE OF THE SVCW JOINT EXERCISE OF POWERS AGREEMENT AND OTHER TASKS

The Commission discussed the retirement of General Counsel effective May 1, 2026, and considered options for procuring new General Counsel services.

Following discussion, the Commission directed:

- Engagement of Hanson Bridgett as Interim General Counsel, including support for rewriting the JPA.
- Initiation of a formal Request for Proposals (RFP) process for permanent General Counsel services.
- Formation of a Commission subcommittee to participate in the RFP process, consisting of Commissioner Layton and Commissioner McCune.

**Motion/Second: Mr. McCune / Mr. Layton**

The motion carried by a unanimous roll call vote

D. Receive the Silicon Valley Clean Water 2025 Total Compensation Study

**Proposed Action:** Receive the study and provide direction to staff on desired approach to establishing an updated compensation structure.

E. Approval of purchase for an Alfa Laval sludge heat exchanger

**Proposed Action:** Motion to approve purchase order with Alfa Laval, Inc. (\$125,006)

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

The motion carried by a unanimous roll call vote

**ITEM 7**  
REPORTS

In the Manager’s Report, staff reported no lost-time injuries and continued full regulatory compliance. In addition, several vacancies remain, particularly within Operations, and staff are actively working to fill those positions, including use of the Operator-in-Training (OIT) program Looking ahead, the March meeting will include continuation of the recruitment, retention, and compensation study with staff recommendations and associated budget implications, as well as the required public reporting on vacancies pursuant to AB 2561. The preliminary budget workshop will also be presented next month.

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

**ITEM 8**  
MATTERS OF COMMISSION MEMBER’S INTEREST - None

**ITEM 9**  
COMMUNICATIONS – None

**ITEM 10**  
ADJOURN

There being no further business, the meeting adjourned at 9:40 am

Minutes prepared by Matthew P. Zucca  
Reviewed by General Counsel

*Thomas McCune*  
Thomas McCune (Apr 6, 2026 23:42:40 PDT)  
Tom McCune, Secretary