

**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – March 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 8:04 a.m.

**ITEM 2**

ROLL CALL - Commissioners Duly Appointed by Each Agency  
Council Member Neil Layton, San Carlos – Chair  
Mayor Elmer Martínez Saballos, Redwood City – Vice Chair  
Council Member Tom McCune, Belmont – Secretary  
Board Member George Otte, West Bay Sanitary District

**Staff Present**

Matthew P. Zucca, SVCW Manager  
Christine C. Fitzgerald, SVCW Legal Counsel  
Allison Schutte, SVCW Interim General 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**

**CLOSED SESSION**

Closed Session was call to order at 8:06 am

Open Session reconvened at 8:54 am

As to item 5A(i) and (ii), Ms. Fitzgerald reported that no reportable action was taken at this time.

**ITEM 6**

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

A. APPROVAL OF MINUTES –

- i. February 2026 - Regular Meeting

B. CLAIMS AND CHECKS DATED JANUARY 20 - FEBRUARY 16, AND NECESSARY PAYMENTS THROUGH FEBRUARY 16, 2026

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

The motion carried by a unanimous roll call vote

**ITEM 7**

**PUBLIC HEARING TO DISCUSS PUBLIC AGENCY JOB VACANCIES PURSUANT TO ASSEMBLY BILL 2561**

Proposed Action:

HOLD PUBLIC HEARING, RECEIVE COMMENTS, AND ACCEPT REPORT ON SILICON VALLEY CLEAN WATER EMPLOYEE VACANCY RATES

- Opened Public Hearing at 9:00 am
- Closed Public Hearing at 9:01 am

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

The motion carried by a unanimous roll call vote

**ITEM 8**

**BUSINESS ITEMS**

- A. Consider approval of resolution declaring emergency conditions and authorize Manager to take necessary action to effectuate the repair of essential facilities

**Proposed Action:** Move approval of Resolution SVCW No. 26-02 Declaration of the Existence of Emergency Conditions Requiring the Immediate Expenditure of Funds in Furtherance of Public Health, Welfare, and Safety And Approving and Ratifying Execution of Contracts for Repair of Essential Public Facilities Relating Thereto (Odor Control Fan #2) (4/5ths weighted vote count required).

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

The motion carried by a unanimous roll call vote

- B. Acceptance of Lab Roof Replacement Project

**Proposed Action:** Move approval of final acceptance and authorization to file the Notice of Completion.

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

The motion carried by a unanimous roll call vote

C. Receive draft 2026-27 Annual Operating and Capital Expenditures Budget

**Proposed Action:** None – Information Only

**ITEM 8**  
REPORTS

The Manager reported that the agency continues to maintain a strong safety record with no recent injuries and remains in regulatory compliance, with one operational issue still under review following the odor control fan incident. Several vacancies remain in operations, maintenance, and engineering, and recruitment efforts are ongoing, including use of Operator-in-Training positions. Upcoming Commission items include the employee survey results, JPA update, and the strategic plan based on the recent goal-setting workshop, which will also guide the Manager's performance evaluation. The Manager also noted successful community outreach, participation in the County's Local Hazard Mitigation Plan, progress on the General Counsel RFP process, and requested Commission feedback on whether to consider rebranding the agency name before additional outreach and website updates move forward.

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


**ITEM 9**  
COMMUNICATIONS –

- A. Letter to United States Environmental Protection Agency
- B. Letter of Support for Bay Area Clean Water Agencies' Grant Application
- C. Letter of Support for Senator Alex Padilla's MORE WATER Act (S. 3738)

**ITEM 10**  
ADJOURN

There being no further business, the meeting adjourned at 10:21 am

Minutes prepared by Matthew P. Zucca  
Reviewed by General Counsel

  
[Thomas McCune \(Apr 26, 2026 14:13:00 PDT\)](#)

Tom McCune, Secretary