ITEM 1
CALL TO ORDER
The meeting was called to order at 4:00 p.m.

ITEM 2
ROLL CALL - Commissioners Duly Appointed By Each Agency
Council Member John Seybert, Redwood City – Chair
Council Member Warren Lieberman, PhD., Belmont – Vice Chair
Board President Edward Moritz, West Bay Sanitary District - Member
Council Member Robert Grassilli, San Carlos – Secretary

Staff, Consultants and Visitors Present
Christine C. Fitzgerald, SVCW Legal Counsel
Daniel T. Child, Manager
Teresa Herrera, Assistant Manager/Authority Engineer
Matt Anderson, SVCW Chief Financial Officer
Monte Hamamoto, SVCW Wastewater Superintendent
Bob Huffstutler, SVCW Operations Director
Kim Hackett, SVCW Engineering Director
Bill Bryan, SVCW Senior Engineer
Bruce Burnworth, SVCW Senior Engineer
Bob Wandro, SVCW Laboratory Director
Ilana Schmidt, SVCW Administrative Clerk
Bill Tanner, Tanner Pacific, Inc.
Mike Jaeger, Tanner Pacific, Inc.
Aren Hansen, Brown and Caldwell
Mark Minkowski, Kennedy/Jenks
Bob Donaldson, Collaborative Strategies
Toni Saldou, City of Redwood City
Jay Walter, City of San Carlos
Greg Dudish, General Public

ITEM 3
PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited by those in attendance led by Wastewater Superintendent, Monte Hamamoto.
ITEM 4
PUBLIC COMMENT
There was no Public Comment

ITEM 5
SAFETY MOMENT & REPORTS
Safety Moment:
The safety moment covered how to protect one’s home while away. These tips included not publicly posting an away status on Facebook, have incoming mail held at the Post Office, and auto-program lights to go on at night.

Manager’s Report:
Mr. Child distributed two handouts for information purposes. The first item was a copy of a letter from the American Public Works Association’s local chapter in Silicon Valley, awarding SVCW with “Project of the Year” for the 48-Inch Force Main Replacement Project (Units 1, 2 and 4). Mr. Seybert recommended doing a press release regarding the award. The second handout was a Wall Street Journal article discussing new technology in tunneling and its appeal due to significant reductions in cost and much less disruption to the public.

The Regional Water Quality Control Board recently performed their annual inspection of SVCW facilities. Mr. Child is proud to announce that SVCW passed with flying colors and no violations in the past year. Mr. Child pointed out this is a direct result of continual efforts by the Operations, Maintenance and Laboratory personnel on the front lines and ongoing support of administrative and engineering staff.

Mr. Child reported that two weeks ago, Ms. Herrera, Mr. Anderson and he had met with the Managing Engineer of SRF funding in Sacramento. The message from the SRF offices has taken a relatively sudden change in direction. During the past several years, SRF has had plenty of available funds and they have almost been begging agencies to apply and use the surplus money for projects. The Managing Engineer informed them that SRF funds are now oversubscribed and starting immediately they will have to prioritize projects, with no guarantee of which projects will receive SRF funding in the future. Mr. Child believes it is in the best interest of SVCW ratepayers to get the needed applications for upcoming SVCW projects submitted as soon as possible. This allows SVCW projects to start the process and get in the chain early. Mr. Anderson added he will follow-up with routine visits to Sacramento and keep SVCW on the SRF staff’s radar. Commission Chair, Mr. Seybert, requested that as large projects come up, SVCW staff keep the Commission informed as to the difference in long-term cost changes if SVCW does not get SRF funding. He also reinforced the importance of being aware of how timing of a project can determine millions of dollars spent down the road.

SVCW will hold an all-day Risk Workshop on May 26th to evaluate the potential impacts of delaying the Conveyance System work versus moving forward at the planned pace. Mr. Child encouraged the participation of Member Agency staff and, particularly, members of
the SVCW Technical Committee as much as possible. Being an all-day event, SVCW recognizes that not all Member Agency staff will be able to dedicate the entire day to the workshop, however, Mr. Child encouraged them to participate as much as possible, even if they are unable to stay the duration.

There were no questions regarding reports and financial statements.

Design-Build Presentation by Ms. Herrera:
Design-Build (DB) is one of the project delivery alternatives SVCW will consider utilizing as we move forward with upcoming projects. There are many varieties of DB, along with the more traditional Design-Bid-Build project delivery. Ms. Herrera indicated before Senate Bill 785 was passed on January 15, 2015, public agencies such as SVCW were unable to utilize the DB methods. Ms. Herrera continued that a large benefit to using DB in our projects is that as the Design-Build entity progresses with the design, they can start pieces of construction even if the whole design isn’t complete. This saves time not waiting for everything to be 100% complete before the actual work starts. SVCW looks forward to having this as an option and each upcoming project will be evaluated to determine the best and most appropriate project delivery method.

ITEM 6
MATTERS OF COMMISSION MEMBER’S INTEREST
A discussion was held on gifts contributed by Vendors/Consultants for the SVCW Annual Holiday Potluck. This topic was originally brought to the Commission by Mr. Moritz after attending last year’s event, that had two flat-screen televisions donated as gifts for SVCW employees by a vendor. Mr. Child explained how the raffle operates and the ineligibility of Management as well as the winner being required to pay taxes on the item. Each Commissioner shared how their respective entities contribute for Employee Holiday parties providing some ideas and feedback and none of the entities’ use public funds for gift contributions. Commission Chair Seybert directed Mr. Child to draft a policy for Commission consideration in the coming months, including a proposed limit of the maximum dollar amount of gifts and anonymously cataloging gifts rather than disclosing who donated each specific gift.

ITEM 7
CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR

Motion/Second:   Mr. Moritz / Mr. Grassilli
The motion carried by unanimous roll call vote
ITEM 8A
CONSIDERATION OF MOTION TO ISSUE A PURCHASE ORDER FOR A NEW FLO-BEAST WASTE RECEIVING UNIT

Motion/Second: Mr. Grassilli / Mr. Lieberman
MOVE APPROVAL OF PURCHASE OF FLO-BEAST WASTE RECEIVING UNIT IN THE AMOUNT OF $185,082 PLUS SHIPPING - ENVIRO-CARE
The motion carried by unanimous roll call vote

Ms. Herrera discussed the equipment, which was pilot tested at the treatment plant with successful performance, and the Flo-Beast's ability to clean the fats, oils and greases of inorganic material. SVCW will continue using the pilot unit until the purchased system arrives (lead time of 4-6 months). The great news is the unit produces additional biogas and the purchase is expected to be paid by money received from a CEC grant for this type of technology.

Mr. Grassilli asked Ms. Herrera what is the life-expectancy of the unit. Ms. Herrera did not know the exact number and, though it is an industrial piece of equipment, she would investigate and report back at the next Commission meeting.

ITEM 8B
CONSIDERATION OF MOTION TO APPROVE TASK ORDER SCOPE AND BUDGET FOR ELECTRICAL-INSTRUMENTATION-CONTROLS CONSULTING – TECHNICAL EDGE

Motion/Second: Mr. Lieberman / Mr. Moritz
MOVE APPROVAL OF TASK ORDER SCOPE AND BUDGET FOR SVCW PROCESS AUTOMATION SERVICES IN AN AMOUNT NOT TO EXCEED $360,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – TECHNICAL EDGE
The motion carried by unanimous roll call vote

Technical Edge, led by Kip Edgley, has assisted SVCW will all aspects of automation at SVCW facilities over the past two years. The automation of SVCW facilities includes field equipment sending specific information regarding their operation and maintenance condition to the field-level PLC (Programmable Logic Controllers). The PLC can make automated adjustments as programmed and also send all information to an HMI (Human-Machine Interface) which allows the facility operators to respond to messages being sent through these channels. With Technical Edge on-site, SVCW has eliminated the need for additional automation consulting and reduced overall project costs by over $200,000 in the two-years we have utilized the services.
ITEM 8C
CONSIDERATION OF MOTION TO AUTHORIZE A CONTRACT CHANGE ORDER FOR EMERGENCY REPAIRS TO THE FORCE MAIN AT REDWOOD CITY PUMP STATION

Motion/Second:  Mr. Seybert / Mr. Grassilli
MOVE APPROVAL OF CONTRACT CHANGE ORDER FOR REPAIRS OF FORCE MAIN AT REDWOOD CITY PUMP STATION IN THE AMOUNT OF $732,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – POWER ENGINEERING CONTRACTORS
The motion carried by unanimous roll call vote.

Ms. Herrera discussed the continued emergency at the Redwood City Pump Station and three conditions that have recently come up. First, there was a discovery of unforeseen utilities not documented in record drawings (thirty buried utilities in the area versus the five originally anticipated). The estimated cost of these inefficiencies is estimated around $310,000. Second, the need to install an isolation valve for an emergency connection pipe which was not originally intended. Lastly, the isolation valve needs to be attached to the existing pipe. When the contractor recently inspected the condition of the pipe, the top portion of the pipe is severely compromised due to corrosion. Commissioner Lieberman inquired how this compares to all other pipes currently in the ground and whether it is likely to be a problem in the overall system. Staff reported that similar conditions have been found at other pump stations and due to the high levels of H2S (hydrogen sulfide gas), SVCW will be inspecting all pump stations and accessible piping for similar conditions in the coming summer months.

ITEM 9
CLOSED SESSION
Closed Session commenced at 4:50 p.m.

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
   Government Code §54956.9(d)(1)
   Case Name:  J & A Jeffrey, Inc. dba Western Stabilization v. Granite Rock Company (San Mateo County Superior Court Action No. CIV 535451)

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
   Government Code §54956.9(d)(1)
   Case Name:  In the Matter of the Calculation of Final Compensation of David A. Hall, Respondent, and Silicon Valley Clean Water, Respondent (Board of Administration, California Public Employees’ Retirement System, Agency Case No. 2015-1236 OAH NO. 2016030664)

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957)
   Title: Manager
ITEM 10
RECONVENING FROM CLOSED SESSION
Open Session reconvened at 5:14 p.m.

SVCW Legal Counsel, Ms. Christine Fitzgerald, reported the Commission unanimously approved authorizing the SVCW Manager to execute a settlement agreement in relation to Item 9A.

Ms. Fitzgerald stated direction was given, including scheduling of a special meeting if possible to address Item 9B, however, no action was taken in Closed Session on Items 9B and 9C.

ITEM 11
ADJOURN
There being no further business, the meeting adjourned at 5:15 p.m.

Robert Grassilli, Secretary
By: Daniel T. Child, Manager