

MINUTES OF THE
SAN JOSE/SANTA CLARA
TREATMENT PLANT ADVISORY COMMITTEE

City Hall, Environmental Services, 10th Floor, Room 1047
Thursday, February 9, 2006 at 4:30 p.m.

1. ROLL CALL

Minutes of the Treatment Plant Advisory Committee convened this date at 4:30 p.m. Roll call was then taken, with the following members in attendance:

Committeemembers: Patricia Mahan (Chair), Curtis Harrison, Kay Winer for (Terry Roberts), Cindy Chavez, Bob Livengood, Chuck Reed, Patt Kolstad for (Jamie Matthews)

Staff present: Fran McVey, Mollie Dent and Brenda Nakasaki.

Others present: John Stufflebean, Ron Garner, Randy Shipes Karen McDonough, Walter Rossmann (City of San Jose), Robin Saunders (City of Santa Clara), [Robert Reid \(West Valley Sanitation\)](#), Dave Ross (Cupertino Sanitary District) and Greg Armendariz and Marilyn Nickel (City of Milpitas).

Staff Fran McVey noted that we have an appointment memo for Linda LeZotte to TPAC and today Kay Winer is here on her behalf.

Staff Mollie Dent said that she didn't think that a council member could designate a staff person to sit in for them. It would have to be by action of the City Council.

Chair Patricia Mahan asked if we still had a quorum.

Staff Fran McVey responded, we do.

2. APPROVAL OF MINUTES

Minutes of December 8, 2005

Motion by Committee Member Chavez and seconded by Committee Member Livengood to accept the minutes.

3. UNFINISHED BUSINESS

None

4. CORRESPONDENCE

TPAC Manager's Appointee Letter (handout)

Chair Mahan noted that there was a concern about Linda LeZotte's alternate.

Staff Fran McVey said that we would have to look into who the alternate is, but as Committee Member Reed pointed out, since the City Manager's representative is not here, Kay could fill that role in lieu of Terry Roberts.

Staff Mollie Dent said that we will go back to our City Council ~~to designate an~~ ~~for the~~ alternate for Linda LeZotte.

Chair Mahan said that as an action today we can approve the appointment of Linda ~~Lezotte~~ LeZotte.

Staff Fran McVey and Mollie Dent agreed.

Motion by Committee Member Livengood and seconded by Committee Member Reed to approve appointing Linda LeZotte to TPAC. Motion unanimously approved.

5. REPORTS

- A. Annual Clean Bay Strategy Report
- B. Discussion of City of San Jose Procurement Reforms
- C. Quarterly Plant Status Report

Chair Mahan asks if there are any questions or comments on these reports.

Staff Fran McVey commented that the Procurement Reform report generated quite a bit of discussion on Monday at the TAC meeting and that there is a follow-up memo at each of the members' chairs on that. Walter Rossmann is here to answer any questions you might have.

Committee Member Chavez wanted to know what ~~were~~ the concerns were from the TAC ~~members?~~ members.

Staff Fran McVey responded that ~~TAC recommended that they still wanted to keep the TAC and TPAC continue to review the award of~~ professional engineering consultant contracts ~~to be reviewed by TAC and TPAC~~ between one hundred thousand dollars (\$100,000) and one million dollars (\$1,000,000), ~~but they were okay with those awards not going onto council, but rather then being approved by the Finance Department.~~ ~~TAC also recommended that hey also wanted to receive TPAC request that~~ a quarterly summary report be provided to TAC and TPAC ~~of on all the~~ procurement actions in excess of \$100,000 taken by the Finance Director.

Committee Member Reed asked what this change does to the assumptions regarding cost savings previously presented.

Walter Rossmann explained that TAC concurred with the recommendation to allow administrative approval of ~~luded that~~ routine items to support operations of the Pplant, excluding professional services, ~~could go up to one million dollars (\$1,000,000) and would not go to council.~~ Therefore, most of the cost and time savings previously discussed would not be affected.

Chair Mahan asked for a motion to accept ~~motioned everyone in favor of approval. We will be taking~~ items A, B & C together.

Motion by Committee Member Harrison and seconded by Committee Member Reed to accept ~~pprove~~ items A, B and C. Motion unanimously approved.

6. AGREEMENTS

A. Technical Committee Recommendation (Handout)

B. Action Item – TPAC Recommendation for Approval Requested

The following items were scheduled to be approved by the City Council on February 28, 2006.

1. Approval of award of open purchase orders for supplies, materials, equipment and services for FY 2005-2006 #10, and authorization for the Director of Finance to execute the purchase orders.
2. Approve Amendments to agreements among cities of San Jose, Santa Clara, Milpitas and West Valley Sanitation District to reflect the transfer of one million gallons of capacity in the San Jose/Santa Clara Water Pollution Plant from West valley Sanitation District to the City of Milpitas.
3. Approve the annual report on San Jose/Santa Clara Water Pollution Control Plant (Plant) watershed protection activities, including update of the South Bay Action Plan, Contingency Plan, and Annual Pollution Prevention Report, as required by the Plant's National Pollutant Discharge Elimination System (NPDES) permit.

Motion by Committee Member Livengood and seconded by Committee Member Chavez to note and file the report and approve Item 6.B. 1, 2 & 3. Motion unanimously approved.

7. **MISCELLANEOUS**

- A. The next TPAC meeting is scheduled for March 9, 2006 at 4:30 p.m., City Hall, Environmental Services, 10th Floor, Room 1047.

8. **PUBLIC COMMENT**

None

9. **ADJOURNMENT**

- A. The Treatment Plant Advisory Committee adjourned at 4:40 p.m.

Patricia Mahan, Chair
Treatment Plant Advisory Committee