

SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE

KATHY WATANABE, CHAIR
DAVID COHEN, VICE CHAIR
DOMINGO CANDELAS, MEMBER
DEV DAVIS, MEMBER
KAREN HARDY, MEMBER

KIP HARKNESS, MEMBER
PATRICK KWOK, MEMBER
CARMEN MONTANO, MEMBER
ROWENA TURNER, MEMBER

REGULAR MEETING AMENDED AGENDA/TPAC

4:00 p.m. **September 14, 2023** **Hybrid Meeting**
Room T1734 City Hall, City of San José, 200 E Santa Clara Street 95113
<https://sanjoseca.zoom.us/j/91508541897>

How to join the virtual TPAC Meeting:

By phone (888) 475-4499 or (877) 853-5257 Meeting ID: 915 0854 1897

By online <https://sanjoseca.zoom.us/j/91508541897>

How to submit written Public Comment before the TPAC Meeting:

By email to ESDcouncilmemos@sanjoseca.gov by 9:00 a.m. the day of the meeting. Those emails will be considered as if they were part of the meeting. Please identify the Agenda Item Number in the subject line of your email.

How to submit written Public Comment during the TPAC Meeting:

Email during the meeting to ESDcouncilmemos@sanjoseca.gov, identifying the Agenda Item Number in the email subject line. Comments received will be included as a part of the meeting record but will not be read aloud during the meeting.

How to provide Spoken Public Comment during the TPAC Meeting:

By phone (888) 475-4499 or (877) 853 5257 Meeting ID: 915 0854 1897 Click *9 to raise a hand to speak. Click *6 to unmute when called.

By online <https://sanjoseca.zoom.us/j/91508541897>

- a. Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
- b. Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak.
- c. When the Chair calls for the item on which you wish to speak, click on "Raise Hand." Speakers will be notified shortly before they are called to speak.
- d. When called, please limit your remarks to the time limit allotted.

1. **ROLL CALL**

NOTICE OF PARTICIPATION OF COMMITTEE MEMBER WATANABE BY TELECONFERENCE FOR THE TREATMENT PLANT ADVISORY COMMITTEE MEETING ON SEPTEMBER 14, 2023.

Committee Member Kathy Watanabe intends to participate via teleconference due to a family medical emergency.

2. **APPROVAL OF MINUTES**

- A. May 18, 2023
[Draft Minutes](#)

3. **UNFINISHED BUSINESS/REQUEST FOR DEFERRALS**

4. **DIRECTOR'S REPORT**

- A. Director's Report (verbal)
CIP External Quarterly Report, [April - June 2023](#)

5. **AGREEMENTS/ACTION ITEMS**

- A. **Election of Chair**
- B. **Election of Vice Chair**
- C. **Recommendation to the City Council on Insurance Renewals for San José-Santa Clara Regional Wastewater Facility**

Staff Recommendation:

Recommend that the City Council authorize the Director of Finance to:

(a) Select and purchase City property and liability insurance for the San José – Santa Clara Regional Wastewater Facility for the period October 1, 2023 to October 1, 2024, at a total cost not-to-exceed \$633,887 as well as an 18 percent contingency for additional property or assets scheduled, subject to the appropriation of funds with the following carriers:

(1) Factory Mutual Insurance Company for Property Insurance, including Boiler & Machinery and Terrorism Risk Insurance Act Coverage;

(2) Beazley Syndicate 2623/623 at Lloyd's for Terrorism Insurance;

(3) The Princeton Excess and Surplus Lines Insurance Company and Arch Specialty Insurance Company for \$15 million in Excess Flood Insurance on a 50/50 quota share basis; and

(4) Gemini Insurance Company for Auto Liability Insurance for the vehicle fleets at the San José – Santa Clara Regional Wastewater Facility.

[5. C. Memorandum](#)
[5. C. Presentation](#)

This item is scheduled to be heard at City Council on September 26, 2023.

D. San José-Santa Clara Regional Wastewater Facility Capital Improvement Program Annual Status Report

Staff Recommendation to Committee for City Council:

Accept the annual status report on the San José-Santa Clara Regional Wastewater Facility Capital Improvement Program for the period of January through December 2022.

[5. D. Memorandum](#)
[5. D. Attachment](#)
[5. D. Presentation](#)

This item was heard and accepted by the Transportation and Environment Committee on March 6, 2023.

6. OTHER BUSINESS/CORRESPONDENCE

7. STATUS OF ITEMS PREVIOUSLY RECOMMENDED FOR APPROVAL BY TPAC

A. First Amendment to the Agreement with Ethosoft, Inc. for a Laboratory Information Management System.

Staff Recommendation to Committee for City Council:

Adopt a resolution authorizing the City Manager to negotiate and execute the First Amendment to the Agreement for a Laboratory Information Management System with Ethosoft, Inc. (Norcross, Georgia) to extend the initial term for an additional 12 months through June 14, 2024, under the same material terms and conditions as the original Agreement with no change in initial term compensation, and exercise up to nine one-year options to extend the Agreement through June 14, 2033, or as may be adjusted to align with the software renewal term, subject to the appropriation of funds. (Finance)

This item was approved by City Council on May 23, 2023.

B. Proposed 2023-2024 O&M Budget

Staff Recommendation:

TPAC approval of the San José-Santa Clara Regional Wastewater Facility Proposed 2023-2024 Operating & Maintenance Budget.

This item was approved by City Council on June 13, 2023, and adopted on June 20, 2023.

C. Proposed 2024-2028 CIP

Staff Recommendation:

TPAC approval of the San José-Santa Clara Regional Wastewater Facility Proposed Five-Year 2024-2028 Capital Improvement Program.

This item was approved by City Council on June 13, 2023, and adopted on June 20, 2023.

8. REPORTS

A. Open Purchase Orders Greater Than \$100,000 (including Service Orders)

Monthly Procurement and Contract Activity Reports summarizes the purchase and contracting between \$100,000 and \$1.3 Million for Goods and \$100,000 and \$320,000 for Services.

[8. A. Report](#)

B. Report on Activities Undertaken by the Director of Environmental Services Pursuant to Title 27 of the San Jose Municipal Code for the Period of January 1, 2023 – June 30, 2023.

[8. B. Report](#)

9. MISCELLANEOUS

A. The next regular TPAC Meeting is scheduled on **October 12, 2023 at 4:00 p.m., City Hall, Room T1734.**

10. OPEN FORUM

11. ADJOURNMENT

The [Code of Conduct](#) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

NOTE: If you have any changes or questions, please contact April Kellett, Environmental Services (408) 975-2547, april.kellett@sanjoseca.gov

To request an accommodation or alternative format for City-sponsored meetings, events, or printed materials, please contact April Kellett (408) 975-2547 or (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting/event.

Availability of Public Records. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at San Jose City Hall, 200 East Santa Clara Street, 10th Floor, Environmental Services Department at the same time that the public records are distributed or made available to the legislative body.