



1902 - *Serving Our Community for over 115 Years* - 2023

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JULY 26, 2023 AT 7:00 P.M.

1. **Call to Order**

President Dehn called the meeting to order at 7:01 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Treasurer Thiele-Sardiña, Director Moritz (Secretary Pro Tem), Director Otte

BOARD MEMBERS ABSENT: Secretary Walker

STAFF MEMBERS PRESENT: Ramirez, and Condotti by Zoom

Others Present: Joe La Marina – SBWMA, Dashiell Leeds

2. **Communications from the Public:** None.

3. **Consent Calendar**

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

- A. Approval of Minutes for Regular Meeting July 12, 2023
- B. Bank of the West Monthly Investment Portfolio Statements
- C. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1618 for the Construction of Wastewater Facilities for 155 Grove Drive, Portola Valley, California

Motion to Approve by: Moritz 2nd by: Thiele-Sardiña Vote: AYE: 4 NAY: 0 Abstain: 0

4. **General Manager's Report**

Discussion/Comments: General Manager Ramirez reported there will be upcoming staff training on recycling and organics on August 1st. He also reported the maintenance building design proposal came in higher than expected at \$500,000. General Manager Ramirez would like to explore design build request for qualifications (RFQ) and the traditional request for proposals (RFP.) In addition, he noted the SVCW is performing bypass pumping for their upgrades at the Menlo Park Pump Station. General Manager Ramirez presented an update to the new website based on input from the Board. General Manager Ramirez further reported the Bayfront Entrance, Point Repair and Avy Altschul Pump Station projects have begun. The Annual Goals meeting will be on August 8th and the next regular Board meetings will be held August 9th and August 23rd. The complete General Manager's written report is in the July 26, 2023 agenda packet.

5. Review and Approval of a Resolution Authorizing South Bayside Waste Management Authority (SBWMA) To Acquire Real Property Located At 1245 San Carlos Avenue, Unit E, San Carlos, CA

Motion to Approve by: Thiele-Sardiña 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: Joe La Marina of SBWMA reported on the potential purchase of the property at 1245 San Carlos Ave., Unit E, San Carlos that would serve as SBWMA's new headquarters. He outlined the purchase cost compared to an office lease for a 30-year period. The office purchase would save approximately \$2.1M over 30-years.

6. Presentation and Discussion by South Bay Waste Management Authority Executive Director on their Site Optimization Plan

Discussion/Comments: Joe La Marina of SBWMA reported on a site optimization plan at the District's Flow Equalization Resource Recovery Facility (FERRF). He outlined the current facility being used at the Shoreway site and the need for additional space. Board consensus was to have the General Manager move forward with discussions with SBWMA and report back to the Board for consideration.

7. Discussion and Direction on City of East Palo Alto RFP for Sanitary Sewer Operations

Discussion/Comments: General Manager Ramirez reported the City of East Palo Alto has issued a request for proposals (RFP) for sanitary sewer operations. He further reported that the following items are outlined in the RFP: Operate and Manage 30 miles; Clean Twice per Year; CCTV Inspection; Support CIP Program; Manage GIS and Database; Construction Inspections including FOG Inspections; Emergency Spill Response; Lateral Services including TV (Courtesy Cleaning); Assistance with their SSMP; and to conduct Public Outreach. Board consensus was to request an extension to the August 11 deadline and move forward with submitting an RFP. The Board requested the RFP be brought before the Board prior to the formal submission.

8. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported 4.8MG was treated in June and 456 were used for construction dust control. Casey Construction is underway with the Avy Altschul Pump Station. Casey reports PG&E is on schedule but there is a 16 week wait for the pump station switch gear.

9. Discussion and Direction on Bayfront Recycled Water Project and Status Update

Discussion/Comments: General Manager Ramirez reported habit monitoring is continuing until August 24th. The new bid for the Levee Improvement Project will be August 17th. He discussed the need to purchase the sheet piles directly for the project since the cost could be above \$5M. The Boards consensus was to purchase the sheet piles but would require the contractor to place the order and have the material delivered to the District's facility prior to paying for the invoice. He also reported on the United States Bureau of Reclamation application and being able to ask for grant funding for approximately \$10M.

10. Report & Discussion on South Bayside Waste Management Authority (SBWMA)

Discussion/Comments: None.

11. Report, Discussion & Direction on Silicon Valley Clean Water (SVCW) and Discussion on SVCW CIP Program and Financing

Discussion/Comments: Director Otte reported the Commission approved a task order contract.

12. Closed Session

Entered closed session at 9:10 p.m. Left closed session at 9:25 p.m.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Cal. Govt. Code § 54956.9(1))

Name of Case: Gruber v. West Bay – SMSC Case No. 23-SCS-00490 (Small Claims Court)

Reportable action: None

13. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda

Discussion/Comments: None.

14. Adjournment Time: The meeting was adjourned at 9:26 PM

/s/ David A. Walker
Secretary