



1902 - Serving Our Community for over 110 Years - 2019

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JUNE 12, 2019 AT 7:00 P.M.
1100 MERRILL STREET, MENLO PARK, CA 94025**

1. Call to Order

President Dehn called the meeting to order at 7:05 PM

Roll Call

BOARD MEMBERS PRESENT: Dehn, Otte, Thiele-Sardiña (arrived 7:40pm), Walker, Moritz

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Scott, Condotti, Kitajima, Ramirez

Others Present: Rich Laureta – Freyer & Laureta

2. Communications from the Public: None

3. District Manager's Report

Comments:

1) CIP Project:

- a. **Belle Haven III:** CIP construction began July 23. 95% complete. Project ran into Whiskey Hill geo-formation which is very poor and runny soil. Reduced scope of project slightly to mitigate costs. Final paving for the project is underway. Change order being considered for another 460' of 6" pipe replacement.
- b. **FERRF Metal Storage Building Update:** Modifying design to accommodate for soils report. Submitting to the City.
- c. **FERRF Levee Project:** Scheduling a meeting with Army Corp and Regional Board to discuss the strip of CMPK land between FERRF and Bay and whether sheet piling will be acceptable. Submitted application for IRWM grant for a combined project with the Bayfront Recycled Water project.
- d. **Alpine Road Project:** A bicyclist was injured riding through traffic control cones on Alpine Road.

2) Affiliate Agency/Association News:

- a. **Facebook ORTP:** A draft provisional Discharge permit has been written and is being reviewed for Facebook for their Onsite Reuse Treatment Plant. Cannot issue the provisional permit until the State has fully permitted operation of the plant.
- b. **Block Party:** June 12. Staff will have a booth for public outreach and the water truck will be on exhibit.
- c. **State Water Quality Control Board:** The State is proposing changes to the Waste Discharge Permit for Collection Systems and is looking to require Infrastructure Vulnerability Assessments and Climate Action Plans to be included possibly for 2020.

3) Upcoming Events:

- a. **Board meetings:** Next mtg: 7 pm, June 26.
- b. **Union Negotiations:** Held Second meeting May 16.
- c. **Retirement Lunch:** July 18.

4) **Misc./Action Items from Previous Meeting:**

- a. **SSOs:** One SSO for June. 2019 Total = 4.
- b. **10 Coyote Hill, PV:** Geotech firm through F&L Engineering performed soil boring March 29th, to help determine cause of erosion on hillside within District easement, document and develop engineering plan for remediation. Reviewing soils report and recommendations.
- c. **University Pump Station:** DM Scott presented a picture of new fencing.

4. Consent Calendar

- A. Approval of Minutes for Regular meeting May 22, 2019
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for June 12, 2019
- C. WBSD Operations and Maintenance Report – May 2019
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – May 2019
- E. Consideration to Approve Replacement of the Diesel Fuel Tank at University Pump Station
- F. Consider to Approve the Payment of \$13 M of Allocable Bond Debt for the SVCW 2018 Bond Issue from Cash and Investment Maturities

Motion by: Moritz 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None.

5. Consider Authorizing District Manager to Amend the Consultant Agreement with Freyer & Laureta, Inc. to combine the FERRF Levee Improvement Project and the Bayfront Recycled Water Treatment Facility Project

Motion by: Otte 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DM Scott reported on this project and the need for an EIR which incur additional cost in the amount of \$395,000 that would need to be added to Capital Asset Fund budget.

6. Consideration of Approving the FY 2019/20 General Fund and Capital Assets Fund Budgets and 10- Year Capital Improvement Plan Projection

Motion by: Walker 2nd by: Otte Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DM Scott outlined changes to the proposed budget since the Budget Workshop. They include an additional \$5,700 for Personnel & Accounting Specialist, \$5,000 for contact flow meter, contribution of \$350,000 to Capital Project Reserve and an additional \$395,000 for combined EIR at the FERRF.

7. Consideration of Establishing Date and Time of Public Hearing to Consider Annual Sewer Service Charge Report for Fiscal Year 2019/2020

Motion by: Moritz 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DM Scott informed the Board that this year appears to be approximately \$1M short in revenue. Additional work and review of water data and flow dar readings needs to be conducted in order to resolve the issue. In addition TE Connectivity has cut their production in half changing their charges by \$1M and some Facebook properties are still in construction and can't be billed until complete. Secretary Otte reviewed the report. Motion by Director Moritz to conduct the public hearing on July 17.

8. Consider to Approve Change Order for 6" Recycled Water Pipeline to be Installed from Caltrans Right-of-Way to Saga Lane, Alongside Sand Hill Road for a Not-to-Exceed Amount of \$316,000

Motion by: Moritz 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: None.

9. Consider approval of Change Order 1 for Installation of 460 feet of 8-inch pipe added to the Belle Haven III project for approximately \$220,000

Motion by: Moritz 2nd by: Otte Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DM Scott discussed the need to repair this section of pipe to prevent splashing residences during cleaning.

10. Discuss City of Menlo Park and West Bay Sanitary District Vehicle Maintenance Agreement

Comments: DM Scott presented reports to the Board from the City of Menlo Park showing man hours for the vehicle maintenance over the past several years which shows the District's average hours at about 150 hours per year.

11. Discussion and Direction on Recycled Water Projects - Sharon Heights & Bayfront, Including Project Status

Comments: DM Scott reported that the control panels are going in for the Sharon Heights Project.

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

Comments: None.

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

Comments: DM Scott reported that the Board will consider a resolution on June 26 to authorize the District to revise allocable share from previously approved 28.43% to 30.5% of debt service in order to take advance of additional SRF available and save in loan principal and interest payments.

14. Closed Session

- A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives: District Manager, Legal Counsel, IEDA
Employee Organization: Exempt Employees, Unrepresented Employees, & Teamsters Local 350
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Cal. Govt. Code §54956.9(d))
Name of Case: *1740 Oak Avenue, LP v. West Bay Sanitary District, et al.* – SMCSC Case No. 18CIV02183
- C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to Cal. Govt. Code § 54956.9(d)(4): (1 potential case)

Entered closed session at 7:50 p.m. Left closed session at 8:40 p.m.

Reportable action: None.

15. Report & Discussion on Silicon Valley Clean Water (SVCW) and Discussion on Recent SVCW Settlement

Comments: None.

16. Discussion on Future Board Meeting Dates for the Summer

Comments: Future Board meeting dates include: June 26, July 17 and August 14.

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

Comments: None.

18. Adjournment Time: The meeting was adjourned at 8:47 PM

Secretary /s/ George Otte