



1902 - Serving Our Community for over 110 Years - 2017

WEST BAY SANITARY DISTRICT

AMENDED MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD

WEDNESDAY, JANUARY 25, 2017 AT 7:00 P.M.

1. Call to Order

President Pro-Tem Thiele-Sardiña called the meeting to order at 7:01 PM

2. Roll Call

BOARD MEMBERS PRESENT: Thiele-Sardiña (President pro-tem), Dehn (Secretary pro-tem), Otte

BOARD MEMBERS ABSENT: Moritz, Walker

STAFF MEMBERS PRESENT: Scott, Choi

Others Present:

- 3. Communications from the Public:** Trang Do and Doug Matsumoto owners of Miyo Yogurt asked the Board for consideration for refund of supplemental connection fees. The Board heard their comments and consensus was to put on agenda for consideration for a future meeting.

4. Remembrance

Comments: DM Scott updated the Board on the details of the upcoming Jenna Santos memorial service.

5. District's Manager Report

1) CIP Project:

- a) Belle Haven II is approximately 40% complete. Weather continues to pose challenges. Trying to work in backyards during rains. Article in El Ravenswood magazine regarding District CIP in Belle Haven, recently published.

2) Affiliate Agency/Association News:

- a) **CWEA:** January Board meeting and workshop – trip cancelled by DM.
b) **CASA:** Winter conference Jan 18 to 20 – Simonetti attended
c) **LAFCo:** LAFCo hearing on Jan 18 – Commission approved activation of latent powers for distributing recycled water to SHGCC and SLAC.

3) Upcoming Events:

- a) February 8 Board mtg – Connection Fees.

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

- a) **SSOs:** 8 SSO's in 2016. 0 in December
- b) **Recycled Water:** Making progress on Security Provision and working on Option 5 MOU and Long Term Agreement with SHGCC.
- c) **Personnel Changes:** Promoted Henry Santos and Rupert Sandoval to Field Supervisor. Promoted George Sanchez to Construction Inspector.
- d) **Solid Waste Resolution:** Clerical error made in resolution. Correction shown in packet.

5) **Resource Sharing:**

- a) **Town of Los Altos Hills:** 1 SSO in 2016. 1 SSO in 2017.
- b) **Town of Woodside:** 0 SSO's in 2016. Reduced annual cleaning in order to save costs this year. Will resume cleaning entire system annually next year.

6. **Consent Calendar**

- A. Approval of Minutes for regular meeting January 11, 2016
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for January 25, 2017
- C. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – December 2016
- D. Consider to Approve Second Quarter Internal Financial Statements & Analysis of Financial Position as of Quarter End December 31, 2016

Motion by: Otte 2nd by: Dehn Vote: AYE: 3 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None

7. **Consider Approval of Authorizing the District Manager to Execute a Professional Services Agreement with Freyer & Laureta Inc., to Perform a Technical Feasibility Study for Potential Upgrades to the Flow Equalization Facility**

Motion by: Dehn 2nd by: Otte Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: DM Scott discussed the feasibility study and outlined the agreement for Freyer and Laureta Inc. to perform the study for potential upgrades to the Flow Equalization Facility.

8. Consideration to Adopt Resolution Authorizing the District Manager to Sign and File on Behalf of West Bay Sanitary District a Bayfront Water Recycling Facilities Plan Grant Application For a Grant From the State Water Resources Control Board in the Amount Not-to-Exceed \$75,000.00

Motion by: Otte 2nd by: Dehn Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: DM Scott outlined the need for the grant to help pay for the Bayfront Water Recycling Facilities plan.

9. Consider Approval to Authorize the District Manager to Transfer up to an Additional \$2M from Money Market Fund to LAIF

Motion by: Otte 2nd by: Thiele-Sardiña Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: DM Scott presented to the Board the higher interest rates that LAIF offer and asked for the Board to consider transferring up to an additional \$2M from the current money market account to LAIF. Board approved the item subject to informing the Treasurer David Walker.

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

Comments: Director Dehn reported that the next meeting will be on January 26th. She reported that City of Menlo Park will be assigning a replacement to the SBWMA TAC committee due to an employee resignation.

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

Comments: Director Otte reported on the recent meeting that included the approval of consulting contract for design/build for the rehab of the SVCW conveyance system. Director Otte will commence as WBSD Commissioner to SVCW as of February 1, 2017.

12. Adjournment Time: The meeting was adjourned at 8:09 PM

/s/ Roy Thiele-Sardiña
Secretary