



1902 - Serving Our Community for over 120 Years - 2024

**WEST BAY SANITARY DISTRICT
AGENDA OF BUSINESS**

SPECIAL MEETING OF THE DISTRICT BOARD

WEDNESDAY, DECEMBER 4, 2024 AT 7:00 P.M.

**RONALD W. SHEPHERD ADMINISTRATION BUILDING,
500 LAUREL STREET, MENLO PARK, CALIFORNIA 94025**

Board Members

Fran Dehn, President
David Walker, Secretary
Roy Thiele-Sardiña, Treasurer
Edward P. Moritz, Member
George Otte, Member

General Manager

Sergio Ramirez

District General Counsel

Anthony Condotti, Esq.

AGENDA OF BUSINESS

To participate by telephone or Zoom meeting, public comments can be made by joining Zoom meeting at:

<https://us06web.zoom.us/j/82066722969?pwd=vfZdyby2MYfc4LWh0r9xwZpHt3X7bl.1>

Meeting ID: 820 6672 2969 Passcode: 090372

1. Call to Order and Roll Call
2. Communications from the Public
3. Consent Calendar

Matters listed under this item are considered routine and will be enacted by one motion. The motion, seconds, and vote are applicable to any included resolutions and recorded accordingly. There will be no separate discussion of these items unless specifically requested by a member of the Board.

- A. Approval of Minutes for Regular Meeting November 13, 2024 Pg. 3A-1
- B. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1616 for the Construction of Wastewater Facilities at 104 Constitutional Drive (Menlo Portal, old addresses 110 Constitution Drive and 115 Independence Drive), Menlo Park, California Pg. 3B-1
- C. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permits No. 1617 and 1619 for the Sewer Improvements for Menlo Uptown at 141 Jefferson Drive and 180 & 186 Constitution Drive, Menlo Park, California Pg. 3C-1
- D. Consider Authorizing the General Manager to Issue Class 3 Permit 24-198 for 6-inch Sewer Main Replacement at 811 Bay Road, Menlo Park, California Pg. 3D-1
- E. Consider Resolution Accepting Deed of Easement Pursuant to Class 3 Sewer Permit No. 24-198 for Proposed Sewer Easement for 811 Bay Road, Menlo Park, California Pg. 3E-1
- F. Consider Resolution Accepting Deed of Easement Pursuant to Class 5 Sewer Permit No. 18033 for the Construction of Wastewater Facilities for 35 Possum Lane, Portola Valley, California Pg. 3F-1

G. Consider Accepting Wastewater Facilities Constructed Pursuant to Class 3 Sewer Permit No. 18032 for the Construction of Force Main Extension, and Class 5 Permit No. 18033 for the Construction of Wastewater Facilities for 35 Possum Lane, Portola Valley, California Pg. 3G-1

4. General Manager's Report Pg. 4-1
5. Consider Approving Resolution Adopting FY 2024-25 Updated Budget Pg. 5-1
6. Consider Approving FY 2023-24 Financial Statements, Ending June 30, 2024 Pg. 6-1
7. Report and Discussion on Finance Committee Pg. 7-1
8. Discussion and Direction on the West Bay and Sharon Heights Recycled Water Facility Pg. 8-1
9. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 9-1
10. Report, Discussion, and Direction on South Bayside Waste Management Authority (SBWMA) including the Solid Waste Franchise Re-Assignment Pg. 10-1
11. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 11-1
12. Closed Session

A. PUBLIC EMPLOYMENT

Title: Finance Manager

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

The West Bay Sanitary District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 321-0384 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.