



1902 - Serving Our Community for over 120 Years - 2024

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JANUARY 24, 2024 AT 7:00 P.M.**

1. Call to Order

President Dehn called the meeting to order at 7:00 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Fisher, Hulsmann, Ladesma, Heydari.
Condotti by Zoom

Others Present: None

2. Communications from the Public: None.

3. Closed Session

Entered closed session at 7:02 p.m. Left closed session at 8:02 p.m.

A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives:
General Manager, General Counsel, IEDA
Employee Organization: Exempt Employees, Unrepresented Employees, &
Teamsters Local 350

Reportable action: None.

4. Consent Calendar

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

A. Approval of Minutes for Regular meeting January 10, 2024 Pg. 4A-1
Motion to Approve by: Thiele-Sardiña 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

5. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the CIP to replace the 36" sewer trunk pipeline will begin in March of this year. He also reported the Pump Facility Supervisor will present on the STEP/Grinder lights and buzzard installation at the Feb. 28th Regular Board Meeting. He continued to report the sewer rates workshop will be held during the February 14th Regular Board Meeting. He also reported the Willow Pump Station Project and Point Repair Phase 2 Project will be uploaded to BidNet Direct the new online bidding platform. He continued to report the LAFCo hearing with East Palo Alto Sanitary District will be held on February 7th at 2:30pm. The next regular meetings are scheduled for February 14th and February 28th. The complete General Manager's written report is in the January 24th, 2024 agenda packet.

6. Discussion and Direction on Software as a Service (SaaS) Implementation and Annual Maintenance Fees

Discussion/Comments: General Manager Ramirez presented to the Board the District's Software as a Service (SaaS) implementation and annual maintenance fees.

7. Discussion and Direction on the Revised Master Plan Capital Improvement Program List

Discussion/Comments: General Manager Ramirez presented a revised Master Plan capital improvement program list to the Board. The revised list includes approximately \$10 million to repair and replace the High Frequency Preventative Maintenance pipeline segments.

8. Consider Approving District Treasury Report Second Quarter FY 2023-24

Motion to Approve by: Walker 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported on District funds which include Cash Equivalent Accounts, Investment Accounts, PARS Trust, and SHGCC SRF loan deposit.

9. Consider Adopting Resolution Approving Master Fee Schedule (2024)

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported on the addition of a .99 charge per ACH payment transactions to the Master Fee Schedule.

10. Consider Authorizing the General Manager to Issue the Call for Bids for the District's Capital Improvement Program - Point Repairs Project Phase II (High Frequency Pipeline Replacement and Repairs) Project No. 1767.0 and Appropriate an Additional \$5.7 Million to the Capital Budget for FY2023/24

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the Board approved \$4.3M in the budget for this project. Staff requested an additional \$5.7M to increase the number of repairs. The request was approved by the full Board.

11. Establish February 14, 2024, as the Date of a Public Hearing to Consider Amending the Code of General Regulations for Board Member Compensation

~~Motion to Approve by: _____ 2nd by: _____ Vote: AYE: NAY: Abstain:~~

Discussion/Comments: This item was tabled until after July 2024.

12. Report and Discussion on Sharon Heights Recycled Water Plant (SHRWP)

Discussion/Comments: General Manager Ramirez reported the new SHRWP O&M budget was approved for \$671,950. He also reported the plant is currently producing water at the minimum amount.

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

Discussion/Comments: General Manager Ramirez reported the California Governor's revised budget has lowered the project's SRF loan to \$50M and cut the grant amount to \$5M. He also reported Phase 1 of the Levee Improvement Project is complete and the contractor is preparing for Phase 2. Phase 2 is scheduled to begin in September of 2024.

14. Report, Discussion and Direction on South Bayside Waste Management Authority (SBWMA) including Solid Waste Franchise Re-Assignment

Discussion/Comments: None.

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

Discussion/Comments: None.

16. Closed Session

Entered closed session at 9:05 p.m. Left closed session at 9:21 p.m.

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH LABOR NEGOTIATORS

Agency designated representatives: Board President/Legal Counsel

Unrepresented employee: General Manager

Reportable action: None.

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

Discussion/Comments: None.

18. Adjournment Time: The meeting was adjourned at 9:22 PM

/s/ David A. Walker
Secretary