



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

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, JUNE 14, 2023 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

BOARD MEMBERS ABSENT: Director Moritz, Director Otte

STAFF MEMBERS PRESENT: Ramirez, Fisher, Heydari and Condotti by Zoom  
Others Present:

**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 May 24, 2023
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru May 31, 2023
- C. WBSD Operations and Maintenance Report – May 2023
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – May 2023
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – May 2023
- F. Bank of the West Monthly Investment Portfolio Statements
- G. Consideration Authorizing the General Manager to Issue the Class 3 Permit 1629 for 4-Inch Sewer Main Replacement at 141 Durazno Way, Portola Valley, CA

Motion to Approve by: Walker 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 3 NAY: 0 Abstain: 0

**4. General Manager's Report**

Discussion/Comments: General Manager Ramirez reported LAFCo will report on the potential solid waste divestiture at the June 28<sup>th</sup> Board meeting. He also reported the Woodside Recycled Water Facility Study will be presented to the Board in the next two months. He continued to report the new website developer will report the progress on the new District website at the June 28<sup>th</sup> Board meeting. In addition, he informed the Board regarding work on a 4-inch main replacement at 141 Durazno Way, Menlo Park. The next regular Board meetings will be held on June 28<sup>th</sup> and July 13<sup>th</sup>, while the July 26<sup>th</sup> meeting may be cancelled. The complete General Manager's written report is in the June 14<sup>th</sup>, 2023, agenda packet.

**5. Silicon Valley Clean Water Additional Contributions FY 2022-23 and FY 2023-24**

Motion to Approve by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 3 NAY: 0 Abstain: 0

Discussion/Comments: Matt Anderson of SVCW reported on the need for additional contributions for the fiscal years 2022-23 and 2023-24 in order to meet a 5-year debt service projection.

**6. Consider Approving Resolution Adopting FY 2023-24 Budget**

Motion to Approve by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 3 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez and Finance Manager Fisher reported on highlights and changed to the FY2023/24 budget since the May 3<sup>rd</sup> Budget Workshop. After some discussion the Board approved the FY2023/24 budget.

**7. Consider Adopting Resolution Establishing Rates of Pay and Related Compensation Provisions**

Motion to Approve by: Walker 2<sup>n</sup> by: Thiele-Sardiña Vote: AYE: 3 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the rates of pay will increase by 4% per the negotiated MOU. The increases are to take place effective July 1<sup>st</sup>.

**8. Approve Amendment No.10 to the Maintenance Services Agreement Between West Bay Sanitary District and the Town of Woodside for Sanitary Sewer Maintenance Services**

Motion to Approve by: Walker 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 3 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the agreement includes a 4% COLA increase and includes additional FOG inspections to be performed by Staff.

**9. Report and Discussion on Sharon Heights Recycled Water Plant**

Discussion/Comments: General Manager Ramirez reported 5.1MG of reclaimed water were treated in May. In addition, it was reported General Counsel Condotti updated the amendment to the Long Term Agreement per the Board's direction. He reported that if an agreement between the District and SHGCC cannot be made, the Avy Altschul Pump Station project will need to be halted.

**10. Discussion and Direction on Bayfront Recycled Water Project and Status Update**

Discussion/Comments: General Manager Ramirez reported the kick-off meeting for the recycled water project was held on May 31<sup>st</sup>. He also reported that SCWA habitat monitoring continues until Aug. 24<sup>th</sup>. The Board requested a revised schedule for the Levee Project and how delays will impact the habitat restrictions.

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

Discussion/Comments: President Dehn reported that Director Otte will give an update on the SBWMA retreat at the Board meeting.

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

Discussion/Comments: 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 8:44 PM

/s/ David A. Walker  
Secretary