



1902 - Serving Our Community for over 110 Years - 2018

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, AUGUST 22, 2018 AT 7:00 P.M.**

1. Call to Order

The Board President called the meeting to order at 7:00 PM

Roll Call

BOARD MEMBERS PRESENT: Moritz, Dehn, Thiele-Sardiña, Walker, Otte
BOARD MEMBERS ABSENT: None
STAFF MEMBERS PRESENT: Scott, Hall (for Mr. Condotti)
Others Present: None

2. Communications from the Public: None

3. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Harrosh (155 Cherokee Way, Portola Valley)

Motion to open by: Dehn 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: None

Motion to close by: Dehn 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

4. Consideration of Adopting Resolution Ordering Annexation of Certain Parcels in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board – Lands of Harrosh (155 Cherokee Way, Portola Valley)

Motion by: Otte 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: None

5. District Manager's Report

Comments:

1. CIP Project:

- a) Belle Haven III CIP construction began July 23. City permits are extremely high.

2. Affiliate Agency/Association News:

- a) **County:** District Staff, District Counsel, County Staff and LAFCo are all reviewing a draft Lafco application, Resolutions and MOUs for transferring the Solid Waste Franchise to the County. The County has indicated their preference for assignment of the franchise to be effective January 1, 2020 and will need through September to review and comment on the documents.
- b) **Elections:** Candidacy filing period is over. Received final confirmation that the election for District office is uncontested. District has 2 Full Term Offices vacant and 1 Short Term Office vacant.
- c) **CASA:** Collection System Working Group is working hard on providing comments to the State for anticipated changes to the General Wastewater Discharge Permit that all wastewater agencies operate under for controlling and reporting SSO's.
- d) **Save the Bay:** Work has begun at FEFRRF
- e) **Woodside Priory:** The District found a water leak at the school due to a large discharge into our pump station.

3. Upcoming Events:

- a) **Board meetings:** September 12. September 26 is likely to be cancelled.
- b) **Movie Night:** District sponsored the City of Menlo Park movie night on August 10th.
- c) **Block Party:** District had a booth and displayed CCTV Truck for the Block Party on August 16.

4) Misc./Action Items from Previous Meeting:

- a) **SSOs:** Zero SSOs for July. Total 3 = 2018
- b) **LAH & TOW:** DPW of LAH resigned and Nichol Bowersox is Interim Director of Public Works.
- c) **IEDA:** Mr. Murray who has consulted with the District over the last 4 labor negotiations has retired. His replacement is Austris Rungis.
- d) **Finance Committee:** DM will coordinate financial portfolio meeting for Sept. or Oct.

6. Consent Calendar

- A. Approval of Minutes for Regular meeting August 8, 2018
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for August 22, 2018
- C. WBSD Operations and Maintenance Report – July 2018
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – July 2018
- E. Consider to Ratify and Approve Report on District’s Investment Portfolio Including the Transactions of Assets Described Therein as of 07/31/18
- F. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 155 Cherokee Way, Portola Valley (077-242-030), Lands of Harrosh
- G. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 155 Cherokee Way, Portola Valley

Motion by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None

7. Consideration of Authorizing the District Manager to Consent to the Relocation of Public Utility Easement at 180 Bear Gulch Drive, Portola Valley

Motion by: Walker 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: DM Scott reported that the homeowner has requested that the PUE follow new property line as a result of Lot Line Adjustment.

8. Consideration of Expanding the District Manager’s Authority to Issue Class 3 Permits for CCTV Inspection Pre and Post Cross-Boring to All Utilities

Motion by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: DM Scott reported on the increasing need for property owners and developers to CCTV inspect the sewer main pre and post cross boring to all utilities.

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

Comments: DM Scott reported negotiations on a Cal Trans right of way agreement are underway. Received State of California final budget amendment (FBA) for Sharon Heights project and financing is confirmed at \$22,595,000 with \$5M grant at the end of project and final executed FBA should be back in September. DM presented a time-lapse video of the Sharon Heights construction site showing the progress which has been made. A draft of the Bayfront Recycled Water Project feasibility study has been received by DM for review and comments.

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

Comments: DM Scott reported that reports on the Recology compensation package and SBR compensation package indicate a possible slight increase in 2019 rates but the District’s final annual rate study will determine the rates.

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

Comments: Director Otte reported that the upcoming Commission meeting will consider a purchase of a towing machine and approval of contractor purchase of \$3.5M crane. The crane purchase will save in rental costs for CIP. DM Scott reported District staff and SVCW staff have met regarding the redesign of the Menlo Park Pump Station and discussed flow diversion to FEFRRF which was not in the current design plan.

12. Closed Session

- A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6)
Agency designated representatives: District Manager, Legal Counsel
Employee Organization/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.* – SM CSC
Case No. 18CIV02183
- C. CONFERENCE WITH LEGAL COUNSEL—WORKERS' COMPENSATION CLAIM
(Pursuant to Cal. Govt. Code Section 54956.9)
Claimants: Alberto Patino & Arthur Hildebrand
- D. PUBLIC EMPLOYMENT
(Pursuant to Cal. Govt. Code Section 54957)
SVCW Manager Employment Agreement

Entered closed session at 7:49 p.m. Left closed session at 8:52 p.m.

Reportable action: No Reportable Action.

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

Comments: Home Serve Lateral Protection Program discussion and update.

14. Adjournment Time: The meeting adjourned at 8:53 PM

/s/ Fran Dehn
Secretary