



1902 - *Serving Our Community for over 120 Years* - 2024

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, FEBRUARY 28, 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:

STAFF MEMBERS PRESENT: Ramirez, AND by Zoom, Hulsmann, Reese, Fisher and General Counsel Condotti

Others Present: by Zoom Gabe Sasser and Rick Simonson – HF&H, Austris Rungis – IEDA, Tony Valdivia – Woodard & Curran

2. **Communications from the Public:** None.

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 February 14, 2024
- B. Consider Approving FY 2022-23 Financial Statements, Second Quarter Ending December 31, 2023

Comments: None.

Motion to Approve by: Thiele-Sardiña, 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

4. **Consider Establishing a Public Hearing Date for a Proposed Increase in Sewer Service Charges as Required by Proposition 218, Adopt the Draft Sewer Rate Study, and Provide Staff Direction Regarding the Sewer Service Charge Rate Adjustment and the Mailing of the Proposition 218 Notice for a Public Hearing**

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

Discussion/Comments: Gabe Sasser of HF& H outlined the rate study. Board consensus was to raise all rates by 5% each year FY 2024-2025, 2025-2026 and 2026-2027.

5. Closed Session

Entered closed session at 7:18 p.m. Left closed session at 8:15 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.

6. General Manager's Report

Discussion/Comments: General Manager Ramirez reported there will be a STEP/Grinder pump update at the March 13th Board meeting. He also reported Ranger Pipelines will begin work on the Bayfront Improvement Project on March 25th. He reported testing for the new online permit system will begin after March 17th. The next regular meetings are scheduled for March 13th and March 27th. The complete General Manager's written report is in the February 14th, 2024 agenda packet.

7. Consider Authorizing the General Manager to Execute an Agreement for On-Call Engineering Services

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

Discussion/Comments: General Manager Ramirez reported on-call engineering services are needed and would be 5 hours per week totaling \$44,070, and not to exceed \$50,681.

8. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported the Avy Altschul Pump Station is scheduled for PG&E work in May 2024.

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

Discussion/Comments: General Manager Ramirez reported a pre-proposal meeting for Bayfront Project was held on February 22nd. The team is exploring three .33 process basins vs. .4 process basins for the new recycled water facility. He continued to report Anderson Pacific has completed phase 1 of the levee project and is prepping for phase 2 to begin in September. Board consensus was to proceed with .4 basins.

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

Discussion/Comments: President Dehn reported SBI is continuing the hiring process in order to upstaff and that the transition went well between SBI and the prior contractor. She also reported the conditional permit for tenant improvements was issued for the new administrative building. She continued to report a strategic planning retreat will be on March 28th. Lastly, she reported SBWMA will meet with some property owners and the District regarding use of land for storage of bins and compost.

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

Discussion/Comments: General Manager Ramirez reported he is working with General Counsel to amend the current agreement with SVCW to use the ponds as needed at the Flow Equalization Facility.

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

Discussion/Comments: None.

13. Adjournment Time: The meeting was adjourned at 9:03 PM

/s/ David A. Walker
Secretary