



1902 - Serving Our Community for over 110 Years - 2017

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, APRIL 12, 2017 AT 7:00 P.M.**

1. Call to Order

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

2. Roll Call

BOARD MEMBERS PRESENT: Moritz, Thiele-Sardiña, Walker, Dehn, Otte,

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Scott, Condotti

Others Present: Nicole Bowersox – Hydro Science

3. Communications from the Public: None

4. District's Manager Report

1) CIP Project:

a) Belle Haven II is approximately 55% complete.

b) Butler Building out for bid. Bid open May 3.

2) Affiliate Agency/Association News:

a) **CWEA:** Annual Conference April 25 – 28.

3) Upcoming Events:

a) Budget Workshop – May 3

b) Sewer Service Charges Public Hearing – May 10

4) Misc./Action Items from Previous Meeting:

a) **SSOs:** 2 SSO's in 2017. 2 in February. 0 in March

b) **Insurance:** DM announced change in insurance broker for dental, vision, LTD and life insurance.

c) **Televis Board Meetings:** DM represented a requested to televise meetings. Board will discuss item at upcoming meeting in May.

d) **Correspondence from the Santos:** DM read card from the Santos thanking the Board and staff for their kindness and support.

e) **Website:** DM represented graphs on website hits showing pages most often visited.

5) Resource Sharing:

a) **Town of Los Altos Hills:** 1 SSO in 2016. 2 SSO in 2017.

b) **Town of Woodside:** 0 SSO's in 2016. Reduced annual cleaning in order to save costs this year. Will resume cleaning entire system annually next year

5. Consent Calendar

- A. Approval of Minutes for regular meeting March 22, 2017
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for April 12, 2017
- C. WBSD Operations and Maintenance Report – February 2017
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – February 2017
- E. Consideration of Authorizing the District Manager to Ratify the Issuance of the Class 3 Permit for the Utility Relocation Required for the Development Project at 1300 El Camino Real, Menlo Park, CA
- F. Consideration of Resolution Accepting Deed of Easement for Utility Relocation on Behalf of the Development at 1300 El Camino Real, Menlo Park, California

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

6. Consideration to Accept the District's 2016 Performance Measurement Report

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

Comments: DM Scott presented the highlights of the report which included no category 1 sanitary sewer overflows in 2016 and 88% of measures rated satisfactory or above.

8. Consider to Adopt a Resolution Approving an Installment Sale Agreement and Grant between the West Bay Sanitary District and California State Water Resources Control Board for the Recycled Water Project – Sharon Heights

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

Comments: DM Scott outlined the agreement which includes a \$17.2M loan @ 1% interest and a \$5.2M grant. The District will have until May 4 to execute SFR agreement and until May 31 to execute long-term agreement with Sharon Heights Golf Course.

9. Discussion and Direction on Recycled Water Project and on Negotiations with Sharon Heights Golf Course on Long-Term Agreement

Comments: DM Scott reported that the District received USBR letter on feasibility study and the next long-term agreement meetings will be held on April 17 and April 18.

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

Comments: Director Dehn reported on the most recent meeting included the approval of an assessment of the organization and an approval of Executive Director's goals. The TAC and FAX committees will meeting on April 13 for an introduction on the franchise agreement extension. On April 27 the Board will review the next re-stated contract for franchise agreement extension which will become the model franchise agreement that the JPAs will consider.

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

Comments: Director Otte reported on the equipment expenses to replace poorly designed equipment. President Moritz reported on the compensation and class study showing SVCW employees are the highest compensated JPA. Items under consideration on April 13 include \$2.16M consultant for design/build of pipeline, \$450,000 legal fees for CIP and that the RFP will out in within a month and selection of contractor by September.

12. Closed Session

- A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Cal. Govt. Code §54956.9(d)(2)
Number of potential case 1: (1) 845 Harvard Ave., Menlo Park (sewer main easement issue)
- B. PUBLIC EMPLOYEE CONF. WITH LABOR NEGOTIATORS
Agency designated representatives: Board President/Legal Counsel
Unrepresented employee: District Manager
- C. CONFERENCE WITH LABOR NEGOTIATORS
(Cal. Govt. Code §54957.6)
Agency Designated Representative: District Manager
Unrepresented Employees: Exempt Employees

Entered closed session at 8:24 p.m. Left closed session at 9:09 p.m.

Reportable action: None

7. Discussion and Direction on Tuition Reimbursement Policy

Comments: The Board tabled this item for a future meeting.

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

Comments: Tuition reimbursement policy and video Board meetings in May.

14. Adjournment Time: The meeting was adjourned at 9:11 PM

Roy Thiele-Sardiña
Secretary