



1902 - Serving Our Community for over 110 Years - 2019

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, MARCH 27, 2019 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: Dehn, Otte, Thiele-Sardiña, Walker, Moritz

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Scott, Hall, Ramirez

Others Present: SVCW – Teresa Herrera, Matt Anderson, Monte Hamamoto, Fieldman, Rolapp & Assoc – Lora Carpenter

2. Communications from the Public: None.

3. Silicon Valley Clean Water WIFIA Loan and Bond Presentation and Discussion

Comments: Teresa Herrera of SVCW reported on the CIP projects and financing. The gravity tunnel project is currently in stage 2 of design/build and construction has started. The front of plant project is also in stage 2 and is in construction. The Commission has approved stage 1 of the pump station improvement project.

4. District Manager's Report

Comments:

1) CIP Project:

- a. Belle Haven III CIP construction began July 23. Currently performing pipe-bursting to replace some segments of sewer main. 65% complete.
- b. FERRF Metal Storage Building Update: Construction to begin April 1.
- c. Alpine Road Pipeline Replacement Project Update: Construction beginning March 18.
- d. FERRF Levee Project: Held a meeting with the Dept. of Fish & Wildlife at the site but Regional Water Quality Control Board and Army Corp of Engineers were no-show. trying to re-schedule a meeting with those permitting agencies to discuss the strip of CMPK land between FERRF and Bay and whether sheet piling will be acceptable.

2) Affiliate Agency/Association News:

- a. **SLAC:** Finalizing the last items of SLAC's discharge permit implementation plan including a timeline for providing for time-delay discharge to avoid excessive salts introduced in the recycled water facility's process.
- b. **Facebook ORTP:** Staff and Consultants will meet again with Facebook on the permit conditions of a Discharge permit for their Onsite Reuse Treatment Plant on March 26.
- c. **SVCW:** Presentation by SVCW staff scheduled for March 27 to discuss the WIFIA Loan, JPA amendment #9, and Amend #2 to the Finance Agreement.

3) **Upcoming Events:**

- a. **Board meetings:** March 13 – cancelled. SSC rates public hearing = April 24. Budget workshop = 5 pm May 8.

4) **Misc./Action Items from Previous Meeting:**

- a. **SSOs:** One SSO for February. 2019 Total = 2.
- b. **10 Coyote Hill, PV:** Geotech firm through F&L Engineering to find perform soil boring March 29th, to help determine cause of erosion on hillside within District easement, document and develop engineering plan for remediation.
- c. **Personnel:** Mr. Donald Sturman has been hired to fill the Finance Manager position, and Mr. Marvin Gonzalez has been promoted to Rehabilitation Field Supervisor position.
- d. **Computer Training:** Held a half-day Excel Training class. 10 staff and 1 Board member participated.
- e. **Consultants Spending:** DM Scott presented to the Board a spreadsheet of consultant spending for the last 3 years.

5. **Consent Calendar**

- A. Approval of Minutes for Regular meeting February 27, 2019
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for March 27, 2019
- C. WBSD Operations and Maintenance Report – February 2019
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – February 2019
- E. Consider to Ratify and Approve Report on District’s Investment Portfolio Including the Transactions of Assets Described Therein as of 1/31/19

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

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None.

6. **Discuss Draft Policy for Relocation Expense Reimbursement**

Comments: DM Scott presented the draft policy for Board consideration. The Board requested a few edits and bring the item back to the Board for approval.

7. Consideration to Accept the District's 2018 Performance Measurement Report

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

Comments: DM outlined the highlights of the report which included a vast majority of measures rated "Satisfactory" or above. There were zero District category 1 SSOs in 2018, newspaper articles increase to 6 in 2018 and 0% of measures rated "Unsatisfactory."

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

Comments: DM Scott presented a time-lapse video of construction of the Sharon Heights Project. He reported he will be attending the Membrane User Group on April 29 and the grant application process has begun for the Bayfront Recycled Water Project.

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

Comments: President Dehn reported on highlights of the recent meeting. A new Management Analyst has been hired, the 2018 Annual Report is in process and will be put on the website and the services contract for finance and accounting was approved for Redwood City to conduct the services. An agreement has been executed with a group to review bonds and underwriting services of the 2019 Solid Waste Revenue Bonds.

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

Comments: DM Scott discussed with the Board options for the payment of \$13M to SVCW left over from the 2018 Bond issue. DM Scott presented scenarios to pay SVCW in installations or in full and the impacts to cash flow and District's investment portfolio of each scenario. Board consensus was to request a payment plan from SVCW but to be ready to pay in full if necessary in June of 2019.

11. Closed Session

- A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives: District Manager, Legal Counsel, IEDA
Employee Organization: Exempt Employees, 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

Entered closed session at 9:13 p.m. Left closed session at 9:35 p.m.

Reportable action: None

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

Comments: Treasurer Thiele-Sardiña would like a budget update on the Sharon Heights Recycled Water Project.

13. Adjournment Time: The meeting was adjourned at 9:36 PM

/s/ George Otte

Signature