



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

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE SPECIAL MEETING OF THE DISTRICT BOARD  
WEDNESDAY, JULY 17, 2024 AT 5:00 P.M.**

**1. Call to Order**

President Dehn called the meeting to order at 5:01 PM

**Roll Call**

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Hulsmann AND Condotti and Thompson by Zoom

Others Present: None

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

**3. Discussion and Direction on the City of East Palo Alto Interagency Agreement**

Discussion/Comments: General Manager Ramirez reported to the Board that on July 17, 2024 LAFCo made a determination that the City of East Palo Alto (City) shall be the governing body for the East Palo Alto Sanitary District. He continued to report the City of East Palo Alto would like a maintenance service agreement with West Bay Sanitary in order for West Bay to begin services formerly done by East Palo Alto Sanitary District. On September 14, 2023 West Bay responded to the City with a proposal stating the following: City will remain the Legally Responsible Officer, WBSD will evaluate the City's sewer system equipment and facilities to use for this purpose, SSMP and SERP update will require outside consultant services, Sanitary sewer spills will be charged per incident, Category 1 spills will be charged at time and material and WBSD and the City will agree to a five (5) year agreement. General Manager Ramirez has identified 7 new maintenance, inspection and engineering positions that would be needed for the agreement. General Manager Ramirez outlined the implementation phases: 1) August 1: Gather data, analyze, learn roles and responsibilities, develop preventative maintenance (PM) program, and recruit personnel; 2) 3 to 6 months begin new West Bay PM; 3) Board direction to work on agreement with City for July 24<sup>th</sup> Board meeting. The Board consensus and direction was to move forward with an interagency agreement with the City of East Palo Alto at the July 24<sup>th</sup> Board meeting.

**4. Discussion and Direction on Bayfront Recycled Water Facility**

Discussion/Comments: General Manager Ramirez reported on Anderson Pacific/WaterWorks (contractor/engineer) proposal for the Bayfront project which includes a total proposed cost of \$85,737,825. He also reported the SRF loan will be \$66.6M with a \$5M grant. Meta has agreed to \$33M but will seek funding up to \$36M. The cost of the facility would be \$85.7M without the Hamilton recycled water forcemain. He also reported Meta is unable to commit for funding until they receive two significant permits from SFPUC and Caltrans. Board consensus and direction was to enter into an interim agreement with Anderson Pacific for demolition of the site and also enter into an interim agreement with Woodard & Curran for initial project management through January 2025.

**5. Closed Session**

Entered closed session at 6:58 p.m. Left closed session at 6:59 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Number of potential cases: 1
  
- B. PUBLIC EMPLOYMENT/CONFERENCE WITH LABOR NEGOTIATORS  
Agency Designated Representatives: Sergio Ramirez; Tony Condotti  
Employees: All Represented and Unrepresented Employees

Reportable action: General Counsel Thompson reported under the City of East Palo Alto interagency agreement staff is directed to begin their search for employees to cover the positions.

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

Discussion/Comments: President Dehn reported staff has found out that Board member up for election in November only need to file election paperwork in the County that they vote in, San Mateo County. She also reported candidate statement costs are covered by the District.

**7. Adjournment Time:** The meeting was adjourned at 7:02 PM

/s/ Edward P. Moritz  
Secretary (pro tem)