



1902 - Serving Our Community for over 120 Years - 2024

**WEST BAY SANITARY DISTRICT
AGENDA OF BUSINESS**

REGULAR MEETING OF THE DISTRICT BOARD

WEDNESDAY, JANUARY 10, 2024 AT 7:00 P.M.

**RONALD W. SHEPHERD ADMINISTRATION BUILDING,
500 LAUREL STREET, MENLO PARK, CALIFORNIA 94025**

Board Members

Fran Dehn, President
David Walker, Secretary
Roy Thiele-Sardiña, Treasurer
Edward P. Moritz, Member
George Otte, Member

General Manager

Sergio Ramirez

District General Counsel

Anthony Condotti, Esq.

AGENDA OF BUSINESS

To participate by telephone or Zoom meeting, public comments can be made by joining Zoom meeting at:

<https://us06web.zoom.us/j/82550583711?pwd=FuWJrnmlKZZ4r24lQwy8rHZ97E6oMS.1>

Meeting ID: 825 5058 3711 Passcode: 723927

1. Call to Order and Roll Call
2. Communications from the Public
3. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Eng and Kim (350 Grove Drive, Portola Valley) Pg. 5-1
4. Consider 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 Eng and Kim (350 Grove Drive Portola Valley) Pg. 6-1
5. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Trig (118 Mapache Drive, Portola Valley) Pg. 5-1
6. Consider 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 Trig (118 Mapache Drive Portola Valley) Pg. 6-1
7. 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 December 13, 2023 Pg. 7A-1
 - B. Approval of Minutes Special meeting January 3, 2024 Pg. 7B-1

- C. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters through December 31, 2023 Pg. 7C-1
 - D. WBSD Operations and Maintenance Report – December 2023 Pg. 7D-1
 - E. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – December 2023 Pg. 7E-1
 - F. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – December 2023 Pg. 7F-1
 - G. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- 350 Grove Drive, Portola Valley, Lands of Eng and Kim Pg. 7G-1
 - H. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- 118 Mapache Drive, Portola Valley, Lands of Trig Pg. 7H-1
 - I. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- 1165 Los Trancos Road, Portola Valley, Lands of Juelsgaard Pg. 7I-1
8. General Manager's Report Pg. 8-1
 9. Ratify Investment Transfer Pg. 9-1
 10. Consider Adopting Resolution Approving Master Fee Schedule (2024) Pg. 10-1
 11. Discussion and Direction on Sharon Heights Recycled Water Plant Pg. 11-1
 12. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 12-1
 13. Report and Discussion on South Bayside Waste Management Authority (SBWMA) including Solid Waste Franchise Re-Assignment Pg. 13-1
 14. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 14-1
 15. Closed Session
 - A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH LABOR NEGOTIATORS
Agency designated representatives: Board President/Legal Counsel
Unrepresented employee: General Manager
 16. Consider Approving End-of-Year Goals and Objectives Performance Compensation for the General Manager Pg. 16-1
 17. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda
 18. Adjournment

The West Bay Sanitary District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 321-0384 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.