



*1902 - Serving Our Community for 120 Years - 2022*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, MAY 11, 2022 AT 7:00 P.M.**

**1. Call to Order**

President Dehn called the meeting to order at 7:06 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, Fisher, and General Council Condotti by Zoom

Others Present: Resident Wilson "Win" Farrar

- 2. Communications from the Public:** Resident, Wilson "Win" Farrar, stated that she would like to connect to the public sewer system in Portola Valley, but does not feel it's fair to have to pay a large supplemental connection fee on top of the District's standard connection fee. She asked the Board of Directors to consider an alternative method to connect, so that the supplemental connection fees are not so burdensome to those who want to connect to the public sewer system. Ms. Farrar asked to be contacted when the Board of Directors take up the matter at a future public meeting.

**3. Consent Calendar**

**CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR**

Discussion/Comments: None.

- A. Approval of Minutes for Regular Meeting April 27, 2022
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru April 30, 2022
- C. WBSD Operations and Maintenance Report – April 2022
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – April 2022
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – April 2022
- F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361
- G. Bank of the West Monthly Investment Portfolio Statements

Motion to Approve by: Moritz 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

**4. District Manager's Report**

Discussion/Comments: District Manager Ramirez reported the Bayfront Entrance Improvement Project bids have been received, but unfortunately only one bid was received. The bid was double the engineer's estimate. He also reported on the California Sanitation Risk Management Authority meeting held on May 2<sup>nd</sup> where the Pooled Liability Committee voted to increase the minimum deductibles for all members to \$25,000 per occurrence. He continued to report the District hosted a CWEA Hands-on-Bypass training. He also reminded the Board that the next Board meetings are scheduled for May 25<sup>th</sup> and June 8<sup>th</sup>. The complete District Manager's written report is in the May 11, 2022 agenda packet.

**5. Consider Approving an Agreement with Woodard & Curran to Prepare a Recycled Water Feasibility Study and Facilities Plan for the Woodside Recycled Water Facility, in collaboration with Menlo Country Club**

Motion to Approve by: Walker 2<sup>nd</sup> by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

**6. Consider to Approve the Financial Statements FY 2021-22, Third Quarter Ending 3/31/2022**

Motion to Approve by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: Finance Manager Fisher reported on the overall Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position for the third quarter ending 3/31/22. She also reported on the budget verses actual spending, compared with prior year totals in the General and other Funds.

**7. Report and Discussion on Sharon Heights Recycled Water Plant**

Discussion/Comments: District Manager Ramirez reported 7.6 million gallons a day (MGD) were treated in April and 3.8 MGD delivered. He also reported that repairs have been made to the diffusers in Aerobic Basin No. 1. He continued to report the final solar layout and agreement are being developed.

**8. Discussion and Direction on Bayfront Recycled Water Project and Status Update**

Discussion/Comments: District Manager Ramirez reported the District presented an update to the City of Menlo Park Council on May 10<sup>th</sup> on the reclaimed water efforts in Menlo Park. He also reported the District is finalizing an interim permit for Meta's on-site recycled water facility. He continued to report the permitting process with the Army Corp of Engineering is underway for the levee portion of the project.

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

Discussion/Comments: None.

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

Discussion/Comments: None.

**11. Closed Session**

Entered closed session at 7:52 p.m. Left closed session at 8:13 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Cal. Govt. Code §54956.9(d)(2):  
(1 potential case)
  
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH LABOR NEGOTIATORS  
Agency designated representatives: Board President/Legal Counsel  
Unrepresented employee: District Manager

Reportable action: None.

**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 8:15 PM

/s/ David A. Walker  
Secretary