



1902 - Serving Our Community for over 110 Years - 2016

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, APRIL 27, 2016 AT 7:00 P.M.**

1. Call to Order

President Moritz called the meeting to order at 7:02 PM

2. Roll Call

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

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Ramirez, Condotti, Kitajima

Others Present: Dave Richardson – RMC Water & Environment,
Larry Mosso

3. Communications from the Public: None

4. District Manager's Report

1) CIP Project:

- a) Belle Haven I (Eastside Triangle) is approximately 95% complete.
- b) Sausal Vista pump station pipeline, phase I PG&E conduit is installed and contractor working on punch list items. McGuire and Hester to begin Phase II. Break ground anticipated to be May 2016.
- c) Design for Butler Building and Marsh Road Liner nearly complete. Discussions with Town of Atherton to coordinate are in progress. Atherton's initial position is to do lining at night = significant increased cost. Mr. Kitajima may be able to provide updated information at Board meeting.

2) Affiliate Agency/Association News:

- a) **CWEA:** Annual Conference April 24-29, at Santa Clara Convention Center. April 29, Board invited to Awards luncheon.
- b) **CASA:** In response to WBSD request, CASA has started a Collection System Group.

3) Upcoming Events:

Board meetings: April 27 is Board member consideration – there are two applicants. Budget WorkShop May 4 @ 7pm. May 11 is SSC Public Hearing.

4) Misc/Action Items from Previous Meeting:

- a) **SSOs:** 1 SSO year to date.
- b) **SHGCC:** Contract work proceeding. Critical items of an agreement are being ironed out, i.e. cost sharing, O&M costs, guarantee of service etc. Bridge MOU (2nd amendment to existing MOU) may be presented for Board consideration in early May.
- c) **CMPK:** Successful MOU discussions on April 11. Discussion included potential for partnering on a Baylands RW facility and sharing in a Facilities plan.

5) **Resource Sharing:**

- a) **Town of Los Altos Hills:** Continuing cleaning and TV. Began GPS locating of MHs; proving difficult in some areas due to tree cover. SSO rate down.
- b) **Town of Woodside:** District assisting with Pump station rehabilitation planning.

5. **Consent Calendar**

- A. Approval of Minutes for Regular meeting April 13, 2016
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for April 27, 2016
- C. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – March 2016

Motion by: Dehn 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: Secretary Dehn made a motion to approve with discussion of Item 5B. She asked for clarification on Menlo Chevron charges and Ramirez explained vehicle maintenance was necessary due to City shop being backed up on service of vehicles.

6. **Consideration of Appointment to Fill Vacancy on District Board**

Motion by: _____ 2nd by: _____ Vote: AYE: _____ NAY: _____ Abstain: _____

Comments: President Moritz explained that two candidates expressed interest in the position. Treasurer Walker introduced the one candidate in attendance, Larry Mosso. Mr. Mosso presented a brief background of qualifications and answered questions from the Board. The other candidate George Otte is out of town on a family vacation. No vote taken. Board consensus was to continue this time until the next Board meeting.

7. **Consider Adoption of Resolution Approving an Agreement Between West Bay Sanitary District and the City of Menlo Park Regarding Provision of Recycled Water Service Within the Menlo Park Municipal Water District Service Area and Authorize The District Manager to Execute the Agreement**

Motion by: Dehn 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DC Condotti explained the background and need for this agreement. Agreement and resolution approved with changes.

8. Consideration of Authorizing the District Manager to Call for Bids for the Construction of New Metal Storage Building located at the Flow Equalization Facility

Motion by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: None

9. Consideration of Adopting Resolution Delineating Environmental Findings and Authorizing the District Manager to Call for Bids for the Belle Haven II Sewer Project

Motion by: Walker 2nd by: Thiele-Sardiña Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: None

10. Third Quarter Internal Financial Statements & Analysis of Financial Position as of Quarter End March 31, 2016

Comments: Board consensus was to accept this item.

11. Report: Update & Discussion on Recycled Water Project

Comments: Dave Richardson discussed the upcoming SOQ for the project and stated that a significant number of firms have shown interest in the project and we are hopeful that we will receive many SOQs.

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

Comments: Secretary Dehn reported that the next meeting will be held on April 28th.

13. Report & Discussion on Silicon Valley Clean Water (SVCW)

Comments: President Moritz reported that he presented the Board letter on CIP spending to the commission. He further reported that the SVCW budget was approved.

14. Closed Session – WBSD

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (1 case)
Significant exposure to litigation pursuant to Cal. Govt. Code §54956.9(b)
580 Middlefield Road, Menlo Park

Entered closed session at 8:20 p.m. Left closed session at 8:32 p.m.

Reportable action: None

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

Comments: None

16. Adjournment Time: The meeting was adjourned at 8:40 p.m.

/s/ Fran Dehn
Secretary