



*1902 - Serving Our Community for over 110 Years - 2018*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, JULY 11, 2018 AT 7:00 P.M.**

**1. Call to Order**

President pro tem Dehn called the meeting to order at 7:02 PM

**Roll Call**

BOARD MEMBERS PRESENT: Dehn (President pro-tem), Thiele-Sardiña,  
Walker (Secretary pro-tem), Otte

BOARD MEMBERS ABSENT: Moritz

STAFF MEMBERS PRESENT: Scott, Condotti

Others Present: Dave Richardson - Woodard & Curran

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

**3. Public Hearing: Consideration of Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for the Fiscal Year 2018/2019**

**Open Public Hearing:**

Motion by: Walker 2<sup>nd</sup> by: Otte Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: None

**Close Public Hearing:**

Motion by: Walker 2<sup>nd</sup> by: Otte Vote: AYE: 4 NAY: 0 Abstain: 0

**4. Consideration of Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for the Fiscal Year 2018/2019**

Motion by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: DM presented the report to the Board which outlined the sewer service charges for fiscal year 2018/2019.

## 5. District Manager's Report

### Comments:

#### 1. CIP Project:

- a) Belle Haven III CIP construction to begin late July or early August.
- b) Oak Grove sewer rehabilitation: DM Scott will have staff inspect traffic plates to make sure of a smooth transition while driving.

#### 2. Affiliate Agency/Association News:

- a) **County:** District Staff, District Counsel, County Staff and LAFCo are all reviewing a draft Lafco application, Resolutions and MOUs for transferring the Solid Waste Franchise to the County.
- b) **County Elections:** Candidate filing period is July 16-Aug. 10.
- c) **CASA:** Conference Aug. 7-10.
- d) **Save the Bay Nursey:** Project will start in August.

#### 3. Upcoming Events:

- a) **Board meetings:** Goals Luncheon and John Simonetti's Retirement July 10<sup>th</sup> at noon. July 25<sup>th</sup> meeting cancelled. Bd Mtg August 8 and August 22.
- b) **Movie Night:** District is sponsoring the City of Menlo Park movie night on August 10<sup>th</sup>.
- c) **Block Party:** District will have a booth for the Block Party on August 16.

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

- a) **SSOs:** Zero SSOs for June. Total 3 = 2018
- b) **LAH & TOW:** Staff is working on Amendments to maintenance agreements with Towns of Woodside and Los Altos Hills.
- c) **Water Truck:** DM presented update with photos on water truck restoration.
- d) **Local 350:** A meeting is scheduled in Aug. re: Janus vs AFSCME

## 6. Consent Calendar

- A. Approval of Minutes for Regular meeting June 27, 2018
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for July 11, 2018
- C. WBSD Operations and Maintenance Report – June 2018
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – June 2018
- E. Consideration of Resolution Authorizing President and Secretary of the District Board to Enter into Reimbursement Agreement Between the Chang Family and the West Bay Sanitary District

Motion by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

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

Comments: None

**7. Consider Adoption of Resolution Approving the Audited & Revised Sewer System Management Plan (SSMP) and Authorizing Re-Certification of Same for 2018**

Motion by: Otte 2<sup>nd</sup> by: Walker Vote: AYE:4 NAY:0 Abstain: 0

Comments: DM Scott presented the highlights of the revised Sewer System Management Plan to the Board.

**8. Consider Establishing a District Commuter Benefit Program**

Motion by: Otte 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE:4 NAY:0 Abstain: 0

Comments: DM Scott presented to the Board various options to select. Board consensus was to approve commuter benefit program as described as a pilot program to expire June 30, 2019 and authorize the District Manager to implement the specified program and direct the District Manager to bring information and options to the Board at a future Board meeting regarding the use of electric bicycles. President pro tem Dehn stated that she believes the Menlo Park traffic problem is not solely related to Facebook and there are other factors. Staff report was modified accordingly.

**9. Consider Adoption of Resolution to Approve Amendment #5 to the Agreement for Root Foaming Services with Duke's Root Control Inc., and Authorize the District Manager to Execute Said Amendment**

Motion by: Otte 2<sup>nd</sup> by: Walker Vote: AYE:4 NAY:0 Abstain: 0

Comments: DM Scott reported that the contract price stays the same as previous years.

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

Comments: DM Scott reported there will be a meeting with the City of Menlo Park on July 17 to discuss the encroachment permit plan for the Sharon Heights project. Dave Richardson of Woodard Curran presented an update, results and options on the Bayfront Feasibility Study. He reported three alternatives have been identified for non-potable water. Alternative A (East Menlo Park Bayfront area) is the most cost effective and there is demand from Connect Menlo. Many potential customers in Alternatives B (Willow Road) and C (into Downtown Menlo Park area) use groundwater for irrigation. Alternative C has the lowest demand and longest pipe needed. Possible customers for the Connect Menlo area in Alternative A could include Cal Trans and Mid-Peninsula High School. The Board reviewed and commented on the update of the Bayfront Feasibility Study and compared all the alternatives. Board consensus was the best option is Alternative A and directed DM to move forward with the Bayfront Feasibility Study.

**11. Report, Discussion & Direction on South Bayside Waste Management Authority (SBWMA)**

Comments: President pro tem Dehn reported that there will be no July or August SBWMA meetings. At the last meeting the budget was approved, there was discussion on a tipping fee increase, and the modified household battery collection will relaunch on September 3 including significant public outreach. Amendment #1 to the re-stated franchise agreement is pending approval. DM Scott reported the District's re-stated franchise agreement is awaiting final signature pending suggested language changes. DM Scott reported the County of San Mateo has proposed an effective date for the District divestiture of its solid waste franchise for January 1, 2020. The Board gave direction to proceed with divestiture effective January 1, 2020.

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

Comments: Director Otte reported that on the CIP construction contracts and some minor change orders. The new SVCW Manager candidate Teresa Herrera will be considered at the July 11 meeting and the employment agreement will be considered on August 23.

**13. Closed Session**

- A. CONFERENCE WITH LABOR NEGOTIATORS  
Agency Designated Negotiators: Board President/District Counsel  
Unrepresented Employee: District Manager  
(Government Code §54957.6)
- 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.* – SMCS Case No. 18CIV02183

Entered closed session at 9:24p.m. Left closed session at 9:45 p.m.

Reportable action: None

**14. Consideration of Resolution Authorizing the President and Secretary of the District Board Enter into Employment Agreement Between the West Bay Sanitary District And Phil Scott (District Manager)**

Motion by: Thiele-Sardiña 2<sup>nd</sup> by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: Director Thiele-Sardiña motioned to approve resolution and to amend section 4F of the employment agreement to delete the words “and commuting” from the caption.

**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 9:48 PM

/s/ Fran Dehn  
Secretary