



*1902 - Serving Our Community for over 110 Years - 2019*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, APRIL 24, 2019 AT 7:00 P.M.**

**1. Call to Order**

President Pro-Tem Otte called the meeting to order at 7:01 PM

**Roll Call**

BOARD MEMBERS PRESENT: Otte (President Pro Tem), Thiele-Sardiña, Walker (Secretary Pro Tem) , Moritz

BOARD MEMBERS ABSENT: Dehn

STAFF MEMBERS PRESENT: Scott, Condotti, Sturman

Others Present: Rick Simonson and John Farnkopf – HF&H

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

**3. Public Hearing: Consideration of Proposed Increase in Sewer Service Charges for Fiscal Year 2019/20**

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

Comments: Rick Simonson presented the final Rate Study to the Board.

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

**4. Consideration of a General Regulation Amending the Code of General Regulations and Establishing Sewer Service Charges for Fiscal Year 2019/20**

Comments: None

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

**5. Consent Public Hearings**

A. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Vingiello (35 Sioux Way, Portola Valley)

B. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Schroeder (305 Golden Oak Drive, Portola Valley)

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

Comments: None.

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

## 6. Consent Calendar

- A. Approval of Minutes for Regular meeting April 10, 2019
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for April 24, 2019
- C. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 35 Sioux Way, Portola Valley (077-310-110), Lands of Vingiello
- D. Consideration of 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 Vingiello (35 Sioux Way, Portola Valley)
- E. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 305 Golden Oak Drive, Portola Valley (079-102-030), Lands of Schroeder
- F. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 305 Golden Oak Drive, Portola Valley
- G. Consideration of 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 Schroeder (305 Golden Oak Drive, Portola Valley)
- H. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 41 Sargent Lane, Woodside (073-141-090) Lands of Judd
- I. Consideration of Authorizing the District Manager to Issue the Class 3 Permit for the Sewer Main Construction on Santa Cruz Avenue and Merrill Street, Menlo Park, CA
- J. Consider to Ratify and Approve Report on District's Investment Portfolio Including the Transactions of Assets Described Therein as of 3/31/19
- K. Consideration of Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1057 for the Construction of Wastewater Facilities for the Alma Station Development at 1010 Alma Street, Menlo Park, California
- L. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 191 Meadowood Drive, Portola Valley

Motion to Approve by: Moritz 2<sup>nd</sup> by: Thiele-Sardiña

Vote: AYE: 4 NAY: 0 Abstain: 0

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

Comments: None.

### 7. District Manager's Report

Comments:

#### 1) CIP Project:

- a. **Belle Haven III:** CIP construction began July 23, is now 95% complete. Project ran into Whiskey Hill geo-formation which is very poor and runny soil. Reduced scope of project slightly to mitigate costs.
- b. **FERRF Metal Storage Building Update:** Construction delayed awaiting revised soils report for City submittal.
- c. **Alpine Road Pipeline Replacement Project Update:** Construction progressing along Alpine near Creek Park Drive.
- d. **FERRF Levee Project:** Scheduling a meeting with Army Corp and Regional Board to discuss the strip of CMPK land between FERRF and Bay and whether sheet piling will be acceptable.

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

- a. **SLAC:** Finalizing the last items of SLAC's discharge permit implementation plan including a timeline for providing for time-delay discharge to avoid excessive salts introduced in the recycled water facility's process. Implementation plan should be issued within 1 week.
- b. **Facebook ORTP:** A draft provisional Discharge permit has been written and is being reviewed for Facebook for their Onsite Reuse Treatment Plant. Cannot issue the provisional permit until the State has fully permitted operation of the plant.
- c. **SVCW:** Updated Presentation by SVCW staff on April 10 has led to a Board decision to defer initial payment of WIFIA Loan financing for 4 years.
- d. **Belle Haven Spring Fair:** April 27. Staff will man a booth for public outreach.

#### 3) Upcoming Events:

- a. **Board meetings:** Budget workshop = 5 pm May 8 and regular meeting May 8 7pm.
- b. **Union Negotiations:** Second meeting scheduled for May 16.

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

- a. **SSOs:** One SSO for April. 2019 Total = 3.
- b. **10 Coyote Hill, PV:** Geotech firm through F&L Engineering performed soil boring March 29<sup>th</sup>, to help determine cause of erosion on hillside within District easement, document and develop engineering plan for remediation. Awaiting results.
- c. **Santa Cruz Ave. CIP –** This project will be scheduled for construction in 2025.

**8. Consider to Approve Policy and Guidelines for Relocation Expense Reimbursement**

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

Comments: DM Scott presented the draft policy with the Board's comments incorporated from a previous meeting.

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

Comments: DM Scott presented aerial video of the project to the Board. He reported that the District has received \$1.1M in State funds for the project. He reported the SFPUC permit is in process and Caltrans water use agreement is proceeding and preliminary work on the IRWM grant application has begun.

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

Comments: DM Scott reported that on May 8 Joe La Mariana and SBWMA will be making a presentation on financing of the bonds and the Board will be requested to vote on May 22.

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

Comments: President Pro Tem Otte reported on the approval of the fiscal year 2019/20 budget. An on-site leak was discovered in effluent pipe of treated wastewater and a cost is being determined for the repair.

**12. Closed Session**

- A. CONFERENCE WITH LABOR NEGOTIATORS  
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives: District Manager, Legal Counsel, IEDA  
Employee Organization: Exempt Employees, Unrepresented Employees, & Teamsters Local 350
- 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.* – SM CSC  
Case No. 18CIV02183

Entered closed session at 8:01 p.m. Left closed session at 8:12 p.m.

Reportable action: No Reportable Action

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

Comments: Treasurer Thiele-Sardiña would like an update on the Alpine Road CIP at the next Board meeting.

**14. Adjournment Time:** The meeting was adjourned at 8:13 PM

/s/ George Otte  
Secretary