



1902 - Serving Our Community for over 110 Years - 2020

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, MAY 27, 2020 AT 7:00 P.M.**

1. Call to Order

President Dehn called the meeting to order at 7:00 PM

Roll Call

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

BOARD MEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: Scott, Condotti by Zoom, Ramirez

Others Present: Dave Richardson (W&C) and Greg Vontz (SHGCC) both by Zoom

2. Communications from the Public: None.

3. Consider to Approve the Final Acceptance (Notice of Completion) for the Construction of the Recycled Water Project – Sharon Heights and Authorize the District Manager to Issue a Final Acceptance Letter and Commence the Short Term Operations by Anderson Pacific Engineering Construction per the Design Build and Short Term Operations Agreement

Motion to Approve Option 2 by: Sardina 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: DM Scott outlined two options for the Board to consider for this item: 1) Issue letter of acceptance, waive minor deficiencies and pay O&M charges until Operation permit is issued; 2) Issue non-approval acceptance letter, cite deficiencies and no evidence of compliance which may result in possible claim for delay by design-build contractor. Board consensus was to approve option 2 that includes the deficiencies in a letter.

4. District Manager's Report

1) Comments: **CIP Project:**

a. **Design work continuing on FERRF Levee Improvement and 2020 CIP**

b. **Cleaning/TVing Large Diameter lines:** Crews are working on cleaning and televising the large diameter sewer lines; finding substantial amounts of grit. 36" on Sand Hill Road completed.

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

a. **CMPK:** Building permits for Metal Building at FERRF are on hold by City.

3) **Upcoming Events:**

a. **Board meetings:** Regular Board meeting June 10.

- b. **Water Quality Supervisor:** Started on May 18.
 - c. **NOP Meeting:** June 3 will be Notice to Proceed meeting FERRF Levee Improvements and Recycled Water Facility Project.
- 4) **Misc./Action Items from Previous Meeting:**
- a. **SSOs:** Zero SSO for April. 2020 Total = 0. 12 months in a row w/o SSO.
 - b. **LAH:** Zero SSO for April. 1 SSO in 2020.

5. Consent Calendar

Motion to Approve by: Moritz 2nd by: Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None.

- A. Approval of Minutes for Special meeting May 13, 2020
- B. Approval of Minutes for Regular meeting May 13, 2020
- C. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for May 27, 2020
- D. Bank of the West Monthly Investment Portfolio Statements
- E. Consideration of Authorizing the District Manager to Consent to the Abandonment of Right-of-Way at Alto Lane, Menlo Park
- F. Consideration of Authorizing the District Manager to Issue the Class 3 Permit for the Sewer Main Replacement on El Camino Real, Menlo Park, CA
- G. Consideration of Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1052 for Sewer Main Replacement for the Development Project at 100 & 200 Independence Drive, Menlo Park (Known as Menlo Gateway Phase I) Pg. 5G-1

6. Consideration of Establishing Date and Time of Public Hearing to Consider Annual Sewer Service Charge Report for Tax Roll for Fiscal Year 2020/2021

Motion to Approve for a Public Hearing on July 8, 2020, by: Sardina 2nd by: Moritz
Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: Secretary Walker was given a draft report for review.

7. May 27th Update on District's Corona Virus

Comments: DM Scott reported the office is now open on Tuesday and Thursdays with social distancing stickers on floor and shields on the front counter with additional notices posted about social distancing. Signs in restrooms for customers to wipe down after use and do not flush the wipes have been posted. Maintenance staff will continue work from satellite office and at the District's corporation yard. Maintenance staff has returned to normal day schedule.

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

Comments: DM Scott reported that the ribbon cutting has been postponed due to COVID 19 requirements and a new date will be determined later.

9. Consider Ratification of W&C Water Environment Consultant Agreement for Preparation of State Revolving Fund Application for the Recycled Water Project

Motion to Approve by: Otte 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: DM Scott reported that the SRF loan application for the Bayfront Recycled Water Project provides an opportunity to receive funds from a federal stimulus package. Dave Richardson of W&C said he believes the project will score well and has a green environmental aspect that will help with the horizontal levee. He said this agreement will help assure enough finances for the project when it moves forward.

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

Comments: President Dehn reported the next meeting will be on May 28.

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

Comments: None.

12. Closed Session

Entered closed session at 8:08 p.m. Left closed session at 8:18 p.m.

Reportable action: None.

- A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives: Board President/Legal Counsel
Unrepresented Employee: District Manager
- B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)
Chan, Moreno, Vestnys, Pebbles v. WBSD – San Mateo County Court Case No. 19CIV07567
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Cal. Govt. Code §54956.9(d))

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

Comments: Future items include final acceptance of Sharon Heights Recycled Water Project and resolution on DM transition coach.

14. Adjournment Time: The meeting was adjourned at 8:19 PM

/s/ David Walker
Secretary