

*1902 - Serving Our Community for over 115 Years - 2021*  
WEST BAY SANITARY DISTRICT  
AGENDA OF BUSINESS  
REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, DECEMBER 8, 2021 AT 7:00 P.M.  
RONALD W. SHEPHERD ADMINISTRATION BUILDING,  
500 LAUREL STREET, MENLO PARK, CALIFORNIA 94025

**Board Members**

Fran Dehn, President  
David Walker, Secretary  
Roy Thiele-Sardiña, Treasurer  
Edward P. Moritz, Member  
George Otte, Member

**District Manager**

Sergio Ramirez

**District Legal Counsel**

Anthony Condotti, Esq.

**AGENDA OF BUSINESS**

**NOTICE OF PUBLIC PARTICIPATION BY TELECONFERENCE or ZOOM ONLY**

Pursuant to California Assembly Bill 361, members of the West Bay Sanitary District Board of Directors and Staff may participate in this meeting via a teleconference. In the interest of reducing the spread of COVID- 19, members of the public are allowed to participate telephonically only, and may submit comments in advance by email addressed to [treese@westbaysanitary.org](mailto:treese@westbaysanitary.org) by 4:00 p.m. on Wednesday, December 8<sup>th</sup>.

To participate by telephone or Zoom meeting, public comments can be made by joining Zoom meeting at:

<https://us06web.zoom.us/j/84425104056?pwd=NzINWUVrSC84T1V6L05YeIREbGtRQT09> Meeting ID: 844 2510 4056 Passcode: 203810 or 1-669-900-6833 Meeting ID: 844 2510 4056 Passcode: 203810

Or by phone, call: 1-669-900-6833 Meeting ID: 844 2510 4056 Passcode: 203810

Following receipt of public comment and open session items, the Board will adjourn to closed session. Reportable action, if any, will be available upon inquiry within twenty-four (24) hours.

***NOTE: The Board may take action on any agendized item unless specifically designated a “discussion” item or a “report.”***

1. Call to Order and Roll Call
2. Communications from the Public
3. Public Hearing: Consideration of Proposed Solid Waste/Recycling Collection Rates for the Year 2022 Pg. 3-1
4. Consider Resolution to Approve Solid Waste/Recycling Collection Rates Effective January 1, 2022, and adoption of the rates for “Rates for Other Services” Pg. 4-1

5. Consider a General Regulation Amending the Code of General Regulations to Add Section 303 to Article III, Adopting and Incorporating a Mandatory Organic Waste Disposal Reduction Ordinance by Reference as Appendix “A” to the Code of General Regulations to Comply with Senate Bill (SB) 1383, *California’s Short-Lived Climate Pollutants Reduction Act (2016)*, and to Add Section 1004(f) to Article X to Establish the County of San Mateo’s Enforcement Authority for Edible Food Recovery Pursuant to the Mandatory Organic Waste Disposal Reduction Ordinance Pg. 5-1
6. Consider Resolution Approving the Implementation of SB 1383 Memorandum of Understanding (MOU) with the South Bayside Waste Management Authority (SBWMA) Pg. 6-1
7. Consider Resolution Approving Memorandum of Understanding (MOU) with San Mateo County Office of Sustainability for Implementation of Senate Bill (SB) 1383 Compliant Edible Food Recovery Program Pg. 7-1
8. Discussion and Acceptance of the HF&H Recycled Water Financial Plan for the Bayfront Recycled Water Facility Pg. 8-1
9. Consider Resolution Authorizing District Manager to Submit a Clean Water State Revolving Fund Application for the “Avy Altschul Pump Station” and Approve the Reimbursement Resolution to Manage the Funding if Awarded Pg. 9-1
10. Consent Calendar

*Matters listed under this item are considered routine and will be enacted by one motion. The motion, seconds, and vote are applicable to any included resolutions and recorded accordingly. There will be no separate discussion of these items unless specifically requested by a member of the Board.*

  - A. Approval of Minutes for Regular meeting November 10, 2021 Pg. 10A-1
  - B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru November 30, 2021 Pg. 10B-1
  - C. WBSD Operations and Maintenance Report – November 2021 Pg. 10C-1
  - D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – November 2021 Pg. 10D-1
  - E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – November 2021 Pg. 10E-1
  - F. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 160 Fawn Lane, Portola Valley Pg. 10F-1
  - G. Consider Resolution Accepting Deed of Easement Pursuant to Class 3 Sewer Permit No. 1131 for the Construction of Wastewater Facilities for 20 Navajo Pl, Portola Valley, California Pg. 10G-1
  - H. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1131 for the Construction of Wastewater Facilities for 20 Navajo Place, Portola Valley, California Pg. 10H
  - I. Consider Authorizing the District Manager to Issue Class 3 Sewer Permit No. 1607 for the Construction of Wastewater Facilities for 4 Navajo Pl, Portola Valley, California Pg. 10I-1

- J. Consider Authorizing the District Manager to Issue Class 3 Sewer Permit No. 1613 for the Construction of Wastewater Facilities for 305 Cervantes Rd, Portola Valley, California Pg. 10J-1
  - K. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361 Pg. 10K-1
11. District Manager's Report Pg. 11-1
  12. Consider Adopting the District's Audited Financial Statements for the Year Ended June 30, 2021 Pg. 12-1
  13. Consider a General Regulation Amending the Code of General Regulations for the adoption of Updated Silicon Valley Clean Water Local Limits to be Included in the West Bay Sanitary District Code of General Regulations Pg. 13-1
  14. Consider Resolution to Elect to the District Board, President, and Secretary, and Appoint a Treasurer and Consider Appointment of Committee Appointees and Alternates Pg. 14-1
  15. December 8<sup>th</sup> Update Report on District Response to Corona Virus Pg. 15-1
  16. Discussion and Direction on Sharon Heights Recycled Water Plant Pg. 16-1
  17. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 17-1
  18. Report and Discussion on South Bayside Waste Management Authority (SBWMA) Pg. 18-1
  19. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 19-1
  20. Closed Session
    - A. CONF. WITH LABOR NEGOTIATORS (Cal. Govt. Code § 54957.6)  
Agency designated representatives: District Manager/Legal Counsel  
Represented, Unrepresented & Exempt employees
    - B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH LABOR NEGOTIATORS  
Agency designated representatives: Board President/Legal Counsel  
Unrepresented employee: District Manager
    - C. 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
  21. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda
  22. Adjournment

The West Bay Sanitary District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 321-0384 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.