



*1902 - Serving Our Community for over 115 Years - 2022*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, APRIL 13, 2022 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: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Condotti by Zoom

Others Present: Dave Richardson – Woodward & Curran

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

**3. Consent Calendar**

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

Discussion/Comments: None.

- A. Approval of Minutes for Regular Meeting March 23, 2022
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru March 31, 2022
- C. WBSD Operations and Maintenance Report – March 2022
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – March 2022
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – March 2022
- F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361
- G. Consider Authorizing the District Manager to Issue the Class 3 Permits for the Sewer Main Improvements for 180 & 186 Constitution Drive and 141 Jefferson Drive, Menlo Park, CA

Motion to Approve by: Walker 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

#### **4. District Manager's Report**

Discussion/Comments: District Manager Ramirez reported that the Bayfront Entrance Improvement Project has gone out for bids. Bid opening will be May 11, 2022. He continued to report the new ADP payroll system will roll out by June. He reported the new Entry Level Driver Training (ELDT) requirement is now in effect and all new commercial drivers will need to receive the training. District Manager Ramirez continued to report there are 112 high frequency pipe segments that are in need of repair. He also reported staff is currently working on the FY 2022/23 budget in which a draft will be presented at the May 11, 2022 Budget Workshop. He also reported that the National Fish and Wildlife Foundation has awarded an additional \$1M grant for the Ecotone Levee Project. The complete District Manager's written report is in the April 13, 2022 agenda packet.

#### **5. Presentation by Woodward & Curran on Bayfront Recycled Water to Menlo Park City Council**

Discussion/Comments: Dave Richardson of Woodward & Curran presented a PowerPoint to the District Board for an upcoming Menlo Park City Council meeting.

#### **6. Discussion, Direction, and Consider Approval of Updated Strategic Goals Plan**

Motion to Approve by: Moritz 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain 0

Discussion/Comments: District Manager Ramirez reported the Strategic Plan Committee met to update several sections of the plan. Updates included moving Organization Health and Personnel to number one from number 5 and adding water reclamation goals including pipeline distribution goals.

#### **7. Consider to Accept the District's 2021 Performance Measurement Report**

Motion to Approve by: Thiele-Sardiña 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain 0

Discussion/Comments: District Manager Ramirez reported a vast majority of measures rated satisfactory or above. He also reported there were no Category 1 Sanitary Sewer Overflows (SSOs) in 2021. The Board provided positive feedback on the report and to staff for its preparation.

#### **8. Report and Discussion on Sharon Heights Recycled Water Plant**

Discussion/Comments: District Manager Ramirez reported the draft of the solar power purchase agreement is being reviewed and prepared by the District's legal counsel. He also reported the West Bay/Sharon Heights Recycled Water Plant 2021 final accounting true-up was invoiced for approximately \$57,000.

**9. Discussion and Direction on Bayfront Recycled Water Project and Status Update**

Discussion/Comments: District Manager Ramirez reported the District response to the United States Army Corp of Engineers (USACE) and Friends of Bedwell Bayfront Park has been submitted. He also reported the District is coordinating with National Fish and Wildlife Foundation on construction reimbursement agreements. He continued to report that Signature Group with the Willow Village Project has expressed desire to participate in the contributions in aid of construction for the proposed Bayfront Recycled Water Facility. The project's memorandum of understanding is being finalized.

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

Discussion/Comments: President Dehn reported on the Legislative Meeting which included upcoming California Senate Bills on battery disposal in order to help prevent fires.

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

Discussion/Comments: Director Otte reported that chemical costs have increased the budget by approximately \$150,000 for the SVCW plant.

**12. Closed Session**

Entered closed session at 8:59 p.m. Left closed session at 9:08 p.m.

- A. CONFERENCE WITH LABOR NEGOTIATORS  
(Cal. Govt. Code §54957.6)  
Agency Designated Representative: District Manager  
Unrepresented Employees: Unrepresented Employee

Reportable action: None.

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

Discussion/Comments: Upcoming items to include discussion on Portola Valley reimbursement agreements on May 11. Other items to include root foam study and discussion on a response to the environmental impact review for 1350 Adams Court.

**14. Adjournment Time:** The meeting was adjourned at 9:15 PM

/s/ David A. Walker  
Secretary