



*1902 - Serving Our Community for 120 Years - 2022*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, AUGUST 10, 2022 AT 7:00 P.M.**

**1. Call to Order**

President Dehn called the meeting to order at 7:01PM

**Roll Call**

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz

BOARD MEMBERS ABSENT: Director Otte

STAFF MEMBERS PRESENT: Ramirez, Condotti by Zoom

Others Present: Eileen McLaughlin - CCCR

**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 July 13, 2022
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru July 31, 2022
- C. WBSD Operations and Maintenance Report – July 2022
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – July 2022
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – July 2022
- F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361
- G. Consider to Approve Resolution of Intention to Annex Certain Territory (1195 Westridge Drive, Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing
- H. Consider Approving District Treasury Report Fourth Quarter FY 2021-22
- I. Bank of the West Monthly Investment Portfolio Statements

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

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

Discussion/Comments: General Manager Ramirez reported that the candidate filing period for the November 2022 election began on July 18 for both San Mateo and Santa Clara Counties. He also reported the District will be a sponsor of the August 19<sup>th</sup> Menlo Park concert series at Belle Haven School and Tour de Menlo on September 17<sup>th</sup>. He continued to report the recruitment will begin for the Associate Engineer position. General Manager Ramirez informed the Board that the recycled water MOU will be considered in August at the City of Menlo Park City Council meeting. He also discussed about an easement encroachment in Atherton where a developer damaged a District sewer main near Walsh Road. General Manager Ramirez reminded the Board the next Board meeting is scheduled for September 14<sup>th</sup>. The complete General Manager's written report is in the August 10, 2022 agenda packet.

#### 5. **Consider Approval of Contract Change Order No. 2 to Aztec Consultants, Inc. for the New Metal Storage Building Project in Menlo Park, CA**

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

Discussion/Comments: None.

#### 6. **Consider Accepting Work by Aztec Consultants, Inc. for the New Metal Storage Building Project and Authorizing General Manager to File the Notice of Completion**

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

Discussion/Comments: None.

#### 7. **Consider Authorizing the General Manager to Reissue the Call for Bids for the Bayfront Park Sanitary Sewer Improvement Project**

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

Discussion/Comments: General Manager Ramirez reported the previous bid for this project was rejected by the Board and that staff made some changes to the project by loosening some restrictions to make the project more appealing to contractors. The Board agreed and approved putting the project back out to bid.

#### 8. **August 10<sup>th</sup>, 2022 Update Report on District Response to Corona Virus**

Discussion/Comments: General Manager Ramirez reported that training was conducted on August 1<sup>st</sup> with staff on the revised COVID-19 policy. The revised policy includes the requirement for an employee to test 48 hours after traveling out of state.

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

Discussion/Comments: General Manager Ramirez reported that the plant treated 9.6 million gallons a day (MGD) and delivered 8.1 MGD in July. Potable water was used the last few days in July by the golf course to fill their pond. He also reported on the July 12<sup>th</sup> meeting with Sharon Heights Golf & Country Club and the District's Recycled Water Committee.

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

Discussion/Comments: General Manager Ramirez reported that permitting is underway with the Army Corp. He also reported that according to the State, SRF funding information for the facility should be available in late August.

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

Discussion/Comments: None.

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

Discussion/Comments: None.

**13. Closed Session**

Entered closed session at 7:48 p.m. Left closed session at 7:55 p.m.

A. 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.* –  
SMCSC Case No. 18CIV02183

Reportable action: None.

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

Discussion/Comments: None.

**15. Adjournment Time:** The meeting was adjourned at 7:55 PM

/s/ David A. Walker  
Secretary