

1902 - Serving Our Community for 120 Years - 2022
WEST BAY SANITARY DISTRICT
AGENDA OF BUSINESS
REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, SEPTEMBER 14, 2022 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

General Manager

Sergio Ramirez

District General 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 by 4:00 p.m. on Wednesday, September 14th.

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

<https://us06web.zoom.us/j/81737636141?pwd=WkZRUzcza01TdDltUm56ZGYrY2dYQT09>

Meeting ID: 817 3763 6141 Passcode: 231416

Or by phone, call: 1-669-900-6833 Meeting ID: 817 3763 6141 Passcode: 231416

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. 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 August 10, 2022 Pg. 3A-1
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru August 31, 2022 Pg. 3B-1
- C. WBSD Operations and Maintenance Report – August 2022 Pg. 3C-1
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – August 2022 Pg. 3D-1

- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – August 2022 Pg. 3E-1
 - F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361 Pg. 3F-1
 - G. Consider to Approve Resolution of Intention to Annex Certain Territory (0 Alpine Road, Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing Pg. 3G-1
 - H. Consider to Approve Resolution of Intention to Annex Certain Territory (20 Shoshone Place, Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing Pg. 3H-1
4. General Manager's Report Pg. 4-1
 5. Consider Approving Investment Policy and Resolution Pg. 5-1
 6. Consider Approving Purchase Card Policy Pg. 6-1
 7. Consider Adopting Resolution Recognizing the Achievement of a Five Years Safety Record Without a Lost Time Accident by West Bay Sanitary District Employees Pg. 7-1
 8. Presentation and Direction on District Performance Merit Pay Program for FY 2022/2023 Pg. 8-1
 9. Consider Authorizing General Manager to Enter into a Purchase Order Agreement with Owen Equipment for a Vactor 2100i Hydro-Jet/Vacuum Combination Sewer Cleaning Unit Pg. 9-1
 10. Consider Authorizing General Manager to Extend the Agreement for On-Call Engineering Staff Augmentation Services with Freyer & Laureta, Inc. Pg. 10-1
 11. Consider Authorizing General Manager to Execute the Agreement for Engineering Services from Freyer & Laureta, Inc. for the Permitting and Agency Coordination for the Flow Equalization & Resource Recovery Facility Levee Improvement Project Pg. 11-1
 12. Consider Authorizing the General Manager to Accept a Proposal from Precision Engineering to Perform an Emergency Sewer Replacement in Linfield Oaks, Menlo Park Pg. 12-2
 13. Consider Authorizing the General Manager to Accept a Proposal from Precision Engineering to Perform an Emergency Sewer Replacement in Bay Shore Park, East Palo Alto Pg. 13-1
 14. Discussion and Direction on Sharon Heights Recycled Water Plant Pg. 14-1
 15. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 15-1
 16. Report and Discussion on South Bayside Waste Management Authority (SBWMA) Pg. 16-1
 17. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 17-1

18. Closed Session:

A. Public Employee Discipline/Dismissal/Release (Government Code §54957)

B. LIABILITY CLAIMS

No. of Cases: 1

Claimant: Albano

Claim Against: West Bay Sanitary District

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

20. 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.