



1902 - Serving Our Community for over 115 Years - 2022

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, OCTOBER 26, 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

BOARD MEMBERS ABSENT: Director Otte

STAFF MEMBERS PRESENT: Ramirez, Fisher, and Condotti by Zoom

Others Present:

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 October 12, 2022

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported flow monitoring is to begin in November. He reported the District is considering Engineering Data Software Inc. as a new tax roll billing system to replace the much older Computer Optimization of Sewer Maintenance Operations (COSMO) program. He also reported there was a Master Plan pre-proposal meeting on October 17th and bids are due on November 18th. General Manager Ramirez reported the Ravenswood Project would begin on Friday. He also informed the Board the District will sponsor a booth at the Halloween Hoopla on October 29th as part of our outreach efforts. He continued to report that the next Board meetings will be held on November 9th and that the Board should consider canceling the November 23rd Regular Board Meeting. It was also announced that the Thanksgiving Lunch will be held on November 8th and the Holiday luncheon on December 8th. Lastly, General Manager Ramirez reported the annual Almanac Newsletter is scheduled for December 9th and will coincide with the District's 120th anniversary on December 10th. The complete General Manager's written report is in the October 26, 2022 agenda packet.

5. Consideration to Award Bayfront Park Sanitary Sewer Improvement Project to Ranger Pipelines

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported a total of five bids were received ranging from \$3.1M to \$5.5M. The apparent low bidder was Ranger Pipelines at \$3.1M

6. Consider Approving Proposal and Authorize the General Manager to Enter Into an Agreement for On-Call Construction Consultation Services with Freyer & Laureta, Inc. (F&L) for the Bayfront Park Sanitary Sewer Improvement Project

Motion to Approve by: Walker 2nd by: Thiele-Sardina Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: None.

7. Consider Approving District Treasury Report First Quarter Fiscal Year 2022-23

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: Finance Manager Fisher gave a report to the Board describing the 1st quarter fiscal year 2022-23 Treasury Report. General Manager Ramirez reported the Finance Committee will meet in November to review the draft audit.

8. Consider Approving Purchase of a 2022 Ford Mach E to replace Vehicle Unit No. 201 assigned to the General Manager

Motion to Approve by: Moritz 2nd by: Thiele-Sardina Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the Board previously approved a lease for the General Manager's vehicle replacement at \$735 per month. Ford financing offered a lease at \$1,364 per month, with a 7.9% interest rate. The total amount paid would be \$65,472 after 4 years. However, if the vehicle was purchased outright the total amount would be \$56,706.16. The Board approved the outright purchase saving the District \$8,765.84 in interest.

9. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported that an appraisal of the easement property for the Avy/Altschul Pump Station is underway.

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

Discussion/Comments: General Manager Ramirez reported the Army Corps is finalizing the permit. He further reported the City of Menlo Park is scheduled to consider the recycled water MOU in November.

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

Discussion/Comments: President Dehn reported there will be a SBWMA Board meeting on October 27th to discuss the budget and the meeting to consider approval of the 2023 budget will be in November.

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

Discussion/Comments: None.

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

Discussion/Comments: President Dehn requested a study session on the District's IT software programs. Treasurer Thiele-Sardina requested a breakdown of costs for the Levee Improvement Project and Bayfront Recycled Water Facility.

14. Adjournment Time: The meeting was adjourned at 8:06 PM

/s/ David A. Walker
Secretary