



1902 - Serving Our Community for over 115 Years - 2022

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, NOVEMBER 9, 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, Reese, Fisher, and General Counsel Condotti by Zoom

Others Present: Thomas Barker, Ron Code – EDS, Rich Laureta – Freyer & Laureta, Eileen McLaughlin - CCCR

2. Communications from the Public: None.

3. Public Hearing - Annexing Certain Territory within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Pistol & Khorsand (0 Alpine Road, Palo Alto)

Motion to Open by: Moritz 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None

Motion to Close by: Moritz 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

4. Consider Adopting Resolution Ordering Annexation of Certain Parcels in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board – Lands of Pistol & Khorsand (0 Alpine Road, Palo Alto)

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

5. Public Hearing - Annexing Certain Territory within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Davidson (20 Shoshone Place, Portola Valley)

Motion to Open by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

Motion to Close by: Moritz 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

6. Consider Adopting Resolution Ordering Annexation of Certain Parcels in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board – Lands of Davidson (20 Shoshone Place, Portola Valley)

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

7. Consent Calendar

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

- A. Approval of Minutes for Regular Meeting October 26, 2022
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru October 31, 2022
- C. WBSD Operations and Maintenance Report – October 2022
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – October 2022
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – October 2022
- F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361
- G. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the Santa Clara County Local Agency Formation Commission – 0 Alpine Road, Palo Alto, Lands of Pistol & Khorsand
- H. Consideration of Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 20 Shoshone Place, Portola Valley, Lands of Davidson
- I. Consider Authorizing the General Manager to Issue the Class 3 Permit for the Sewer Realignment Required for 358 Walsh Road, Atherton and Ratify Authorizing the General Manager to Execute an Agreement with Pacific Peninsula Group
- J. Bank of the West Monthly Investment Portfolio Statements Pg. 7J-1

Motion to Approve by: Moritz 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

8. General Manager's Report

Discussion/Comments: General Manager Ramirez reported flow monitoring is to begin in November. He reported 2023 Master Plan proposals are due November 18th. He also reported the Ravenswood Road pipe replacement project is underway and the Alberní Easement project will be next. The Bayfront Park Sewer Improvements project has been awarded to Ranger Pipeline. He also informed the Board recruitments for Project Manager and Associate Engineer are underway. He continued to report that Recology returned the 2021 overage in the amount of approximately \$200,000. General Manager Ramirez reported the District's booth at the recent Halloween Hoopla event was a great success. He continued to report that the next Board meeting will be held on December 14th and that the Board should consider cancelling the November 23th meeting. He reminded the Board 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 November 9th, 2022 agenda packet.

9. Presentation and Discussion on the Parcel Management System by Engineering Data Software for the San Mateo County Tax Roll

Discussion/Comments: Thomas Barker and Ron Code of Engineering Data Software (EDS) gave a presentation on their Parcel Management System for the San Mateo County Tax Roll sewer service charges. General Manager Ramirez reported the new system would replace the District's outdated COSMO database and the Utility Management Solution software with a more user friendly system and EDS would provide their software to coordinate with the County of San Mateo's Assessor's Office on an annual basis. Board consensus was to move ahead with implementing the software pending an agreement.

10. Presentation and Discussion on the Levee Improvements and Bayfront Recycled Water Facility Funding

Discussion/Comments: Rich Laureta and Dave Richardson gave an update on the Ecotone Levee, Bayfront Recycled Water Project, and the schedule for the projects. They reported the Levee Project received a grant from the National Fish & Wildlife Foundation (NFWF) in the amount of \$4,884,112 matching contribution by the District will need to be \$5,487,578. The total levee estimated cost is \$14,875,000 and it's anticipated bid opening in March/April 2023. The Bayfront Recycled Water Project construction cost are estimated between \$56,600,000 to \$66,817,000 and has received a total SRF loan award of \$52,000,000. They reported a request to increase the SRF loan is possible if costs have increased but the request must be made prior to signing agreements with the State. Funding for the project would total \$66,817,000 and would come from commercial developers and recycled water users in the area. The Board discussed the State Water Board grant of \$15,000,000 for the project and how it could help offset inflationary cost of the project.

11. Consider Authorizing the General Manager to Consent to the Abandonment of Public Utility Easement at 5 Robert S. Drive, Menlo Park

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

Discussion/Comments: General Manager Ramirez stated that the District does not have any sewer facilities in this public utility easement.

12. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported the plant treated 7.9 million gallons a day (MGD) and delivered 4.6 MGD in October. He also reported that an appraisal is underway for the easement area for the Avy Pump Station. General Counsel Condotti reported the school district made it clear it wants full-market value for the easement. General Manager Ramirez reported Sharon Heights Golf & Country Club (SHGCC) has requested an increase to the SRF application up to \$950,000. Board consensus was to bring the additional SRF application request for consideration at the next Board meeting. General Counsel Condotti also reported SHGCC has been negotiating with a vendor to build a solar project to install solar facilities on the SHGCC parking lot, buildings, and other structures. SHGCC is interested in the District entering into a similar contract for installation of solar facilities on the District easement areas for the recycled water treatment facility.

General Counsel Condotti said that his office is discussing a contract with SHGCC and the vendor. An agreement will be brought to the Board for consideration.

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

Discussion/Comments: None.

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

Discussion/Comments: None.

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

Discussion/Comments: Director Otte reported the next meeting is on Monday, November 12th. He also reported the main pipeline that conducts the secondary treatment to the filters is leaking and is in need of repair. He continued to report the SVCW Manager issued an emergency declaration so they can perform the repair.

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

Discussion/Comments: None.

17. Adjournment Time: The meeting was adjourned at 9:02 PM

David A. Walker
Secretary