



1902 - Serving Our Community for over 120 Years - 2024

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, MAY 8, 2024 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,
Director Moritz, Director Otte

BOARD MEMBERS ABSENT: Treasurer Thiele-Sardiña

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

Others Present: Rich Simonson and Gabe Susser – HF&H, Residents -
Carl Treadwell, Steve Jasik

2. Communications from the Public: None.

3. Public Hearing: Consideration to Approve the Proposed Increase in Sewer Service Charges for Fiscal Year 2024/25, Fiscal Year 2025/2026 and Fiscal Year 2026/2027

Motion to Open by: Dehn 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Discussion/Comments: Mr. Jasik said he feels it would be proper to meter single family residents for rates since he uses very little water. General Manager Ramirez explained an average is established in households and industry standards are applied to create the flat single-family fee. He explained individual metering would be costly and require additional staff. Director Otte stated the capital improvement programs and SVCW bond program costs are all the same for each residence. Mr. Treadwell read his protest letter which suggested protest wording be changed to the proposition 218 notice. General Counsel Condotti provided background and requirements for proposition 218 which requires the District's current wording to be used. In all, five (5) protest letters were received.

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

4. Consideration to Approve a General Regulation Amending the Code of General Regulations and Establishing Sewer Service Charges for Fiscal Year 2024/25, Fiscal Year 2025/2026 and Fiscal Year 2026/2027

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

Discussion/Comments: General Manager Ramirez reported rates began to rise at a steady pace in 2010 when the SVCW treatment plant began their \$1 billion upgrade using, primarily, low interest State and Federal loans. He reported now that construction is finished the debt is coming due. He continued to report that the District is required to pay 27% of the \$1 billion which accounts for over 50% of the District revenues including SVCW operations and maintenance obligations. Fortunately, the Board raised rates at a consistent rate over the past 14 years and not all at once like neighboring cities had to do. The Board passed the three-year rate increase as recommended.

5. 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 Special Meeting May 1, 2024
- B. Approval of Minutes for Regular Meeting April 24, 2024
- C. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salary and Consideration of Other Financial Matters through April 30, 2024
- D. WBSD Operations and Maintenance Report – April 2024
- E. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – April 2024
- F. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – April 2024
- G. Consider Authorizing the General Manager to Issue Class 5 Sewer Permit No. 18290 for the Construction of Wastewater Facilities for 315 Grove Drive, Portola Valley, California
- H. Consider Approving FY 2023-24 Financial Statements, Third Quarter Ending March 31, 2024

Comments: Item H was pulled and tabled until the May 22nd Board meeting.

Motion to Approve Items A-G by: Otte 2nd by: Moritz Vote: AYE: 4 NAY: 0
Abstain: 0

6. General Manager's Report

Discussion/Comments: General Manager Ramirez reported CPS HR Services has been hired to update the District succession plan. He also reported the small claims Olive Street hearing is over and the judge took the case under submission and will make a ruling within 90 days. He reported the HACH flow meter service will increase 10%. He also reported CWEA bypass training will be held at the District on May 14th. He continued to report on the new website; highlights included over 22,000 visits were made to the site since January with 8,493 in April. The traffic may be due to the online bidding process and the Prop. 218 notices. Next regular meetings are scheduled for May 22nd and June 12th. The complete General Manager's written report is in the April 24th, 2024 agenda packet.

7. Closed Session

Entered closed session at 8:01 p.m. Left closed session at 8:08 p.m.

- A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives:
General Manager, General Counsel, IEDA
Employee Organization: Exempt Employees, Unrepresented Employees, &
Teamsters Local 350

Reportable action: None.

8. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported 8.1MG of wastewater were reclaimed in April and 4.4MG were delivered. He also reported the SFR funding agreement has been received and is being routed for signatures. The Avy Altschul Pump Station transformer is scheduled to be installed by PG&E on May 17th.

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

Discussion/Comments: General Manager Ramirez reported the SFR agreement is expected any-time. He reported the next project meeting scheduled for May 13th. He also reported Meta will install sewer forcemain on Hamilton Ave. and may install the required recycled water main at the same time.

10. Report, Discussion and Direction on South Bayside Waste Management Authority (SBWMA) including Solid Waste Franchise Re-Assignment

Discussion/Comments: Director Otte reported on the discussion and approval of the fire control system in the sorting center. General Manager Ramirez reported he plans to attend the LAFCo meeting and inform the commission that the District will move forward with submitting an application to divest the solid waste franchise.

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

Discussion/Comments: Director Otte reported the RESCU project ribbon cutting is on May 13th. General Manager Ramirez reported SVCW Directors will present at the June 12th Board meeting.

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

Discussion/Comments: None.

13. Adjournment Time: The meeting was adjourned at 8:43 PM

/s/ David A. Walker
Secretary