

**Manager's
Corner**

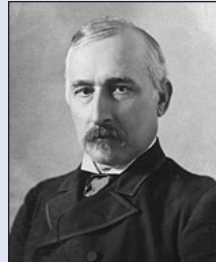


by Sergio Ramirez
District Manager

I'd like to begin the District Manager's corner with a little history about West Bay. West Bay Sanitary District was established as the Menlo Park Sanitary District in 1902 serving the communities of Menlo Park and Atherton, well before the City of Menlo Park and the Town of Atherton were incorporated. Realizing the need to obtain sanitation in the early estate-building period of this area, in October 1902 a petition was signed by 35 residents and presented to the Board of Supervisors of San Mateo County requesting an election be called to vote on the formation of the sanitary district. The election, which brought the District into being, was held at the Menlo Park Hotel on December 10, 1902. Some of the first sewer system infrastructure was installed beginning in 1903 at the corner of Fair Oaks Lane and Middlefield Road in Atherton. Senator Charles N. Felton was selected as the first District Board. The first District Manager duties were carried out by "Honest" John McBain a well-known contractor, builder, and figure in the area.



Menlo Park Hotel



Senator
Charles N. Felton

I, Sergio Ramirez, was appointed to the position of District Manager of the West Bay Sanitary District on July 1, 2020 succeeding Phil Scott who served as District Manager from 2010 to 2020. Phil and I joined the District 10 years ago where I served as the Operations Superintendent. The District was in need of new leadership at the time, so we immediately got to work.

Since 2010 the District has gained a reputation for being a progressive District with a professional, motivated, and dedicated staff. The District's maintenance, construction, and water quality staff are all certified by the California Water Environment Association. The certification process ensures staff is highly skilled in confined space entry, safe traffic control, trench excavation, inspection, operational competencies and more. We are very proud of our staff and the level

of public service they provide.

There is no doubt we have all been challenged with the onset of the global pandemic COVID-19. During the early stages of the pandemic, being deemed part of "Essential Government Functions", we took immediate steps to protect the public and ourselves from the virus. Fortunately, our Personal Protective Equipment inventory was in place since it was already part of our daily work prior to the pandemic. Not knowing what was to come, I immediately separated the crews and broke them up into two groups. The two groups were to report to two separate corporation yards. One at Burgess Ave and Laurel Street and the second at Marsh Road and Bayfront Road. By taking facial coverings and social distancing seriously, we have been able to avoid the virus affecting our staff thus far.

I'm very grateful to have such a self-motivated staff and supportive Board of Directors. No challenge is too great for West Bay Sanitary District. Through this unusual 2020 calendar year we have now entered into the next phase of West Bay's history by opening our first Recycled Water Facility. The facility provides up to 500,000 gallons per day of recycled water used for irrigation purposes. This effort reduces the need to use fresh drinking water for irrigation purposes. We are working on the second recycled water facility in the Bayfront Area as we speak.



West Bay maintenance and construction crews.



In spite of all of the challenges 2020 has brought with the pandemic, fires, civil unrest, and most recently a contested national election, West Bay Sanitary District remains committed to our local community, and to our calling of providing excellent and professional customer service. We plan to continue to invest in our infrastructure to protect public health and the environment for many generations to come.

I wish everyone a healthy and prosperous New Year.

WIPES ARE NOT FLUSHABLE

The District has seen an increased use of wipes in the sewer since the COVID-19 shut down. We want to remind everyone that "flushable" wipes are not flushable. Wipes clog pipes and pumps and cause sanitary sewer overflows in our community. Please do not flush wipes, use the waste basket instead. Thank you.



OFFICE HOURS

The West Bay Sanitary District Administration Office will be open to customers Monday thru Thursday from 9am-3pm and Fridays by appointment. All customers are required to wear face coverings and practice social distancing of at least 6 feet. Telephone hours will remain the same Monday-Friday 8am-4:30pm.

We encourage customers to arrange for remote permitting by emailing the pre-permit application to info@westbaysanitary.org or call (650) 321-0384 for more information. Sewer permits will be issued in the order received.

CAPITAL IMPROVEMENT PROJECTS

West Bay continues to work hard to maintain our system by means of replacing aging pipes with PVC and HDPE (High Density Polyethylene), the leading standard materials for sewer. The District has awarded the bid for the North Bay Road and Ringwood Avenue Capital Improvement Project. This project is for the replacement & rehabilitation of approximately 11,305 feet of sanitary sewer mains with major portions of the work in Menlo Park's Flood Triangle neighborhood and along Ringwood Avenue. Work is forecasted to begin in early 2021. The District is enforcing the strictest construction protocols in order to safely deal with the current pandemic.

WEST BAY HIGH-TECH SEWER CLEANING SAVES ONE MILLION DOLLARS

West Bay Sanitary District Pipe Line Inspection Unit is the "underground eyes" for the District. Part of the operation and maintenance program includes the video inspection of each sanitary sewer pipe in the District via CCTV (Closed Circuit Television). Recently the District's Pipeline Inspection



West Bay does night-time work.

Crew embarked on an ambitious journey to video inspect and clean West Bay's large diameter sanitary sewer trunklines which consist of pipe that ranges from 24" to 54" in diameter. After attempting to contract the work out to various contractors, like it had been done in the past, the least expensive bid came in at a price well north of \$1 million. Keeping in mind the financial impact that it would have on the District and its constituents, staff moved forward with the project and kept the work in house. Video inspecting over 60,000 feet of large diameter pipe is no small feat, it requires lots of skill, ability and the correct equipment. The District purchased a large video inspection robotic transporter called "The Mudmaster." The Mudmaster has the ability to video inspect pipe that ranges anywhere from 24" up to 72" while having the capability of being steered left or right. We've had great success with this new capability. This project has been an excellent milestone for the District being that it has never been done in the past by in-house crews in the past. Despite the various challenges that came along including many graveyard shifts, the eye was kept on the prize. The cost of this project was completed for under \$200,000.00. After saving over \$1 million dollars and being successful in completing the project, other agencies have inquired about contracting our services using interagency agreements.

WEST BAY SANITARY DISTRICT RECEIVES TRANSPARENCY CERTIFICATE OF EXCELLENCE

The Special District Leadership Foundation (SDLF) in recognition of its outstanding efforts to promote transparency and good governance awarded the West Bay Sanitary District it's the Transparency Certificate of Excellence.

The award is a testament to West Bay Sanitary District's commitment to open government. To receive the award, the District demonstrated the completion of essential governance transparency requirements, including conducting ethics training for all board members, properly conducting open and public meetings, and filing financial transactions and compensation reports to the State Controller in a timely manner.

RIBBON CUTTING EVENT FOR THE WEST BAY SANITARY DISTRICT AND SHARON HEIGHTS GOLF AND COUNTRY CLUB PUBLIC/PRIVATE PARTNERSHIP - RECYCLED WATER TREATMENT PLANT

The District is proud to report the water reuse partnership with Sharon Heights Golf and Country Club is off to a fantastic start! Since late July 2020, the District has delivered in excess of 20 million gallons to the course for landscape irrigation. The benefits to a recycled water partnership include reducing demands and stress on the Hetch Hetchy freshwater supply, eliminating the need to transport water, reducing environmental impacts, and improving sustainability. The District is currently pursuing the many avenues for water reuse, such as for toilet flushing, dust control on construction projects, street sweeping, and water for cooling towers. The District is very excited to be a part of this program with a commitment to community and environmental stewardship!



Ribbon cutting ceremony.

Funding for this \$22.6 million recycled water project has been provided in full or in part by Proposition 1. The Water Quality, Supply, and Infrastructure Improvement Act of 2014. Funding has also been provided through the Clean Water State Revolving Fund, which is capitalized through a variety of funding sources including grants from the United States Environmental Protection Agency and state bond proceeds.

The State Revolving Fund loan will be paid back by Sharon Heights Golf & Country Club.



Recycled Water Treatment Plant Sharon Heights.



Quinten Green obtaining sample.

MEET THE CHIEF PLANT OPERATOR

The District is pleased to introduce **Quinten Green** as the **Chief Plant Operator** for the Sharon Heights Recycled Water Treatment Plant. Quinten comes to the District holding a Grade III Wastewater Treatment Plant Operator certification as well as 15+ years' experience with various local treatment systems. Quinten's

technical knowledge, education, and positive mindset are a welcome addition to the West Bay team!

Meet Lisandro Marquez, Pump Facility Supervisor. Mr. Marquez joined the West Bay Sanitary District in May 2017. In his three years of employment with the District he has worked as a Maintenance Worker and was quickly promoted to Pipeline Inspection Technician. After only three years with the District he has taken the knowledge he gained at San Jose State University while obtaining his Bachelor's Degree in Business Administration to receive certification in Collection System Maintenance, Mechanical Technology, Environmental Compliance Inspection, and his new role as Pump Facility Supervisor. His responsibilities include the Operation and Maintenance of the District's 12 publicly owned pump stations including the Flow Equalization Facility at Bayfront Bedwell Park and over 80 privately owned STEP and Grinder systems primarily in Portola Valley.



Lisandro Marquez

Victor Garcia was awarded the Collection System Person of the Year award by the California Water Environment Association (CWEA), Santa Clara Valley Section. Victor joined West Bay Sanitary in October 2016 and has shown to be integral part of the Collection System Maintenance team. In his four years with the District, Victor has obtained his Class A commercial driver's license, obtained his CWEA Grade 1 certification in Collections Maintenance, and has become an expert in running all of the various sewer cleaning tools and equipment. To expand his skills and knowledge Victor successfully completed two Office of Water Programs through Sacramento State University in Operations and Maintenance of Waste Water Collection Systems. Victor always scores high in the customer service surveys sent to residents after every emergency service call. Chances are if you called the District because of sewer issues, you have probably met Victor and your issue has been resolved.



Victor Garcia

MEET THE NEW MEMBERS OF THE MANAGEMENT TEAM:

Finance Manager, Debra Fisher, joined the District in March 2020. She brings twenty years of experience in government finance at Special Districts in California. Ms. Fisher holds a Bachelor's Degree in Business Management and Accounting and a Master's Degree in Business Administration.



Debra Fisher

Operations Superintendent, Bob Hulsmann, was promoted to the position of Operations Superintendent in July 2020. In this position he oversees the Operations and Maintenance of West Bay's wastewater collection system, in-house pipeline repair crew, and the pump station facilities. He joined the West Bay team 10 years ago as the Pump Facility Supervisor and has over 30 years' experience in the wastewater industry. He holds a California Water Environment Association Grade III certificate in Mechanical Technology and a Grade IV in Collection System Maintenance.



Bob Hulsmann