



1902 - *Serving Our Community for over 120 Years* - 2024

**WEST BAY SANITARY DISTRICT
CHECKLIST OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, OCTOBER 9, 2024 AT 7:30 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 (arrived 7:02PM), Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Heydari AND Condotti by Zoom

Others Present:

2. Communications from the Public: None.

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 September 25, 2024
- B. Approval of the Revised Financial Activity Report Authorizing Payment of Certain Bills and Salary and Consideration of Other Financial Matters through August 31, 2024
- C. WBSD Operations and Maintenance Report – September 2024
- D. Town of Los Altos Hills - Operations and Maintenance Report for Work Performed by WBSD – September 2024
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – September 2024

Comments: None.

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

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the CPS succession plan will be presented at the next Board meeting. He reported management training – Managing Marginal Employees has been completed. He also reported this week is California Water Professionals Appreciation Week. The online permitting system has processed approximately 59 applications and plan reviews to date. He continued to report on the numerous CIP projects that are in progress. He also reported on the maintenance services agreement with the City of East Palo Alto and the progress being made. The next regular meetings are scheduled for October 23rd and Thanksgiving Luncheon on Thursday November 14th. The complete General Manager's written report is in the October 9, 2024 agenda packet.

5. Authorize the General Manager to Amend the Storm Water Pollution Prevention Plan Agreement with Kaz & Associates, LLC dated June 28, 2023, for the Bayfront Recycled Water Facility Improvement Project 1763.0

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

Discussion/Comments: General Manager Ramirez reported this item is for the Bayfront Recycled Water Project to be included into Levee pollution prevention plan. The cost is \$54K for three years of monitoring. It is SFR reimbursement.

6. Consider Approving Bayfront Recycled Water Facility Consultation Services Agreement

Motion to Approve by: _____ 2nd by: _____ Vote: AYE: NAY: Abstain:

Discussion/Comments: This item was tabled. Board consensus was that the design/build team will need to cover the responsibility, as outlined in the proposal.

7. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported the plant processed 7.8MG in September and delivered 7MG. He continued to report the Avy Altschul Pump Station final budget adjustment for SFR is complete.

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

Discussion/Comments: General Manager Ramirez reported PG&E has disconnected power at the pole for the project demolition. He also reported the piles for the Levee Project are in design. The next meeting for the Recycled Water Committee will be scheduled in November.

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

Discussion/Comments: General Manager Ramirez reported highlights from rates review performed by HF&H. Highlights included: the adopted 4.5% increase effective January 2025 is still good since Recology's costs for West Bay only increased 2.3% from 2024, while the SBWMA tipping fees increased 9.8%. Revenues are trending a little higher than projected and should allow for a positive balance.

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

Discussion/Comments: None.

11. Closed Session

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))
Number of potential cases: 1

- B. PUBLIC EMPLOYMENT
(Cal. Govt. Code § 54957)
Title: Maintenance Workers, Maintenance Mechanic, Engineering Tech,
Construction Inspector

Entered closed session at 8:39 p.m. Left closed session at 9:28 p.m.

Reportable action: None.

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

Discussion/Comments: President Dehn discussed a safety concern she had recently at El Camino and Oak Grove Ave. Director Moritz requested an update on EV fleet and will be agendized by December.

13. Adjournment Time: The meeting was adjourned at 9:34 PM

/s/ David A. Walker
Secretary