



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

WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, AUGUST 14, 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, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Beyer, Hulsmann, Heydari AND Alex Geise by Zoom

Others Present: None

**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 July 24, 2024
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salary and Consideration of Other Financial Matters through July 31, 2024
- C. WBSD Operations and Maintenance Report – July 2024
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – July 2024
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – July 2024
- F. Consider Resolution Accepting Deed of Easement Pursuant to Class 3 Sewer Permit No. 1625 for the Construction of Wastewater Facilities for 20 Shoshone PL, Portola Valley, California
- G. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1625 for the Construction of Wastewater Facilities for 20 Shoshone Place, Portola Valley, California

Comments: None.

Motion to Approve by: Moritz 2<sup>nd</sup> by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

#### 4. **General Manager's Report**

Discussion/Comments: General Manager Ramirez reported the District has received a CSRMA reimbursement for gym equipment in the amount of \$1,643. He reported the first SRF reimbursement for the Bayfront Recycled Project will be \$835K and should be received in September. He also reported forms 700 and 470 need to be filed with Board members primary County. He continued to report the Oracle Suites agreement has been executed. The next regular meetings are scheduled for September 11<sup>th</sup> and September 25<sup>th</sup>. The complete General Manager's written report is in the August 14, 2024 agenda packet

#### 5. **Consider Approving Revised Purchasing Policy and Resolution**

Motion to Approve by: Otte 2<sup>nd</sup> by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the Finance Committee met on July 31<sup>st</sup>. Updates to the policy include limits on informal quotes, competitive bids, public contracts. Several limits were raised from \$10k&\$25k to \$50k w/ Board Approval or Board Approval at next regular meeting.

#### 6. **Consideration to Adopt Resolution Approving Addendum No. 2 (Nanofiltration Process and New Project Design) to the 2021 Final Environmental Impact Report for the West Bay Sanitary District Flow Equalization & Resource Recovery Facility Levee Improvements Project (SCH No. 2020050414), and File the Notice of Determination**

Motion to Approve by: Moritz 2<sup>nd</sup> by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments General Manager Ramirez reported this item is an update to the EIR.

#### 7. **Consideration to Appropriate Additional Funding to Pump Station Improvements FY 2024-25 Budget, Consideration Awarding Bid for the Upgrade Pump Stations Telemetry System Project to Blocka Construction, Inc., and Record Notice of Exemption with the San Mateo County**

Motion to Approve by: Thiele-Sardina 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the engineer's estimate for this project was \$700k and the bid amount \$1,160,000. He reported \$560K is budgeted and requests an additional \$650k. Board consensus was to award the project to Blocka Construction.

#### 8. **Consider Awarding Bid for Stowe Lane Pump Station Replacement Project to Casey Construction, Inc.**

Motion to Approve by: Walker 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the engineer's estimate was \$1,600,000 and the bid amount \$1,799,000. He reported that \$3,000,000 has been budgeted. Board consensus was to award the project to Casey Construction.

#### 9. **Consider Authorizing the General Manager to Enter into a Purchase Order Agreement with Jack Doheny Company through Sourcwell for an IBAK CCTV Unit**

Motion to Approve by: Walker 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

**10. Report and Discussion on Sharon Heights Recycled Water Facility**

Discussion/Comments: General Manager Ramirez reported that 11.3MG was processed and 9.9MG delivered in July.

**11. Discussion and Direction on Bayfront Recycled Water Project and Status Update**

Discussion/Comments: General Manager Ramirez reported demolition began on August 12<sup>th</sup> for the Bayfront Project.

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

Discussion/Comments: None.

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

Discussion/Comments: None.

**14. Closed Session**

Entered closed session at 8:54 p.m. Left closed session at 9:07 p.m.

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

Reportable action: None.

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

Discussion/Comments: None.

**16. Adjournment Time:** The meeting was adjourned at 9:08 PM

/s/ David A. Walker  
Secretary