



*1902 - Serving Our Community for over 110 Years - 2017*

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, OCTOBER 25, 2017 AT 7:00 P.M.**

**1. Call to Order**

President Moritz called the meeting to order at 7:00 PM

**2. Roll Call**

BOARD MEMBERS PRESENT: Moritz, Walker, Dehn (Arrived 7:34pm), Otte, Thiele-Sardiña by phone

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Scott, Condotti

Others Present: John Bourgeois – Salt Pond Restoration Project

**3. Communications from the Public: None**

**4. Presentation and Discussion of the South Bay Salt Pond Restoration Project**

Comments: John Bourgeois explained and provided updates to the Board on the Salt Pond Restoration Project around Bayfront. They are hoping to begin the project next spring, and are in the process of submitting traffic plans to City of Menlo Park. DM Scott brought up the fact that WBSD has pipelines in that area where some of the construction is to take place and the District will want to review the plans. The District will want to explore the potential to use discharge waste water from the recycled water facility at the wet land slope for vegetation, and naturally filter the recycled waste water.

**5. District Manager's Report**

Comments:

**1) CIP Project:**

- a) Belle Haven II is approximately 94% complete.
- b) Sharon Road work is complete. Paving completed Oct 15, striping remaining.

**2) Affiliate Agency/Association News:**

- a) **County:** Once we receive the HF&H analysis of impacts and challenges to transferring the Solid Waste Franchise to the County we will schedule a meeting to discuss feasible options to making the transfer work.
- b) **City of Menlo Park:** DM met w Director of Public Works and discussed logistics of the dirt hauling project at FERRF and discussed the sewer main break by water district.
- c) **Town of Atherton:** District Staff met with Town of Atherton and tentatively agreed to work together and accelerate the District's CIP project to replace the sewer main running through the Town Center. The District will pay for construction costs and the Town will pay for soft costs – engineering and public utility easement acquisition. The main will be relocated toward the south side of the Town campus and will be further away from PD, Town Chambers and the Library.

**3) Upcoming Events:**

- a) October 28 – Facebook Halloween Festival

**4) Misc./Action Items from Previous Meeting:**

- a) **SSOs:** 5 SSO's in 2017.
- b) **Recruitment:** Currently recruiting for Maintenance Worker, Operations Supervisor and Projects & Engineering Technician. Temporary office help will be required due to anticipated maternity leave. Source Control Inspector has announced his retirement date of December 30, presenting an opportunity to recruit early for succession planning purposes.
- c) **Substance Abuse Policy:** Legal review has indicated no changes are necessary to the Substance Abuse policy as a result of California's new Adult Use of Marijuana Act.

**5) Resource Sharing:**

- a) **Town of Los Altos Hills:** 1 SSO in 2016. 3 SSO in 2017. 1 caused by Contractor.

**Town of Woodside:** 0 SSO's in 2016. 1 pump station SSO in 2017 (Pump station maintenance performed by others). The District will provide pump station maintenance by recent amendment to the Collection System Maintenance agreement. The start date has been delayed due to some

**6. 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 October 11, 2017
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for October 25, 2017
- C. Consider to Ratify and Approve Report on District's Investment Portfolio Including the Transactions of Assets Described Therein as of 9-30-17 Consideration of the District Manager's Issuance of the Class 3 Permit 1074 for the Raising of Manhole 801 E. Bayshore Road, Menlo

Motion by: Walker 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: None

**7. Consideration to Approve First Quarter Internal Financial Statements & Analysis of Financial Position as of Quarter End September 30, 2017**

Motion by: Walker 2<sup>nd</sup> by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: None

**8. Discussion and Direction on Recycled Water Projects - Sharon Heights & Bayfront**

Comments: WBSD met with Auburn Construction, ranked #1 of the proposals for design build. They were \$8M higher than projected costs for funding. The District asked them to look at their proposal and see where they can save money; they were only able to reduce \$2M off their proposal. The group decided to move to the second ranked team, Overaa and Perc Water, asking them to look at a redesign of the building for easy access for maintenance. Selection Committee will be meeting with them next week.

**9. Report & Discussion on South Bayside Waste Management Authority (SBWMA) and Negotiations for Restated Franchise Agreement**

Comments: Director Dehn reported there was no meeting this month, but she did have a conversation with Gino Gasparini regarding the restatement of the agreement. DM Scott spoke with Lillian Clark from the County regarding the restated agreement and the transferring of the franchise to the County. We only need to have everything done for the restated agreement by June per the contract. The goal was to have everything done by December. The County has slowed the process down. Ms. Clark did mention that for transferring the franchise, the County is OK with having a third service area, for WBSD.

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

Comments: Discussed the bond plans and rates for CIP for SVCW. Director Otte expressed concerns regarding SVCW wanting to make exceptions to the plan. Next Commission meeting will be November 9<sup>th</sup>.

**11. Consideration of Adopting Resolution Honoring the Service of Mark Praturlon to the District**

Motion by: Thiele-Sardiña 2<sup>nd</sup> by: Dehn Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: None

**12. Closed Session:**

- A. LIABILITY CLAIM  
(Cal. Govt. Code §54956.9(d)(2))  
Claim of Jacobs (25528 Hidden Springs Court, Los Altos Hills)
- B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Cal. Govt. Code §54956.9(d)(2): 1 potential case
- C. CONFERENCE WITH LABOR NEGOTIATORS  
(Pursuant to Cal. Govt. Code §54957.6)  
Agency designated representatives: District Manager, Legal Counsel  
Employee Organization: Teamsters Local 350

Entered closed session at 7:36 p.m. Left closed session at 7:52 p.m.

Reportable action: None

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

Comments: None

14. **Adjournment Time:** The meeting was adjourned at 8:30 PM

/s/ Roy Thiele-Sardiña  
Secretary