



1902 - *Serving Our Community for over 115 Years* - 2023

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, MARCH 8, 2023 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, Treasurer Thiele-Sardiña, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: GM Ramirez, PM Heydari, and Condotti by Zoom

Others Present: Dave Richardson – Woodward & Curran,
Eileen McLaughlin - CCCR

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

3. **Consent Calendar**

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

- A. Approval of Minutes for Regular Meeting February 8, 2023
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru February 28, 2023
- C. WBSD Operations and Maintenance Report – February 2023
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – February 2023
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – February 2023
- F. Consider Resolution Accepting Deed of Easement Pursuant to Class 3 Sewer Permit No. 1621 for the Sewer Realignment required for 1173 Saratoga Ave, East Palo Alto, California
- G. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1621 for the Construction of Wastewater Facilities for 1173 Saratoga Ave., East Palo Alto, California
- H. Consider Authorizing the General Manager to Issue Class 3 Sewer Permit No. 1618 for the Construction of Wastewater Facilities for 155 Grove Drive, Portola Valley, California

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

4. **General Manager's Report**

Discussion/Comments: General Manager Ramirez reported staff has updated the District Code of General Regulations and General Counsel is currently reviewing it before Board consideration. He reported Staff is working with the Tarlton project at 1350 Adams Drive on providing recycled water. A pipe would need to be installed in the street to serve the property and others in the future. He also reported the City of East Palo Alto will be having requests for qualifications for sewer maintenance services. He reported on the HomeServe sewer lateral replacement program and provided a monthly breakdown of claims and payouts. General Manager Ramirez continued to report the new Vactor Unit will arrive in 30-60 days. The next regular Board meetings will be March 22nd and April 12th. The complete General Manager's written report is in the March 8th, 2023 agenda packet.

5. **Consider Authorizing General Manager to Execute the Finance Agreement for Project Management of the "Bayfront Recycled Water Facility Project" with Peninsula Innovation Partners, LLC**

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

Discussion/Comments: General Manager Ramirez reported the agreement is in circulation and a purchase order for reimbursements is being set up. Board consensus was to approve the item only when the agreement is signed by Peninsula Innovation Partners, LLC.

6. **Consider Authorizing General Manager to Execute the Contract B Agreement for Project Management, Engineering, and Support Services for the "Bayfront Recycled Water Facility Project" with Woodard & Curran**

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

Discussion/Comments: General Manager Ramirez reported this agreement will begin the project management for the Bayfront Recycled Water Facility Project once an agreement is signed from Meta/Peninsula Innovation Partners, LLC.

7. **Consider Awarding Bid for Point Repair Project Phase 1 to Casey Construction**

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported Casey Construction is the apparent low bidder at \$3,417,014.43. The engineer's estimate was \$3,600,000.00.

8. **Consider Approving Closing the Garratt Reimbursement Agreement**

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

Discussion/Comments: General Manager Ramirez reported this agreement started in 2001 and the \$150,000 eligible for reimbursement has been paid. The two successors of the agreement have received final payment and agreed to close it out.

9. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported the SRF total for the Avy Altschul pump station project totals \$975K (\$618K loan and \$333K grant) and the Board will consider call for bids for the project at the March 22nd Board meeting. He also reported SHGCC has been invoiced in the amount of \$22K for the force main repair and paving on Sand Hill Road. General Manager Ramirez continued to report that the drum screen shaft has been repaired due to an unexpected break.

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

Discussion/Comments: General Manager Ramirez reported staff is working with the City on an encroachment permit for levee improvements. He also reported due to the recent storm there has been some levee erosion and that it is critical the project begin soon.

11. Report & Discussion on South Bayside Waste Management Authority (SBWMA)

Discussion/Comments: None.

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

Discussion/Comments: None.

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

Discussion/Comments: President Dehn would like an update on the 845 Harvard litigation at the March 22nd Board meeting.

14. Adjournment Time: The meeting was adjourned at 8:21 PM

/s/ David A. Walker
Secretary