



1902 - *Serving Our Community for over 120 Years* - 2026

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, April 8, 2026 AT 7:00 P.M.**

**1. Call to Order**

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

**Roll Call**

BOARD MEMBERS PRESENT: President Dehn, Director Moritz, and Director Otte  
BOARD MEMBERS ABSENT: Secretary Walker and Treasurer Thiele-Sardiña,  
STAFF MEMBERS PRESENT: Ramirez and Heydari, AND Condotti by Zoom  
Others Present: By Zoom: Citizen Michael

**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 March 25, 2026
- B. WBSD Operations and Maintenance Report – March 2026
- C. Town of Los Altos Hills Operations and Maintenance – March 2026
- D. Town of Woodside Operations and Maintenance Report – March 2026
- E. East Palo Alto Sanitary District (EPASD) Operations and Maintenance Report – March 2026

Comments: None

Motion to Approve by: Otte 2<sup>nd</sup> by: Moritz Vote: AYE: 3 NAY: 0 Abstain: 0

**4. Discussion and Direction on Collection of Unpaid Fees Associated with Accessory Dwelling Units**

Discussion/Comments: General Manager Ramirez reported 107 notices have been sent out and 95 have been delivered. Out of the 95, approximately 11 have paid their unpaid charges for sewer service totaling ~\$65K and another ~\$25K paid connection fees. Approximately, 20 more notices will go out on Friday, April 10<sup>th</sup>. There were approximately 20 calls and emails regarding the unpaid fees, and 6 of those were protest letters/emails.

Any unpaid fees will be considered delinquent and will be added to the tax roll, after a public hearing. Considerable outreach is being performed so that then public is better informed on how to properly permit their ADU.

## 5. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the District's staff are preparing a draft budget. Four candidates were interviewed for the second round of the Operator II position. The flow study is scheduled to begin on April 13<sup>th</sup>. The District auctioned off 2 vehicles and received ~\$40K. Staff will train and host the Spill Overflow training. Approximately, 131 FOG inspections have been conducted. The next board meetings are scheduled for April 22<sup>nd</sup> and May 13<sup>th</sup>, and the Budget Workshop is scheduled for May 5<sup>th</sup>.

## 6. Consideration Awarding Bid for Grade 4 & 5 Pipe Repair and Replacement Project No. 1768.0 to Casey Construction for \$2,084,842.20

Motion to Approve by: Moritz 2<sup>nd</sup> by: Otte Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: District Engineer Heydari reported the project would replace 4,779 feet of pipe. There were 9 bids ranging from \$2.08M to \$4.1M. The lowest bidder was Casey Construction. The board awarded the project to Casey Construction and adjusted the contingency to 12%. Mr. Heydari stated work will most likely start in July 2026

## 7. Consider Awarding Bid for Point Repair Project – Phase III-B Project No. 1774.0 to Casey Construction for \$3,000,341.00

Motion to Approve by: Moritz 2<sup>nd</sup> by: Otte Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: District Engineer Heydari reported the project would replace 6,675 feet of pipe. There were 8 bids ranging from \$3.0M to \$5.6M. The lowest bidder was Casey Construction. The board awarded the project to Casey Construction and adjusted the contingency to 12%.

## 8. Report and Discussion on the Capital Improvement Program Schedule

Discussion/Comments: District Engineer Heydari conducted a briefing and will go over the schedule again during the next board meeting when all board members are present. Full details of the CIP schedule were shown in District Engineer Heydari's spreadsheet.

## 9. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported that 5.9MG was processed and 3.9MG was delivered in March 2026. The plant is ramping up and should be in full production by the end of the month. The O&M Budget was \$744,399.96, and the expenditure was only \$633,803.82 primarily due to the lack of unanticipated repairs. A "true up" refund to Sharon Heights is due in the amount of \$110,596.14.

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

Discussion/Comments: General Manager Ramirez reported the District offered an on-site invitation to Menlo Park staff. The District received an additional \$10M in grant funds from the State; pending amendment to the SRF agreement (in total \$60M in SRF loan and \$15M in grant funding was obtained, while Anderson Pacific's initial bid to construct the plant was \$85M). Mr. Ramirez stated, adding some of the users will require retrofits and Title 22 reports. He suggested the District cover such costs and recover the cost through the recycled water fees proportionate to the specific customers.

## **11. Report, Discussion and Direction on RethinkWaste (SBWMA)**

Discussion/Comments: None

## **12. Report, Discussion and Direction on Silicon Valley Clean Water (SVCW) Plant**

Discussion/Comments: Director Otte's report included that there was an employee engagement survey conducted and thought it might be good for the District. The joint powers agreement proposed revision has a list compiled of issues, subjects, and actions that goes on for four pages. Director Otte will go over it with General Manager Ramirez. The operation budget is up for discussion and approval. The SVCW General Manager will need to be evaluated this summer by the Commission. The next Commission Meeting is scheduled for April 9<sup>th</sup>.

## **13. Closed Session:**

- A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation pursuant to Cal. Gov't. Code §54956.9(d)(2):  
(one or more potential cases)

Entered closed session at 8:46 p.m. Left closed session at 8:55 p.m.

Reportable action: None

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

Discussion/Comments: Schedule meetings to go over the District's mission statement with Director Otte and Director Moritz.

## **15. Adjournment Time:** The meeting was adjourned at 8:57 PM

/s/ David A. Walker  
Secretary