



1902 - *Serving Our Community for over 120 Years* - 2025

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, APRIL 30, 2025 AT 7:00 P.M.

1. Call to Order

President Dehn called the meeting to order at 7:02 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Treasurer Thiele-Sardiña, Director Moritz (Secretary Pro Tem), Director Otte (via Zoom)

BOARD MEMBERS ABSENT: Secretary Walker

STAFF MEMBERS PRESENT: Ramirez, 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 April 9, 2025

B. Consider Approving District Treasury Report Third Quarter FY 2024-25

Comments: None

Motion to Approve by: Moritz 2nd by: Dehn Roll Call Vote: AYE: 4 NAY: 0 Abstain: 0

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported HF&H will present an update on the sewer service charge rate study and he will present CIP costs at the May 14th Board meeting. He also reported that the District and EPASD will have a booth at the East Palo Alto Family Block Party on June 14th. The next regular meetings are scheduled for May 14th and May 28th, and the Budget Workshop on May 13th. In addition, he reported that the scanning project is nearly complete. The complete General Manager's written report is included in the April 30, 2025, agenda packet.

5. Presentation on Operations and Maintenance of East Palo Alto Sanitary District (EPASD)

Comments: Operations Superintendent Bobby Hulsmann presented an update on operations and maintenance (O&M) for EPASD which included the following work performed: 1) Cleaned 18.1 miles; 2) Video Inspected 4.6 miles; 3) 2 pipe patch repairs; 4) 4 open trench repairs; 5) 63 Fats, Oils, and Grease (FOG) inspections; 6) 34 service calls; 7) 227 USA markings; 8) 12 lateral inspections. He also discussed O&M for the Town of Los Altos Hills which included cleaning 10.6 miles of pipe and CCTV 8.1 miles of pipe per year.

6. Authorize \$370,000 Appropriation from the Capital Asset Fund for Fiscal Year 2024-2025 for FERRF Levee Improvement Project 1762.0 and Authorize the General Manager to Execute an Agreement with PG&E for Undergrounding Existing Overhead Lines at FERRF

Motion to Approve by: Thiele-Sardina 2nd by: Otte Roll Call Vote: AYE: 4 NAY: 0
Abstain: 0

Comments: General Manager Ramirez reported on the need to underground existing overhead power lines at the Flow Equalization Resource Recovery Facility (FERRF) and to appropriate \$370,000.00 from the Levee Project Capital Asset Fund for FY 2024-25.

7. Authorize the General Manager to Enter into Amendment Two to On-Call Geotechnical Observation and Testing Services and Special Inspections Agreement with BAGG Engineers dated December 13, 2023, for the Flow Equalization and Resource Recovery Facility (FERRF) Levee Improvement Project

Motion to Approve by: Thiele-Sardina 2nd by: Moritz Roll Call Vote: AYE: 4 NAY: 0
Abstain: 0

Comments: General Manager Ramirez reported the overage in the amount of \$72,260.00 was not included in Amendment 1 and is now included for a total not-to-exceed \$454,661.00.

8. Consider Accepting the District's 2024 Performance Measurement Report

Motion to Approve by: Otte 2nd by: Theile-Sardina Roll Call Vote: AYE: 4 NAY: 0
Abstain: 0

Comments: General Manager Ramirez reported on the 2024 Performance Measurement Report which included a vast majority of measures rated satisfactory or above. Highlights included zero Category 1 spills for the year, reduction of service calls since 2020, and an Experience Modification (XMOD) Rate of .76 well below the industry standard.

9. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported on the recent tour of the facility and the new sign at the Avy Altschul Pump Station displaying that \$1.2M in funding was provided by the Clean Water State Revolving Fund through the State Water Resources Control Board. It also states the State Revolving Fund includes grants from the United States Environmental Protection Agency and state bond proceeds.

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

Discussion/Comments: General Manager Ramirez reported design and construction is continuing.

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

Discussion/Comments: President Dehn reported on the approval of record keeping contract with consultant for SB 1385 and on the approval of specs and go out to bid for the Transfer Station Tunnel Pit Repair Project. In addition, she reported on committee appointments and the end of the Zero Waste committee. The members from the Zero Waste committee will now continue on the Site Plan committee. The May meeting will not be held.

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

Discussion/Comments: Director Otte reported on the reduction of the CIP budget from \$50M to \$33M over three years and discussion on how the funding will be implemented. He also reported the General Manager selection process is moving forward with 6 candidates.

13. Closed Session

A. PUBLIC EMPLOYMENT/CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: General Manager; General Counsel
Employees: Represented and Unrepresented Employees

B. PUBLIC EMPLOYMENT
Title: Finance Manager
Recruitment Update

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH
LABOR NEGOTIATORS
Agency designated representatives: Board President/Legal Counsel
Unrepresented employee: General Manager

Entered closed session at 8:10 PM Left closed session at 10:18 PM

Reportable action: None.

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

Discussion/Comments: The Board would like an upcoming agenda item on annexations in Portola Valley.

15. Adjournment Time: The meeting was adjourned at 10:20 PM

/s/ David A. Walker

Secretary