



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

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, SEPTEMBER 10, 2025 AT 7:00 P.M.

1. **Call to Order**

President Dehn called the meeting to order at 7:01 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Director Moritz, Director Otte

BOARD MEMBERS ABSENT: Treasurer Thiele-Sardina

STAFF MEMBERS PRESENT: Ramirez, AND Reese, Chu, Condotti by Zoom

Others Present: Rick Simonson – HF&H, Colleen - resident

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 August 27, 2025

Comments: None.

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

4. **Public Hearing: Consideration to Approve the Proposed Increase in Sewer Service Charges for Fiscal Year 2026-27, Fiscal Year 2027-28, Fiscal Year 2028-29 and Fiscal Year 2029-30**

Motion to Open by: Otte 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: No public comment, however, Rick Simonson with HF&H presented the rate study to support rates for FY 2026-24 through FY 2029-30. Highlights included revenue requirements, proposed increase of 5% for each of four years, and reserve fund balance projections.

Motion to Close by: Walker 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

5. Consideration to Approve a General Regulation Amending the Code of General Regulations and Establishing Sewer Service Charges for Fiscal Year 2026/27, Fiscal Year 2027/28, Fiscal Year 2028/29 and Fiscal Year 2029/30

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: President Dehn asked General Counsel Condotti if 5 written protests received meet the passage threshold for Proposition 218. General Counsel Condotti stated the protests received do not constitute a majority protest under Proposition 218.

6. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the final Avy Altschul pump stations SRF payment of \$95K has been received. SHGCC will pay the first installment of Avy Altschul pump station SRF by November. Staff continues to review potential new Computer Maintenance Management Systems to replace the existing system. In addition, he reported on upcoming community events including Public Works open house on September 27th and the Halloween event on October 25th. He also reported on a private spill in the Town of Los Altos Hills in which District crews responded and repaired the pipeline. The complete General Manager's written report is included in the September 10, 2025 agenda packet. The next Board meetings will be held on September 24th, October 8th and October 22nd.

7. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported on the O&M meeting held September 9th which included discussion on pond management and adjusting levels. In addition, he reported SLAC continues to discharge 10K to 20K gallons a day which affects the recycled water treatment facility production by 40k to 50k per day. Staff will ask SLAC to investigate alternatives for their discharge.

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

Discussion/Comments: General Manager Ramirez reported on the design build team meeting which included working heavily on the design of headworks. Staff is also working with the City of Menlo Park to schedule a meeting to coordinate recycled water efforts.

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

Discussion/Comments: President Dehn reported on the legislative meeting.

10. Report, Discussion and Direction on Silicon Valley Clean Water (SVCW) Plant

Discussion/Comments: Director Otte reported there will be a Commission meeting on September 11th which will include the review of standard specifications, and the consideration of approval for the use of SVCW reserve funds to be loaned to member agencies, San Carlos and Belmont. The funds will be used to pay their share of SVCW debt.

11. Closed Session

A. PUBLIC EMPLOYMENT
(Cal. Govt. Code § 54957)
Title: Finance Manager

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

Entered closed session at 7:58 p.m. Left closed session at 8:27 p.m.

Reportable action: None.

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

Discussion/Comments: None.

13. Adjournment Time: The meeting was adjourned at 8:28 PM

/s/ David A. Walker
Secretary