



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

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JUNE 25, 2025 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: Ramirez, Heydari, Fisher AND Condotti by Zoom

Others Present:

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 June 11, 2025
- B. Consider Approving Resolution of Intention to Annex Certain Territory (10 Los Charros Ln Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing

Comments: None.

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

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the City of Menlo Park City Council has tentatively scheduled the District to present an update on the Bayfront Recycled Water Project at their July 8th meeting. He also reported the last reimbursement for the Avy Altschul Pump Station has been received. In addition, the Point Repair Phase III-A will begin soon. He also reported that District crews are conducting the 4-year cleaning and 7-year CCTV schedules. HF&H will present and the Board will set a public hearing for future sewer service charges on July 9th. The next Board meetings will be held on July 9th and should consider cancelling the meeting scheduled for July 23rd. The complete General Manager's written report is included in the June 25, 2025, agenda packet.

5. Consider Adopting Updated Resolution Establishing Rates of Pay and Related Compensation Provisions

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

Comments: General Manager Ramirez reported the Board approved the Teamsters MOU on June 11th which included a 4.5% pay increase effective July 1, 2025, which is reflected in the resolution. In addition, unrepresented staff will have a 10-step system with 2.5% in between steps.

6. Consider Approving Resolution Adopting FY 2025-26 Budget

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

Comments: Finance Manager Fisher reported on highlights of the fiscal year 2025-26 budget which included changes since the May 13th Budget workshop. The changes included a sewer service charge revenue decrease of \$138,515, salaries and benefits increase by \$21,811, and decreased SVCW cash contributions.

7. Establish July 9, 2025, as the Date of a Public Hearing to Consider Amending the Code of General Regulations for Board Member Compensation

Motion to Approve by: Otte 2nd by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: General Manager Ramirez reported on comparable agency compensation and benefits. General Counsel Condotti reported the current code allows for up to 6 meetings per month and a maximum of one paid meeting per day.

8. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: None.

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

Discussion/Comments: General Manager Ramirez reported the State of California water board has requested recycled water user agreements for the project. He stated he was able to get a copy of the City of Menlo Park's "conditional development permit" that requires Meta to work with West Bay on a recycled water user agreement.

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

Discussion/Comments: None.

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

Discussion/Comments: Director Otte reported the new General Manager will start July 1st.

12. Closed Session

- A. PUBLIC EMPLOYMENT
Title: Finance Manager
Recruitment Update

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

Entered closed session at 8:00 p.m. Left closed session at 8:11 p.m.

Reportable action: None.

- 13. Consider Resolution Approving and Authorizing the President and Secretary of the District Board to Execute Employment Agreement Between the West Bay Sanitary District and Sergio Ramirez (General Manager)**

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

Comments: The District Board unanimously approved the employment agreement with Sergio Ramirez (General Manager).

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

Discussion/Comments: Director Moritz reported the City of Mountain View is in litigation with a known Non-Governmental Organization (NGO.) He also reported the City of Palo Alto will increase their sewer rates by 20%.

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

/s/ David A. Walker
Secretary