



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

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, MAY 14, 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 AND Reese, Condotti by Zoom

Others Present: Rick Simonson and Gabe Sasser – HF&H Consultants

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 30, 2025
- B. WBSD Operations and Maintenance Report – April 2025
- C. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – April 2025
- D. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – April 2025
- E. East Palo Alto Sanitary District (EPASD) Operations and Maintenance Report for Work Performed by WBSD – April 2025
- F. Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- APN 080-082-040 (1050 Los Trancos Road, Portola Valley)

Comments: None.

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

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported on several items including an emergency repair performed for EPASD as well as that an update on further Union negotiations will be on May 28. He added, NFWF officials will visit the Levee Project site on May 20. He continued to report the American Public Works Association has named the District's Levee Project as Project of the Year and an awards ceremony will be held on May 21. The next regular meetings are scheduled for May 28th, June 11th and 25th. The complete General Manager's written report is included in the May 14, 2025, agenda packet.

5. Workshop and Discussion regarding the Sewer Service Charge Rate Study for Fiscal Year 2025-26

Comments: General Manager Ramirez introduced Rick Simonson and Gabe Sasser from HF&H Consultant who presented highlights of the sewer service charge rate study for FY 2025-26. Highlights included the Board determining whether to implement the previously adopted 5% rate increase for FY 2025-26. The presentation included review of revenue requirements, reserve fund balances, debt service coverage, and recommended certain rate increases. The Board consensus was to continue with the previously adopted 5% rate increase and prepare a proposition 218 notice for rate increases of 4% for each year thereafter through a five-year period. The final rate study report will be updated and considered for approval at an upcoming Board meeting.

6. Update and Discussion on Capital Improvement Projects

Comments: District Engineer Heydari and General Manager Ramirez reported on the progress of Point Repair Project Phases 1, 2 and 3 which included line segments completed, and the total payments paid to-date. He also reported on the Willow Pump Station and Stowe Lane Pump Station projects. Lastly, Heydari presented the updated Master Plan CIP list.

7. Consider Awarding Bid for Point Repair Project – Phase III-A to Casey Construction

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

Comments: District Engineer Heydari reported that 8 bids were received for this project and Casey Construction was the low bid at \$3,014,589.15. The board then awarded the project.

8. Update and Discussion on Portola Valley Annexations

Comments: General Manager Ramirez reported on the Town of Portola Valley Housing Element Plan 2023-2031 and known future development projects in the Town. He outlined from August 2024 to present there are 3 annexation projects in progress and 14 annexation inquiries. He also added 12 out of 28 reimbursement agreements remain with no new agreements being added.

9. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported 9.1MG was processed in April and 5.8MG delivered. He also reported that staff are working with SHGCC to put the PG&E invoices in their name so that SHGCC may have the Solar PPA in their name.

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

Discussion/Comments: General Manager Ramirez reported design and construction continue and Bayfront Facility field visits are scheduled for May 15th, 20th and 29th.

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

Discussion/Comments: General Manager Ramirez reported highlights of the recent TAC meeting which included discussion regarding the function of the TAC. The TAC discussed enforcement of SB 1383, and banning disposable vapes through AB 362.

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

Discussion/Comments: Director Otte reported the 3 final General Manager candidates will be interviewed on Friday May 16. He also reported on the SVCW hydrogen car which was purchased for \$16,000 with a \$15,000 grant for a total net payment of \$1,000.

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

Entered closed session at 8:54 p.m. Left closed session at 9:09 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: None.

15. Adjournment Time: The meeting was adjourned at 8:10 PM

/s/ David A. Walker
Secretary