



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

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JANUARY 14, 2026 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, and Treasurer Thiele-Sardiña (by Zoom)

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Ambriz, Hulsmann, Ledesma, AND by Zoom: Alex Geise General Counsel, Heydari, Chu, and

Others Present: Citizen/Resident Michael (via Zoom)

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 December 10, 2025
- B. WBSD Operations and Maintenance Report – December 2025
- C. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – December 2025
- D. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD - December 2025
- E. East Palo Alto Sanitary District (EPASD) Operations and Maintenance Report for Work Performed by WBSD – December 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 080-091-150 (161 Los Trancos Circle, Portola Valley)
- G. Consider Authorizing the General Manager to Issue Class 5 Sewer Permit No. 25-275 for the Construction of Grinder Pump System for 440 Cervantes Road, Portola Valley, California

Comments: None

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

4. Consider Authorizing the General Manager to Purchase a new cloud-based Computer Maintenance Management System (CMMS) Software and IT Pipes Software

Motion to Approve by: Dehn 2nd by: Thiele-Sardiña Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: Engineering Technician Angel Ambriz presented a staff report regarding the proposal to replace the Computerized Maintenance Management System (CMMS)/Lucity with MobileMMS which can meet WBSD's current maintenance needs. The Board approved the purchase and replacement of the CMMS software.

5. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the Middlefield Road Syphon contractor pulled the first pipe underneath the Atherton channel and will pull the second syphon pipe within a day or two and eventually abandon the old syphons.

He stated the District is drafting a letter to Menlo Park prioritizing a list (with a timeline schedule) of items requiring the City's coordination. The staff is continuing to work on the recycled water code and rates. There is an ongoing meeting with General Counsel to go through the ghost ADU issue and to develop a plan to permit the ADUs.

The third spill (873 gallons) for the year occurred in December at 2200 Sharon Road, near the La Entrada School. The spill was caused by roots in a manhole. The spill did not go into a storm drain or a waterway.

The Finance Committee is scheduled to participate in a solar walkthrough at the new Bayfront Recycled Water Facility on Thursday, January 29.

Additional comments during the Manager's Report included the Board commending District staff for assisting City of Menlo Park with recent storm drain flooding that transpired during the Holidays.

6. Consider Approving of an Annual Performance Payment for the General Manager in the amount of \$27,625.00

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

Comments: None

7. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported 5.7 MG of recycled water were processed and 58K was delivered in December 2025.

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

Discussion/Comments: The District is continuing with weekly design-build meetings. SWCA conducted its first NFWF biologic report and found that the Killdeer Bird is nesting and some of the oyster reefs have sunk and may need adjusting. Workshops to discuss the recycled water code and rates will be scheduled by staff in February.

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

Discussion/Comments: The next meeting is on January 22, 2026.

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

Discussion/Comments: A large portion of the December 11, 2026, meeting was geared towards a goals workshop. SVCW will schedule a meeting to review amendments to the JPA.

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

Discussion/Comments: None

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

/s/ David A. Walker
Secretary