1902 - Serving Our Community for over 120 Years - 2026

WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JULY 22, 2026 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, Director Moritz (Secretary ProTem), Treasurer Thiele-Sardiña, and Director Otte
BOARD MEMBERS ABSENT:	Secretary Walker
STAFF MEMBERS PRESENT:	Ramirez, Hulsmann, Heydari, and by Zoom: Condotti, and Reese
Others Present:	By Zoom: Dave Richardson from Woodard & Curran, Gabe Saser and Rick Simonson from HF&H, and Michael Miller

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 July 8, 2026
B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru June 30, 2026
C. WBSD Operations and Maintenance Report – June 2026
D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – June 2026
E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – June 2026
F. East Palo Alto Sanitary District (EPASD) Operations and Maintenance Report for Work Performed by WBSD – June 2026

Motion to Open by Moritz 2nd by: Thiele-Sardiña Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: None

4. Public Hearing to Consider Amending the Code of General Regulations for Board Member Compensation

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

Comments: General Manager Ramirez reported that the Board had the option to increase meeting stipends by up to 5%, but the Board preferred to approve a 3.8% increase to align with the MOU, increasing the stipend from $283 to $293 per meeting day.

Motion to Close by: Moritz 2nd by: Thiele-Sardiña Vote: AYE: 4 NAY: 0 Abstain: 0

5. Consider Amending the Code of General Regulations for Board Member Compensation

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

Comments: None

6. General Manager's Report

Comments: General Manager Ramirez reported that all ADU refunds have been mailed to those who qualified to receive them.

The Board decided not to conduct a Solid Waste Rates Study. A projected shortfall of $20,000 is expected in 2026, followed by a projected shortfall of $100,000 in 2027. These shortfalls can be absorbed using the rate stabilization fund. However, after that, the Board may wish to revisit the matter.

General Manager Ramirez suggested making the possible shortfall payment to Recology at the beginning of 2027 because the contract provides for an 8% interest rate if Recology has to carry the shortfall on behalf of WBSD. The Board requested that this item be brought back for discussion in late 2026 and that payment, if necessary, be made before any interest accrues.

Regarding the main reconstruction project at 175 Britton Ave. (191 Britton Easement), staff established communication regarding the 20-foot section of pipe located outside the dedicated easement. An easement must be recorded with the County and notarized to protect both WBSD and the property owner(s).

The Annual Goals Lunch is scheduled for August 11. The next Board meetings are scheduled on August 12 and August 26.

7. Discussion and Direction of Revised Recycled Water Facility Capacity Fees and Water Rates

Comments: HF&H presented the Water Rate Study. General Manager Ramirez stated that a full report is expected back on August 12, and a public hearing to consider adoption of the proposed rates will be scheduled for October 14.

8. Presentation on High Frequency Maintenance and Overall Operations by Operations Superintendent, Bob Hulsmann

Comments: Superintendent Hulsmann presented an overview of the District's current high-frequency maintenance and operations program. He explained that if funding continues to be directed toward repairing WBSD pipelines and reducing the six-month high-frequency maintenance list, staff could achieve a 12-month cleaning cycle. Achieving this goal could result in near-zero sewer spills and reduced scheduled weekend overtime.

9. Consideration Authorizing the General Manager to Enter into a Purchase Order agreement with Owen Equipment for a Vactor Hydro / Excavation Sewer Cleaning Unit

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

Comments: Superintendent Hulsmann stated that the District's Ditch-Witch is 11 years old and is due for replacement as is a Hydro Jetting unit. He requested approval to replace both pieces of equipment with a combination truck (Vactor Hydro/Excavation Sewer Cleaning Unit) at a cost of $520,333.75. The Board approved the request.

10. Review and Consideration to Approve the Conflict-of-Interest Code and General Rules of Office for the District Board

Motion to Approve by: Mortiz 2nd by: Otte Vote: AYE: 4 NAY: 0 Abstain: 0

Comments: General Manager Ramirez stated that this item is reviewed every two years and that the designated staff and the investment firm have been updated. The Board approved Agenda Item No. 10.

11. Discussion and Direction on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported that SH is continuing to move forward with the solar project and that the PG&E account will be changed to their name. They also reported that a little over 10 million gallons of recycled water was processed, and approximately 8.9 million gallons were delivered.

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

Discussion/Comments: General Manager Ramirez reported that construction has begun on Chrysler Ave. in Menlo Park and that directional boring has been completed. General Manager Ramirez will provide an updated construction schedule at the next meeting.

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

Discussion/Comments: President Dehn reported that there was nothing to report because a meeting was not held.

14. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant

Discussion/Comments: Director Otte reported SVCW received a report and presentation on the advanced treatment project and were asked to provide direction on how to proceed. Two alternatives were identified from the twenty options considered to remove nutrients from the treatment process.

15. Closed Session

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation pursuant to Cal. Gov't. Code §54956.9(d)(2):
(1 potential case)

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation Pursuant to Govt. Code § 54956.9(d)(4)
(1 potential case)

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

Entered closed session at 9:35 PM Left closed session at 10:00 PM

Reportable action: None

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

Discussion/Comments: None

17. Adjournment Time: The meeting was adjourned at 10:01 PM

/s/ David A. Walker
Secretary