



WASTEWATER SUBCOMMITTEE (WWSC)

MEETING AGENDA

July 16, 2026
7:00 P.M.



Attend in Person: PINOLE CITY COUNCIL CHAMBERS - 2131 PEAR STREET

Attend VIA ZOOM TELECONFERENCE – Details provided below.

How to Submit Public Comments:

In Person:

Attend the meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the City Staff.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

Join from a PC, Mac, iPad, iPhone or Android device:

<https://us02web.zoom.us/j/85670839226>

One tap mobile:

+1 (669) 900-6833,,85670839226# US (San Jose)

+1 (253) 215-8782,,85670839226# US (Tacoma)

Webinar ID: 817 5448 9022

By phone: US: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

International numbers available: <https://us02web.zoom.us/j/85670839226>

Written Comments:

All comments received before 3:00 pm on the day of the meeting will be posted on the City's website on the agenda page and provided to the Committee prior to the meeting. Written comments will not be read aloud during the meeting. Email comments to Public Works at PublicWorks@pinole.gov. Please indicate which item on the agenda you are commenting on in the subject line of your email.

OTHER WAYS TO WATCH THE MEETING

LIVE ON CHANNEL 26. The Community TV Channel 26 schedule is published on the city's website at www.pinole.gov.

VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE at www.pinole.gov. Will remain archived on the site for five (5) years.

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES FROM THE APRIL 16, 2026 MEETING**
- 4. CITIZENS TO BE HEARD - FOR ITEMS NOT ON THE AGENDA**
- 5. WATER POLLUTION CONTROL PLANT (WPCP) OPERATIONS REPORT**
- 6. NEW SEWER CONNECTIONS**
 - i. PINOLE (VERBAL)**
 - ii. HERCULES (VERBAL)**
- 7. REVISITING NEW DAY AND TIME FOR FUTURE MEETINGS**
 - i. PCTV and Council Chambers availability: Dave Snell**
- 8. ADJOURN TO THE REGULAR SUBCOMMITTEE MEETING ON OCTOBER XX, 2026 AT [..] PM.**

WASTEWATER SUBCOMMITTEE MEETING MINUTES

April 16, 2026

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The Subcommittee Meeting was held via a Zoom videoconference and broadcast from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. The meeting was called to order by staff at 7:02pm. Council Member Toms led the Pledge of Allegiance.

2. ROLL CALL & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.

A. COUNCIL MEMBERS PRESENT

Norma Martinez-Rubin, Council Member – City of Pinole
Tiffany Grimsley, Council Member - City of Hercules
Maureen Toms, Council Member – City of Pinole

COUNCIL MEMBERS ABSENT

Dilli Bhattarai, Council Member - City of Hercules
Devin Murphy, Mayor Pro Tempore – City of Pinole

B. STAFF PRESENT

City of Pinole

Heba El-Guindy, Public Works Director
Josh Binder, Wastewater Treatment Plant Manager

City of Hercules

Glenn Dombeck, Public Works Director

3. APPROVAL OF THE MINUTES FROM THE DECEMBER 18, 2025, MEETING

Council Member Martinez-Rubin made a motion to approve the minutes; Council Member Grimsley seconded; all in favor; motion passed.

4. CITIZENS TO BE HEARD (Public Comments)

None.

5. WATER POLLUTION CONTROL PLANT (WPCP) OPERATIONS REPORT

Plant Manager Josh Binder presented the Operations Report for the months of January, February, and March 2026 via PowerPoint presentation, which covered monthly flow data, monthly performance indicators, project updates, operations and maintenance updates.
(Please refer to the presentation for the specific data.)

Both cities contributed similar portions of total flow, and the treatment plant continued to perform well above regulatory requirements, with pollutant removal rates consistently between 94% and 96%. The plant remains in compliance with all environmental standards.

Next, Plant Manager Binder presented the project updates for: Bower Replacement, Effluent Outfall Project, and WWTP Operations and Maintenance Manual. 1) Blower Replacement: One blower out of three has been replaced, and the two additional blower replacements will be completed by the end of the year. 2) The Effluent Outfall Project, previously delayed due to lack of design bids, is being prepared for rebidding. Budget and scope of work have been expanded; an updated RFP is being developed with an on-call engineering firm. 3) Staff are updating the Plant's Operations & Maintenance Manual, a large technical 500-page document required by permit. Expected completion is by end of the year. The last major version of the manual was produced circa 1995. Council Member Martinez-Rubin asked about the extra time needed to complete the manual and if there is a deadline to complete the manual. Director El-Guindy added that the increased timeline to finish the manual was necessary as Plant Manager Binder had been leading several Capital Improvement projects. Public Works is actively recruiting new engineering staff at this time. Plant Manager Binder answered that there is no firm deadline but it would need to be accomplished by 2028 which is when the current permit cycle ends.

Plant Manager Binder continued with Operations and Maintenance Updates: 1) Laboratory Audit: The plant successfully passed a state laboratory audit in January 2026 by ELAB, the agency which oversees laboratories and provides accreditation. The lab remodel was not on this agenda. Currently, the design and equipment selection are being finalized. A full update is expected at the next meeting. 2) The Waste Activated Sludge (WAS) pump failed and was rebuilt in-house. It was returned to service with new internal components. 3) Grit System Maintenance: Council Member Grimsley inquired how many times per year it is performed. Plant Manager Binder answered that it is performed twice per year prior to wet weather season and sometimes at the end of wet weather season. During storms, grease accumulates and clogs the system. Staff used vacuum equipment to clean the system, and the tank has been restored to full operation. Cleaning is done in-house at no additional external cost. Council Member Grimsley commended the cleanliness of the grit system as observed during a recent plant visit.

6. FISCAL YEAR (FY) 2026-27 BUDGET

Finance Director Guillory presented the preliminary Wastewater budget for Fiscal year 2026–27. Council Member Toms asked if the Committee will be approving the budget tonight; Director Guillory answered that it is a review only. Council Member Toms inquired whether there would be another Wastewater meeting prior to budget approval; Director Guillory clarified that it has not been standard practice but would be adopted with the rest of the city budget. Final approval will occur during each city's regular budget adoption process in June with each city adopting their portion of the budget. Council Member Martinez-Rubin asked if at the next City Council meeting, they would see the revenue from the plant to get a sense if the operating costs of this preliminary draft are within the budget. Director Guillory answered that the first draft of the full city budget will be presented on May 5, 2026. The Wastewater Enterprise Fund including treatment and collections is approximately \$12.5 million, and the system currently maintains about \$23 million in reserves for future capital projects. Carry-forward project funds remain fully available for FY 2026–27. With regards to the accumulation of the Enterprise Fund, Director El-Guindy clarified

that this fund is also used citywide. What is shared between the cities of Hercules and Pinole are projects specific to the plant.

7. NEW SEWER CONNECTIONS

No new connections for Pinole; no new connection for Hercules.

8. DISCUSSION TO SET DATES & TIMES FOR FUTURE MEETINGS

Due to conflicts with other regional meetings, the Subcommittee is looking to transition away from Thursday meetings. Council Member Toms, as the alternate committee member, mentioned that the primary committee member has a conflict on 3rd Thursdays, and herself also having a conflict. Members expressed broad support for Wednesday evenings, avoiding second Wednesdays due to existing conflicts. An early evening start around 6:00 PM is preferred. Director El-Guindy proposed to distribute a scheduling poll to finalize dates. Council Member Martinez-Rubin noted that other than 2nd Wednesdays she would be available. A morning time was also proposed; however, several members work full-time. Council Member Toms suggested either a 1st or 3rd Wednesday.

9. ADJOURNMENT

Staff adjourned the meeting at 7:35pm to the next Wastewater Subcommittee Meeting on July 16, 2026, at 7:00pm.

Submitted by:

Heba El-Guindy

Public Works Director

City of Pinole

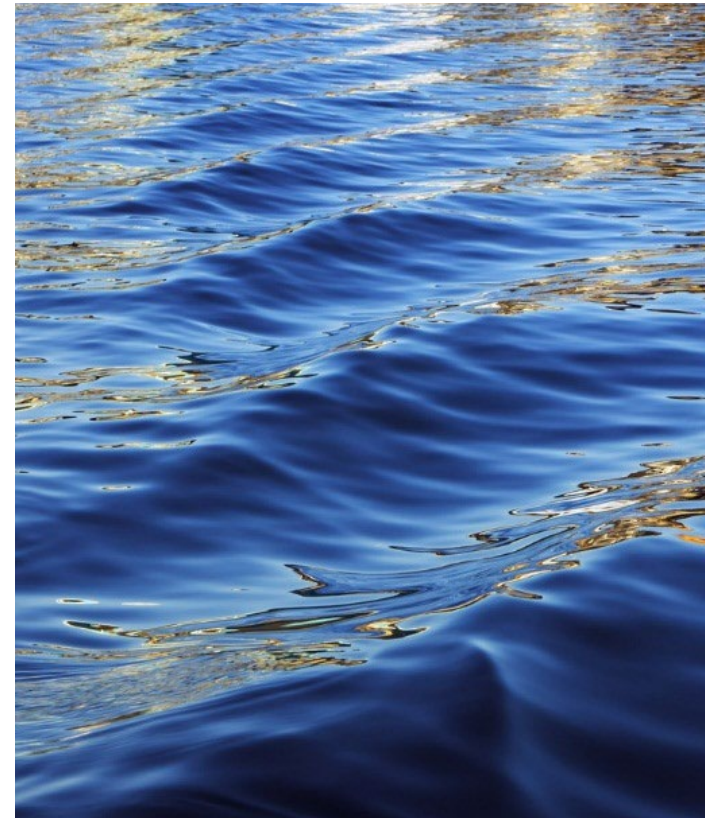
Approved by Wastewater Subcommittee Meeting:

PINOLE-HERCULES WASTEWATER SUBCOMMITTEE

OPERATIONS REPORT

July 16, 2026

Josh Binder, Plant Manager



Topics Will Include:

1. Monthly Flow Data
2. Monthly Performance Indicators
3. Project Updates
4. Operations and Maintenance Updates

Monthly Flow Data

Hercules right to use: 2.27 MGD*
Pinole right to use: 1.79 MGD*
* Average Dry Weather Flow

HERCULES Flow - April 2026			Gallons	HERCULES Flow - May 2026			Gallons	HERCULES Flow - June 2026			Gallons
Minimum	1.23		1,230,000	Minimum	1.18		1,180,000	Minimum	1.09		1,090,000
Average (MGD)	1.34		1,342,000	Average (MGD)	1.30		1,295,000	Average (MGD)	1.22		1,223,000
Maximum	1.65		1,650,000	Maximum	1.39		1,390,000	Maximum	1.34		1,340,000
Total	40.25 [46%]		40,250,000	Total	40.14 [48%]		40,140,000	Total	36.70 [47%]		36,700,000
PINOLE Flow - April 2026			Gallons	PINOLE Flow - May 2026			Gallons	PINOLE Flow - June 2026			Gallons
Minimum	1.28		1,280,000	Minimum	1.32		1,320,000	Minimum	1.34		1,340,000
Average (MGD)	1.57		1,571,000	Average (MGD)	1.41		1,410,000	Average (MGD)	1.37		1,371,000
Maximum	3.17		3,170,000	Maximum	1.53		1,530,000	Maximum	1.44		1,440,000
Total	47.12 [54%]		47,120,000	Total	43.72 [52%]		43,720,000	Total	41.12 [53%]		41,120,000

Monthly Performance Indicator Definitions

- Carbonaceous Biochemical Oxygen Demand (cBOD) – Measures dissolved oxygen depletion from organic carbon-containing compounds.
- Total Suspended Solids (TSS) – The dry weight of suspended particles that can be trapped by a filter.
- Enterococcus – An indicator organism used to measure the presence of fecal matter in water.
- Ammonia – A key nutrient in the wastewater nitrification process but is toxic to fish and other aquatic life at higher concentrations.

Monthly Performance Indicators

April 2026 PERFORMANCE INDICATORS

PARAMETER	UNIT	MONTHLY EFF LIMIT	INFLUENT AVERAGE	EFFLUENT AVERAGE	% REMOVAL
cBOD	mg/L	25	226	12.2	95
TSS	mg/L	30	324	13.16	96
Enterococcus	MPN	260		1.3	
Ammonia	mg/L	110		42	

June 2026 PERFORMANCE INDICATORS

PARAMETER	UNIT	MONTHLY EFF LIMIT	INFLUENT AVERAGE	EFFLUENT AVERAGE	% REMOVAL
cBOD	mg/L	25	254	7.79	97
TSS	mg/L	30	456	8.31	98
Enterococcus	MPN	260		1.0	
Ammonia	mg/L	110		10	

May 2026 PERFORMANCE INDICATORS

PARAMETER	UNIT	MONTHLY EFF LIMIT	INFLUENT AVERAGE	EFFLUENT AVERAGE	% REMOVAL
cBOD	mg/L	25	235	10.46	94
TSS	mg/L	30	387	14.23	96
Enterococcus	MPN	260		1.1	
Ammonia	mg/L	110		34	

- ❖ Enterococcus is calculated as a 6-week Rolling Geometric Mean.
- ❖ Influent Ammonia sampling is performed in June and November.

Project Updates

- Blower Replacement
- Effluent Outfall and Nutrient Removal Upgrades Project
- WWTP Operations & Maintenance Manual

Project Updates

- Blower Replacement – Reviewing Submittals for (2) remaining blowers



Project Updates

- Effluent Outfall Project - Out to bid summer of 2024 - No bidders
Update May 2025 - Increased design budget amount and scope of work.
Update February 2026 - Discussed project RFP with on-call engineering firm.
Update July 2026 - Working on updating the RFP with internal staff.
- WWTP Operations & Maintenance Manual - In Progress - Target completion date 12/31/26.

Operations and Maintenance Updates

- Digester #4 Recirculation System Cleaning
- Digester Process Area - New Valve Installation
- Digester Process Area - Fresh Paint
- New Ford F250 Truck

Digester #4 Recirculation System Cleaning



Digester Area – New Valve Installation



Digester Area - Fresh Paint



Digester Area - Fresh Paint



New Ford F250 Truck

