

1902 - Serving Our Community for over 115 Years - 2021
WEST BAY SANITARY DISTRICT
AGENDA OF BUSINESS
REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, OCTOBER 13, 2021 AT 7:00 P.M.
RONALD W. SHEPHERD ADMINISTRATION BUILDING,
500 LAUREL STREET, MENLO PARK, CALIFORNIA 94025

Board Members

Fran Dehn, President
David Walker, Secretary
Roy Thiele-Sardiña, Treasurer
Edward P. Moritz, Member
George Otte, Member

District Manager

Sergio Ramirez

District Legal Counsel

Anthony Condotti, Esq.

AGENDA OF BUSINESS

NOTICE OF PUBLIC PARTICIPATION BY TELECONFERENCE or ZOOM ONLY

Pursuant to Governor Newsom's Executive Order N-29-20, members of the West Bay Sanitary District Board of Directors and Staff may participate in this meeting via a teleconference. In the interest of reducing the spread of COVID- 19, members of the public are allowed to participate telephonically only, and may submit comments in advance by email addressed to treese@westbaysanitary.org by 4:00 p.m. on Wednesday, October 13th.

To participate by telephone or Zoom meeting, public comments can be made by joining Zoom meeting at:

<https://us06web.zoom.us/j/83530851901?pwd=djRGQzdMQU8rSiVMYjg3L1dUQ2w2dz09>

Meeting ID: 835 3085 1901 Passcode: 795636

Or by phone, call: 1-669-900-6833 Meeting ID: 835 3085 1901 Passcode: 795636

Following receipt of public comment and open session items, the Board will adjourn to closed session. Reportable action, if any, will be available upon inquiry within twenty-four (24) hours.

NOTE: The Board may take action on any agendized item unless specifically designated a "discussion" item or a "report."

1. Call to Order and Roll Call
2. Communications from the Public
3. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Mckelvy (130 Shawnee Pass, Portola Valley) Pg. 3-1
4. Consider Adopting Resolution Ordering Annexation of Certain Parcels in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board – Lands of Mckelvy (130 Shawnee Pass, Portola Valley) Pg. 4-1

5. 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 September 22, 2021 Pg. 5A-1
 - B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru September 30, 2021 Pg. 5B-1
 - C. WBSD Operations and Maintenance Report – September 2021 Pg. 5C-1
 - D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – September 2021 Pg. 5D-1
 - E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – September 2021 Pg. 5E-1
 - F. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 130 Shawnee Pass, Portola Valley Pg. 5F-1
6. Consider Authorizing District Manager to Enter into an Agreement for Preliminary Project Management, Engineering, and Support Services for the “Bayfront Recycled Water Facility Project” with Woodard & Curran Pg. 6-1
7. Consider Authorizing the District Manager to enter into an Agreement with Sharon Heights Golf and Country Club and Allow the District Manager to Authorize an Application for a State Revolving Fund Loan from the State Water Resources Control Board for the Design and Construction of the Avy Altschul Pump Station Pg. 7-1
8. Consider Accepting the Performance Merit Pay Program Results Oct. 1, 2020 to Sept. 30, 2021 and Authorize the District Manager to Disburse the Final Payout Pg. 8-1
9. Consider Approving District Treasury Report First Quarter FY 2021-22 Pg. 9-1
10. District Manager’s Report Pg. 10-1
11. Discussion and Direction on the District and South Bayside Waste Management Authority (SBWMA) Implementation of California Senate Bill (SB) 1383 Short-Lived Climate Pollutants: Organic Waste Methane Emissions Reductions Pg. 11-1
12. October 13th Update Report on District Response to Corona Virus Pg. 12-1
13. Discussion and Direction on Sharon Heights Recycled Water Plant Pg. 13-1
14. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 14-1
15. Report and Discussion on South Bayside Waste Management Authority (SBWMA) Pg. 15-1
16. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 16-1

17. Closed Session

- A. CONF. WITH LABOR NEGOTIATORS (Cal. Govt. Code § 54957.6)
Agency designated representatives: District Manager/Legal Counsel
Represented, Unrepresented & Exempt employees

- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Cal. Govt. Code §54956.9(d))
Name of Case: *1740 Oak Avenue, LP v. West Bay Sanitary District, et al.* – SM CSC
Case No. 18CIV02183

- C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant Cal. Govt. Code §54956.9(d)(2): (1 potential case)

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

19. Adjournment

The West Bay Sanitary District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 321-0384 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.

THIS PAGE LEFT INTENTIONALLY BLANK



WEST BAY SANITARY DISTRICT AGENDA ITEM 3

To: *Board of Directors*

From: *Bill Kitajima, Projects & IT Manager
Jonathan Werness, Engineering Technician*

Subject: *Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Mckelvy (130 Shawnee Pass, Portola Valley)*

Background

On the Special Meeting of August 18, 2021, the Board adopted a Resolution of intention to annex the parcel referenced above to the District's On-Site Wastewater Disposal Zone. The Public Hearing date was established as October 13, 2021.

Analysis

The District's ***Master Resolution Governing Annexations of Territory to the West Bay Sanitary District On-Site Disposal Zone*** states: "Pursuant to Section 6959 of the Health and Safety Code, the date of the Public Hearing shall be commenced no less than 45 days nor more than 60 days from the date of adoption of the Resolution of Intention, and the Public Hearing shall be completed no more than 90 days after the first day of the hearing."

In accordance with Section 6960, and 6960.1 of the same code, reviews and reports of findings are required of both the County Health Officer and Regional Water Quality Control Board. Additionally, Section 6960.3 of this code requires the review and approval by a local agency formation commission, which has adopted rules and regulations affecting the functions and services of special districts.

The San Mateo County Health Officer has responded by a letter of approval dated September 28, 2021 a copy of which is attached; the San Francisco Bay Regional Water Quality Control Board responded by a letter of approval dated September 24, 2021, a copy of which is attached; and the San Mateo Local Agency Formation Commission has approved per their Resolution No. 1262 dated May 19, 2021, a copy of which is attached.

Fiscal Impact

Property owners have paid all annexation fees and the fiscal impact would be additional sewer service charge revenue to the District once the parcel is connected.

Recommendation

The Board is asked to close the Public Hearing following public comment.

Attachments: San Mateo County Health Officer Letter

San Francisco Bay Regional Water Quality Control Board Letter

San Mateo Local Agency Formation Commission Resolution No. 1262



COUNTY OF SAN MATEO

Heather Forshey, MS, REHS
Director

Environmental Health Services
San Mateo County Health
2000 Alameda de las Pulgas
Suite 100
San Mateo, CA 94403
smchealth.org

September 28, 2021

APN 077-033-030

Todd Reese
West Bay Sanitary District
500 Laurel Street
Menlo Park, CA 94025

Dear Mr. Reese:

**SUBJECT: ANNEXATION, 130 SHAWNEE PASS, PORTOLA VALLEY,
APN 077-033-030**

Thank you for the September 24, 2021, letter of *Intention to Annex Certain Territory* to District's On-Site Wastewater Disposal Zone for the subject parcel. County Environmental Health has reviewed the letter of intent and has no objection to the annexation of this parcel into the District's on-site wastewater disposal zone. The existing onsite wastewater treatment system (OWTS) must be destroyed under permit with Environmental Health upon connection to the West Bay system.

Should you have any questions, please call me at (650) 372-6279.

Sincerely,

Gregory J. Smith, PG, REHS
Supervisor Water Protection and Land Use Programs

cc: Laura Russell, Planning Director, Town of Portola Valley





San Francisco Bay Regional Water Quality Control Board

September 24, 2021
File: CW-255833

Bill Kitajima (bkitajima@westbaysanitary.org)
Projects & IT Manager
West Bay Sanitary District
500 Laurel Street
Menlo Park, California 94025-3486

Approval to Annex Certain Territory (Lands of Mckelvy) to the West Bay Sanitary District On-Site Wastewater Disposal Zone: APN: 077-033-030-

Dear Bill Kitajima:

The Regional Water Board hereby approves the annexation of the subject parcel to the On-Site Wastewater Disposal Zone of the West Bay Sanitary District (District). The property owners applied to the District for annexation “for the purpose of obtaining sewer service for a single-family residence.” To connect to existing District sewer facilities, the property owners require a Grinder Pump System that the District must maintain. Therefore, this parcel must be annexed into the District's disposal zone.

The Regional Water Board's approval is conditional upon the District (1) retaining responsibility for operation and maintenance of the grinder pump system, and (2) ensuring the proper operation and maintenance of the other sewerage facilities serving the parcel. Disposal of sewage onto soils within the disposal zone is not approved.

If you have any questions, please contact me at (510) 622-2407, or via e-mail at gaurav.mittal@waterboards.ca.gov.

Sincerely,

Gaurav Mittal
Water Resource Control Engineer

RESOLUTION NO. 1262

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
OF THE COUNTY OF SAN MATEO
MAKING DETERMINATIONS, APPROVING LAFCO FILE 21-04 -
ANNEXATION OF 130 SHAWNEE PASS, PORTOLA VALLEY
TO THE WEST BAY SANITARY DISTRICT,
WAIVING CONDUCTING AUTHORITY PROCEEDINGS, AND ANNEXATION
TO THE ON-SITE WASTEWATER DISPOSAL ZONE**

RESOLVED, by the Local Agency Formation Commission of the County of San Mateo, State of California, that

WHEREAS, a proposal for the annexation of certain territory to the West Bay Sanitary District in the County of San Mateo was heretofore filed with the Executive Officer of this Local Agency Formation Commission pursuant to Title 5, Division 3, commencing with Section 56000 of the Government Code; and

WHEREAS, the Executive Officer has reviewed the proposal and prepared a report, including the recommendations thereon, the proposal and report having been presented to and considered by this Commission; and

WHEREAS, it appears to the satisfaction of this Commission that all owners of the land included in the proposal consent to the proceeding; and

WHEREAS, a public hearing by this Commission was held on the proposal and at the hearing this Commission heard and received all oral and written protests, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to the proposal and the Executive Officer's report; and

WHEREAS, the landowners and District have requested that the Commission waive conducting authority proceedings pursuant to government code Section 56837(c); and

WHEREAS, the proposal is categorically exempt from the environmental review requirements of

the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15319(a) & (b) (Annexations of Existing Facilities and Lots for Exempt Facilities); and

NOW, THEREFORE, the Local Agency Formation Commission of the County of San Mateo DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. This proposal is approved, subject to the following conditions: None.

Section 2. The boundaries as set forth in the application are hereby approved as submitted and are as described in Exhibit "A" attached hereto and by this reference incorporated herein.

Section 3. The territory consists of 1.5 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of 130 Shawnee Pass, Portola Valley to the West Bay Sanitary District.

Section 4. Conducting authority proceedings are hereby waived in accordance with Government Code Section 56663 and this annexation is hereby ordered.

Section 5. Subsequent annexation to the On-Site Wastewater Disposal Zone is hereby approved.

APPROVED
SAN MATEO LOCAL AGENCY
FORMATION COMMISSION
455 COUNTY CENTER
REDWOOD CITY, CA 94063

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 19th day of May 2021.

Ayes and in favor of said resolution:

Commissioners: Ann Draper
Don Horsley
Ric Lohman
Joshua Cosgrove
Harvey Rarback
Mike O'Neill
Warren Slocum

APPROVED
SAN MATEO LOCAL AGENCY
FORMATION COMMISSION
455 COUNTY CENTER
REDWOOD CITY, CA 94063
EXHIBIT B PAGE 3 OF 3

Noes and against said resolution:

none

Commissioners Absent and/or Abstentions:

Commissioners: none



Chair
Local Agency Formation Commission
County of San Mateo
State of California

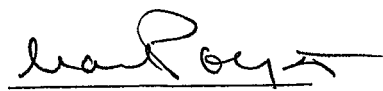
ATTEST:


Executive Officer
Local Agency Formation Commission

Date: 6-21-21

I certify that this is a true and correct copy of the resolution above set forth.

Date: 6-21-21


Clerk to the Commission
Local Agency Formation Commission

THIS PAGE LEFT INTENTIONALLY BLANK



WEST BAY SANITARY DISTRICT AGENDA ITEM 4

To: *Board of Directors*

From: *Bill Kitajima, Projects & IT Manager
Jonathan Werness, Engineering Technician*

Subject: *Consider Adopting Resolution Ordering Annexation of Certain
Parcels in the Territory of West Bay Sanitary District to the
West Bay Sanitary District's On-Site Wastewater Disposal Zone
Including Certain Determinations, Findings and Declarations of
the District Board – Lands of Mckelvy (130 Shawnee Pass,
Portola Valley)*

Background

This property will utilize a Grinder Pump system; consequently this property must be annexed into the District's On-Site Wastewater Disposal Zone. The proponent shall be required to connect to the existing force main along Shawnee Pass by means of a main extension.

Analysis

Following the Public Hearing to annex certain territory to the District's On-Site Wastewater Disposal Zone, the attached resolution would formally complete the annexation of the referenced Lands of Mckelvy.

Fiscal Impact

Property owners have paid all annexation fees and the fiscal impact would be additional sewer service charge revenue to the District once the parcel is connected.

Recommendation

Subject to the final review by legal counsel and the findings of the resolution holding true through the public hearing (i.e., protests by less than 35 percent of the voters and landholders), it is recommended by the Projects & IT Manager that the Board adopt the resolution as drafted.

Attachment: Resolution _____ (2021), Site Map, Plat & Legal/Geographic Description

WEST BAY SANITARY DISTRICT

RESOLUTION NO. _____ (2021)

**RESOLUTION ORDERING ANNEXATION OF CERTAIN TERRITORY OF WEST BAY
SANITARY DISTRICT TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER
DISPOSAL ZONE INCLUDING CERTAIN DETERMINATIONS, FINDINGS AND
DECLARATIONS OF THE DISTRICT BOARD
(130 SHAWNEE PASS - LANDS OF MCKELVY)**

The District Board of West Bay Sanitary District determines, finds and declares as follows:

(a) The proceedings, which are the subject of the Resolution, are undertaken pursuant to Chapter 3 of Part 2 of Division 5 (commencing with Section 6950) of the California Health & Safety ("H & S") Code having to do with the formation of, and annexations to, on-site wastewater disposal zones.

(b) On August 18, 2021 the District Board approved and adopted Resolution No. 2261 (2021), "RESOLUTION OF INTENTION TO ANNEX CERTAIN TERRITORY TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE." Among other things, Resolution No. 2261 (2021) described the area to be annexed to the zone, the name and address of the applicant and the number, type, volume and location of on-site wastewater disposal systems proposed.

(c) Pursuant to Resolution No. 2261 (2021), a public hearing was noticed in the manner required by H&S § 6958. The public hearing was commenced on October 13, 2021 and closed on October 13, 2021.

(d) Prior to the close of the hearing, the District Board received and considered reports from the following public officials and agencies as required by law:

- i. From the Public Health and Environmental Protection Division, Health Services Agency of the County of San Mateo, a letter dated September 28, 2021, constituting the report of the local health officer specifying the matters required by H & S § 6960.1.
- ii. From the California Regional Water Quality Control Board, San Francisco Bay Region, a letter dated September 24, 2021 constituting the report of the affected regional water quality control board with regard to the matters required by H & S § 6960.1 and approving the proposed plan for wastewater disposal by the affected regional water quality control board required by H & S § 6960.4.
- iii. From San Mateo Local Agency Formation Commission, a letter by which the commission approved annexation to the District and the District's On-Site Wastewater Disposal Zone.

(e) At all times during the public hearing, the District was prepared to hear and receive any oral or written protests, objections and evidence which might be offered. No oral or written protests, objections or evidence in opposition to the proposal were made, presented or filed at any time. Therefore, pursuant to H & S § 6963, it is determined that written protests filed and not withdrawn prior to the conclusion of the public hearing represented:

- i. Less than 35 percent of the number of voters who reside in the territory to be annexed to the zone; and
- ii. Less than 35 percent of the number of owners of real property in the territory to be annexed to the zone who also own not less than 35 percent of the assessed value of real property in the territory to be annexed to the zone.

(f) The number and types of on-site wastewater disposal systems proposed to be acquired, operated, maintained and monitored in the territory to be annexed to the zone are in conformity with and do not exceed the limitations set forth in the reports referred to (d) i. and ii. above.

(g) The territory proposed for annexation to the zone contains two (2) voters as defined in the Elections Code.

(h) Operation of the zone in the territory to be annexed will not result in land uses that are not consistent with general plans, zoning ordinances or other land use regulations of the Town of Portola Valley, the County of San Mateo or any other affected public agency.

In consideration of the foregoing determinations, findings and declarations,

IT IS RESOLVED by the District Board as follows:

1. The territory described in Exhibit "A" shall be annexed to the West Bay Sanitary District On-Site Wastewater Disposal Zone.
2. This annexation shall be accomplished without an election and confirmation of voters within the area to be annexed shall not be required on the question of such annexation.
3. The exterior boundaries of the annexation shall include the same territory described in Exhibit "A" to Resolution No. 2261 (2021), which Exhibit "A" is attached to this Resolution and incorporated herein by reference.
4. There shall be one on-site wastewater disposal system serving one residential user in the territory to be annexed to the zone, which system the District will either acquire, operate, maintain or monitor, as the case may be, all as set forth in Exhibit "B" to Resolution No. 2261 (2021), which Exhibit "B" is attached to this Resolution and incorporated herein by reference.
5. Operations of the portions of the zone annexed herein shall be financed by a system of fees and charges imposed upon persons who make use of the on-site wastewater disposal system in the territory annexed to the zone. The fees and charges will be structured to take into account the actual costs of operating and administering the zone and the maintenance, repair and replacement of wastewater facilities within the

territory annexed to the zone. The fees and charges will, to the extent applicable, include the cost of transporting zone-generated wastewaters to appropriate wastewater treatment facilities.

Passed and adopted by the District Board of West Bay Sanitary District at a regular meeting thereof held on the 13th day of October, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the District Board of the
West Bay Sanitary District, San
Mateo County, State of California

Attest:

Secretary of the District Board of the
West Bay Sanitary District, San Mateo
County, State of California

“EXHIBIT A”

DATE: 01-26-2021

ANNEXED TO: WEST BAY SANITARY DISTRICT

NAME OF ANNEXATION: WEST BAY SANITARY DISTRICT

**GEOGRAPHIC DESCRIPTION
LANDS OF MCKELVY
AND PORTIONS OF SHAWNEE PASS
PROPOSED WEST BAY SANITARY DISTRICT ANNEXATION
1.53 ACRE +/- PARCEL**

ALL THAT REAL PROPERTY IN THE TOWN OF PORTOLA VALLEY, COUNTY OF SAN MATEO, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING ALL OF LOT 12 BLOCK 2, AND PORTIONS OF SHAWNEE PASS, AS DESIGNATED ON THE MAP ENTITLED “TRACT NO. 761, ARROWHEAD MEADOWS UNIT NO.2, SAN MATEO COUNTY, CALIFORNIA, BEING A PORTION OF THE RANCHO EL CORTE MADERA SUBDIVISION”, FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON MAY 29, 1958 IN BOOK 48 OF MAPS AT PAGES 48 TO 49, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHWESTERLY CORNER OF SAID LOT THENCE ALONG THE WESTERLY LINE OF SAID LOT NORTH 07°58'13" EAST 137.75 FEET (1);
THENCE CONTINUING ALONG SAID WESTERLY LINE NORTH 03°30'00" WEST 40.00 FEET (2) TO THE NORTHWEST CORNER OF SAID LOT;
THENCE LEAVING SAID WESTERLY LINE NORTH 86°30'00" EAST 300.00 FEET (3) TO A POINT ON THE EASTERLY RIGHT OF WAY OF SAID SHAWNEE PASS, 50 FEET IN WIDTH;
THENCE ALONG THE EASTERLY RIGHT OF WAY OF SAID SHAWNEE PASS SOUTH 03°30'00" EAST 250.43 FEET (4) TO A POINT OF THAT CERTAIN ANNEXATION RESOLUTION NO. 2050, SAID POINT LYING ON THE WESTERLY LINE OF LOT 1, BLOCK 5 OF SAID MAP AND THE BEGINNING OF A CURVE TO THE LEFT WITH A RADIUS OF 275.00 FEET;
THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 31°45'00" AN ARC LENGTH 152.39 FEET (5);
THENCE LEAVING SAID EASTERLY RIGHT OF WAY AND SAID ANNEXATION DOCUMENT, SOUTH 54°45'00" WEST 50.00 FEET (6) TO A POINT ON THE WESTERLY RIGHT OF WAY OF SAID SHAWNEE PASS, TO THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT, TO WHICH A RADIAL BEARS SOUTH 54°45'00" WEST;
THENCE ALONG SAID WESTERLY RIGHT OF WAY THROUGH SAID CURVE WITH A RADIUS OF 325.00 FEET, THROUGH A CENTRAL ANGLE OF 31°45'00", AN ARC LENGTH OF 180.10 FEET (7);
THENCE NORTH 03°30'00" WEST 75.43 FEET (8) TO THE SOUTH EAST CORNER OF SAID LOT 12;
THENCE LEAVING SAID RIGHT OF WAY ALONG THE SOUTHERLY LINE OF SAID LOT, SOUTH 86°30'00" WEST 277.39 FEET (9) TO THE **POINT OF BEGINNING**.

CONTAINING 1.53 ACRES +/-

FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.



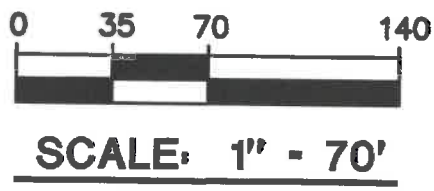
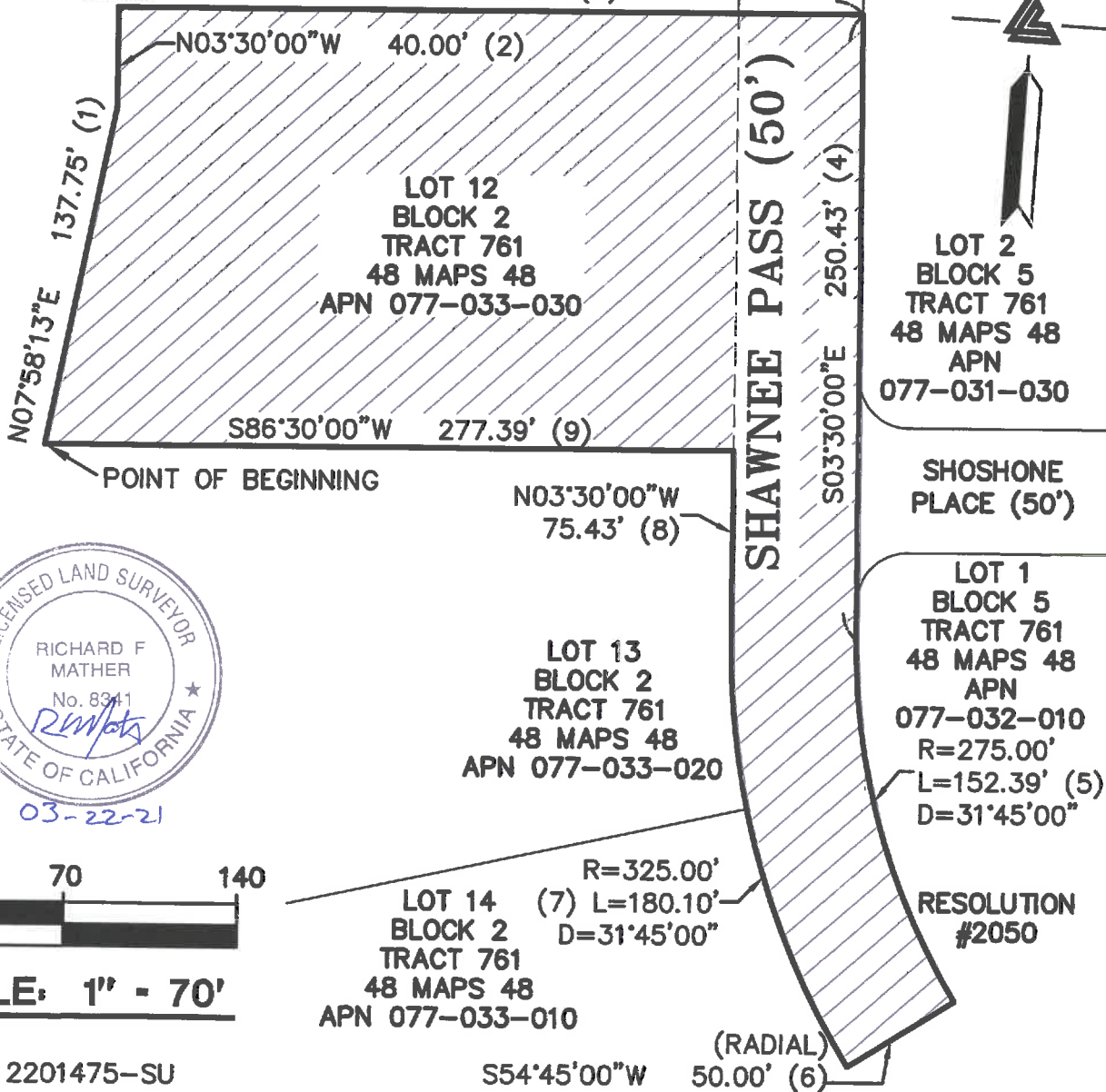
**WEST BAY SANITARY DISTRICT
(130 SHAWNEE PASS)**

DISCLAIMER: FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED



VICINITY MAP
NO SCALE

**LOT 11, BLOCK 2
TRACT 761
48 MAPS 48
APN 077-033-040
N86°30'00"E 300.00' (3)**



JOB. NO. 2201475-SU

(RADIAL)
S54°45'00"W 50.00' (6)

LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS • LAND SURVEYORS

BAY AREA REGION 2495 INDUSTRIAL PKWY WEST HAYWARD, CALIFORNIA 94545 (P) (510) 887-4086 (F) (510) 887-3019	SACRAMENTO REGION 3017 DOUGLAS BLVD, # 300 ROSEVILLE, CA 95661 (P) (916)966-1338 (F) (916)797-7363
---	--

WWW.LEABRAZE.COM

EXHIBIT 'B'
**PLAT TO ACCOMPANY LEGAL DESCRIPTION
PROPOSED SEWER ANNEXATION
LANDS OF MCKELVY AND PORTIONS OF
SHAWNEE PASS.
TOWN OF PORTOLA VALLEY
SAN MATEO COUNTY, CALIFORNIA**

North: 5094.2799' East: 5541.0490'

Segment #1 : Line

Course: N07° 58' 13"E Length: 137.75'
North: 5230.6993' East: 5560.1493'

Segment #2 : Line

Course: N03° 30' 00"W Length: 40.00'
North: 5270.6247' East: 5557.7074'

Segment #3 : Line

Course: N86° 30' 00"E Length: 300.00'
North: 5288.9392' East: 5857.1478'

Segment #4 : Line

Course: S03° 30' 00"E Length: 250.43'
North: 5038.9763' East: 5872.4362'

Segment #5 : Curve

Length: 152.39' Radius: 275.00'
Delta: 31°45'00" Tangent: 78.21'
Chord: 150.45' Course: S19° 22' 30"E
Course In: N86° 30' 00"E Course Out: S54° 45' 00"W
RP North: 5055.7647' East: 6146.9233'
End North: 4897.0467' East: 5922.3479'

Segment #6 : Line

Course: S54° 45' 00"W Length: 50.00'
North: 4868.1894' East: 5881.5158'

Segment #7 : Curve

Length: 180.10' Radius: 325.00'
Delta: 31°45'00" Tangent: 92.43'
Chord: 177.80' Course: N19° 22' 30"W
Course In: N54° 45' 00"E Course Out: S86° 30' 00"W
RP North: 5055.7616' East: 6146.9244'
End North: 5035.9202' East: 5822.5308'

Segment #8 : Line

Course: N03° 30' 00"W Length: 75.43'

North: 5111.2095' East: 5817.9259'

Segment #9 : Line

Course: S86° 30' 00"W Length: 277.39'

North: 5094.2752' East: 5541.0533'

Perimeter: 1463.48' Area: 66431.78 Sq. Ft.

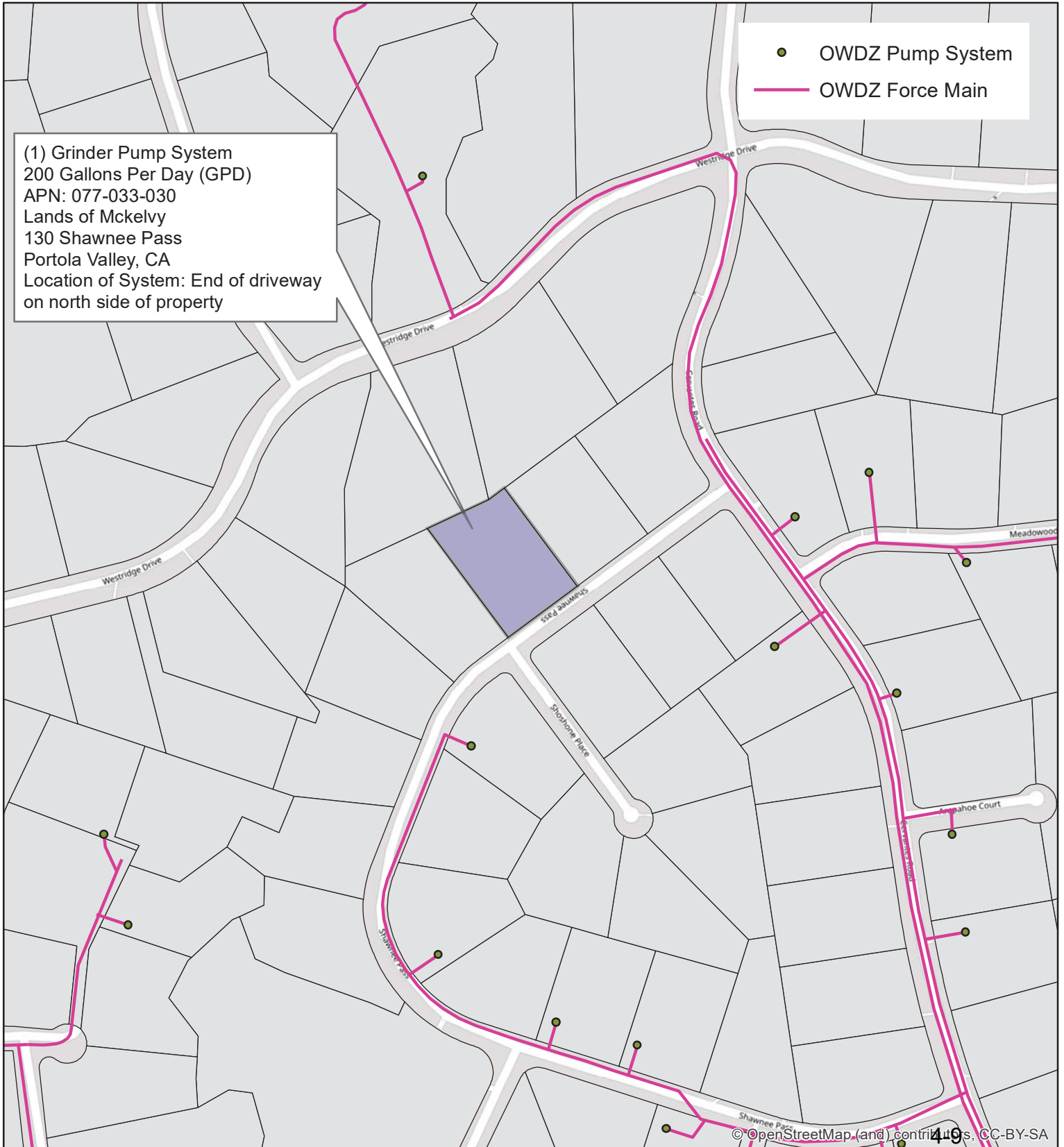
Error Closure: 0.0064 Course: S42° 21' 58"E

Error North: -0.00470 East: 0.00428

Precision 1: 228007.81



WEST BAY SANITARY DISTRICT
EXHIBIT "B"
SITE LOCATION
130 SHAWNEE PASS
PORTOLA VALLEY, CA
GRINDER SYSTEM



THIS PAGE LEFT INTENTIONALLY BLANK



1902 - Serving Our Community for over 115 Years - 2021

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, SEPTEMBER 22, 2021 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, Hulsmann, Fisher. Condotti by Zoom

Others Present: Jed Riddle – Menlo Country Club, Dave Richardson – Woodard & Curran. Resident EJ Shalaby by Zoom

2. Communications from the Public: None.

3. Public Hearing - Annexing Certain Territory within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Oak Hills Ranch LLC (193 Meadow Drive, Portola Valley)

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

Discussion/Comments: None.

Motion to Close Public Hearing by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

4. Consideration of Adopting Resolution Ordering Annexation of Certain Parcels in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board – Lands of Oak Hills Ranch LLC (193 Meadowood Drive, Portola Valley)

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

Discussion/Comments: None.

5. **Consent Calendar**

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

- A. Approval of Minutes for Regular meeting September 8, 2021
- B. Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 193 Meadowood Drive, Portola Valley
- C. Consider Authorizing the District Manager to Consent to the Abandonment of Public Utility Easement at 248 Oakhurst Place, Menlo Park

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

6. **Consider Approving an Agreement with Menlo Country Club and a Resolution Allowing the District Manager to Authorize an Application for a Grant from the State Water Resources Control Board for a Water Recycling Planning Study in Collaboration with Menlo Country Club**

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

Discussion/Comments: District Manager Ramirez reported that on July 28, 2021, the Board approved applying for a planning grant for the proposed Woodside Recycled Water Facility Project in collaboration with Menlo Country Club (MCC) with the understanding that West Bay Sanitary District (WBSD) would not be obligated to construct the recycled water facility. District Manager Ramirez requested two actions:

- 1) Approve the Agreement between WBSD and MCC that arranges for WBSD to participate as a public partner in the planning study.
- 2) Approve a resolution allowing the District Manager to authorize an application for a fifty/fifty grant from the State Water Resources Control Board. The total cost of the work outlined would be \$300,000.

Secretary Walker stated he would like staff to track the deposit and provide a monthly update in the District Manager's Report.

7. **Consider Authorizing District Manager to Submit a Clean Water State Revolving Fund Application for the "Bayfront Recycled Water Facility Project" and Adopt the Reimbursement and Authorizing Resolutions**

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

Discussion/Comments: District Manager Ramirez reported that a Board resolution is required to apply for the \$66.6M SRF loan. He also reported that users of the recycled water facility project would reimburse the District for the SRF loan payments.

8. District Manager's Report

Discussion/Comments: District Manager Ramirez reported that the LAFCo's Municipal Services Review (MSR) is currently underway. He also reported the Capital Improvement Project (CIP) is continuing in easement areas. He continued to report the auditors performing the annual audit would be conducting interviews with selected staff. He also reported that the Finance Advisory Committee would be meeting again in November or December. The complete District Manager's written report is in the September 22, 2021 agenda packet.

9. Discussion and Direction on Solid Waste Rates 2022 Proposition 218 Notice Mailer

Discussion/Comments: District Manager Ramirez presented the 2022 rate chart to the Board for inclusion into the proposition 218 notice. He reported that part of the chart was missing previously. He also reported that commercial customer 2022 rates would not be increasing.

10. Consider to Approve the Financial Statements FY 2020-21, Fourth Quarter Ending 6/30/2021

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

Discussion/Comments: Finance Manager Fisher reported on the Financial Statements Ending June 30, 2021.

11. Report by the Finance Advisory Committee

Discussion/Comments: Director Moritz reported that the Finance Advisory Committee recently met with Bank of the West to receive an update on the District's investments. He also reported that the Committee and staff reviewed the Investment Policy and Resolution, Debt Management Policy, and the new Capitalization Policy.

12. Consider Approving Investment Policy and Resolution

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

Discussion/Comments: None.

13. Consider Approving Debt Management Policy

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

Discussion/Comments: None.

14. Consider Approving Capitalization Policy

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

Discussion/Comments: None.

15. Consider Approving Performance Merit Pay Program for FY2021-2022

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

Discussion/Comments: Operations Superintendent, Bob Hulsmann, reported that new goals were been added to the Performance Merit Pay Program. The first goal is a scanning goal and the other is a Fats, Oils, and Grease Inspection goal. In addition to these new goals, the Sanitary Sewer Overflows (SSOs) goals, for Category 1, 2, and 3, are combined into one goal. The revised goal is to have less than four SSOs in one year, far less than the statewide average of three per 100 miles of pipe. The Board asked to include Recycled Water goals in next year's program.

16. September 22th Update Report on District Response to Corona Virus

Discussion/Comments: District Manager Ramirez reported the District is working on updating the COVID-19 Response Plan. He also reported he is working with legal counsel and the Teamsters union on mandatory COVID-19 vaccinations.

17. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: District Manager Ramirez reported that staff is continuing to work on the design for the proposed Avy Altschul Pump Station. Staff is working with the School District and the City to identify a location for the proposed pump station. He also reported, Sharon Heights Golf & Country Club (SHGCC) would like to formally request the District support an SRF application for the proposed pump station. The Board asked if SHGCC understood that by asking for SRF funding, it would delay the project. District Manager Ramirez stated SHGCC understood there would be delays.

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

Discussion/Comments: District Manager Ramirez reported that the full SRF application is due by September 30, 2021. He also reported HF&H is working on the financial plan and will have the report to the Board in October. He continued to report that District Council Condotti is concluding the Principles of an Agreement for the developers and early contributors to the project. District Manager Ramirez continued to report the Board should consider a bridging contract to bring on a Project Manager for the Bayfront project. The bridging contract would allow the District not to front too much capital early on. He also explained, as soon as the District has a developer agreement, the developers would provide a deposit to pay for a portion of the Project Management Contract. Director Otte suggested this was a good approach in order to continue with the project.

19. Report & Discussion on South Bayside Waste Management Authority (SBWMA)

Discussion/Comments: President Dehn reported that the J.P.A. board reviewed the compensation study. She also reported that Recology requested reimbursement for COVID-19 related expenses. The item will return for consideration at a future meeting.

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

Discussion/Comments: None.

21. Closed Session

Entered closed session at 9:21 p.m. Left closed session at 9:39 p.m.

- A. CONF. WITH LABOR NEGOTIATORS (Cal. Govt. Code § 54957.6)
Agency designated representatives: District Manager/Legal Counsel
Represented, Unrepresented & Exempt employees

- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Cal. Govt. Code §54956.9(d))
Name of Case: *1740 Oak Avenue, LP v. West Bay Sanitary District, et al.* – SM CSC
Case No. 18CIV02183

Reportable action: None.

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

Discussion/Comments: None.

23. Adjournment Time: The meeting adjourned at 9:40 PM

THIS PAGE LEFT INTENTIONALLY BLANK



WEST BAY SANITARY DISTRICT
Financial Activity Report
September 2021

Date: *October 13, 2021*

To: *Board of Directors*

From: *Annette Bergeron, Personnel & Accounting Specialist*
Debra Fisher, Finance Manager

Subject: *Approve Monthly Financial Activity Report*

Financial Activity for the month:

Receipt Summary:

Commercial Deposits	559,372.83
Deposits in Transit / <Prior Period Receipts>	(8,400.65)
Credit Cards	11,208.10
Other Receipts	118,780.58
Transfers	0.00
Total Receipts	<u><u>680,960.86</u></u>

Withdrawal Summary

Total Checks	453,420.47
Total Corp Card	7,092.36
Total Bank Transfers	1,045,720.09
Total Internal Bank Transfers	-
Total Withdrawals	<u><u>1,506,232.92</u></u>

Fund **Expenditure Summary by Budget Category**

100	Operations	624,368.95
200	Capital	236,444.32
300	Solid Waste	2,082.93
500	Recycled Water	46,357.72
800	Silicon Valley Clean Water	596,979.00
Expenditures by Fund		<u><u>1,506,232.92</u></u>

Presented to West Bay Sanitary District Board of Directors for review and approval.

President _____

Secretary _____

WEST BAY SANITARY DISTRICT
Receipts & Incoming Transfers
September 2021

RECEIPT NUMBER	RECEIPT DATE	DESCRIPTION	AMOUNT
462016	9/1/2021	Rebuild Green: 1745 Holly Ave, MP, Permit	170.00
462017	9/2/2021	EJ Plumbing: 1160 Trinity Dr, MP, Permit	290.00
462018	9/2/2021	Bell Plumbing of San Mateo: 2210 Avy Ave, MP, Permit	355.00
462019	9/2/2021	Damien Gerard: 526 Bay Road, MP, Permit	95.00
462020	8/18/2021	Reported 8/2021	
462021	9/3/2021	Trenchfree Inc.: 280 Mimosa Way, MP, Permit	355.00
462022	9/7/2021	Martin Miller: 3350 Alpine Rd, PV - SSC FY2021-22	1,255.00
462023	9/7/2021	John Urbanowicz: 4111 Alpine Rd, PV - SSC FY2021-22	1,875.00
462024	9/7/2021	L3 Harris Technologies: Sampling & Monitoring Costs	2,680.72
462025	9/9/2021	Story Robert David: 170 Pecora Way, PV, OT Permit	1,565.00
462026	9/9/2021	Heida Earnest: 175 Los Trancos Cir, PV - SSC FY2021-22	627.50
462027	9/9/2021	Michael Rissi: 36 Minoca Rd, PV - SSC FY2021-22	1,255.00
462028	9/10/2021	DKRT: 1189 Los Trancos Rd, PV, Connection Fees	2,955.00
462029	9/10/2021	Crown Plumbing: 1019 Oakland Ave, MP, Permit	290.00
462030	9/13/2021	Donald Davis: 560 La Mesa Dr, PV, OT Permit	290.00
462031	9/13/2021	Michael & Sharon Brugos: 1850 Stanford Ave,PV- SSC Late Fee	70.38
462032	9/13/2021	Peter & Peggy Costello: 1236 Los Trancos Rd,PV-SSC FY2021-22	1,255.00
462033	9/13/2021	Peter& Kathryn Callander: 3330 Alpine Rd, PV - SSC FY2021-22	1,255.00
462034	9/14/2021	Roto Rooter: 1215 El Camino Real, MP, Permit	290.00
462035	9/14/2021	Albert Bower: 830 Los Trancos Rd, PV - SSC FY2021-22	1,255.00
462036	9/14/2021	Jonathan Kawaja: 45 Tagus Ct, PV - SSC FY2021-22	1,875.00
462037	9/14/2021	Eps Inc., Dba Express Plumbing: 1020 Doyle St, MP, Permit	290.00
462038	9/15/2021	Sea Construction: 414 Claremont Way, MP, Permit	170.00
462039	9/15/2021	Pacific Peninsula Gr/Erica Zabala: 358 Walsh RD, Ath, Permit	1,398.50
462040	9/15/2021	Elizabeth Morgenthaler: 500 Portola Rd, PV - SSC FY2021-22	1,255.00
462041	9/15/2021	Anuj Suri: 631 College Ave, MP, ADU Conn Fee & Permit	5,815.65
462042	9/16/2021	Angel Amibriz: Reim Shoe Inserts not allowed (under \$250)	25.81
462043	9/16/2021	EJ Plumbing, Inc.: 35 Aliso Way, PV, Permit	290.00
462044	9/16/2021	Supple Homes, Inc.: 300 La Cuesta Dr, PV, Permit	290.00
462045	9/17/2021	ARS Rescue Rooter Plumber: 723 College Ave, MP, Permit	290.00
462046	9/21/2021	MP Gateway Family: 1345 Willow Rd, MP, Conn Fees (58 units)	493,058.00
462047	9/17/2021	SLAC: Discharge Permit NR-0445	1,903.28
462048	9/20/2021	Bell Plumbing Of San Mateo: 444 Gilbert Ave, MP, Permit	355.00
462049	9/20/2021	Mario Mendoza: District Vechicle Bid - 2004 Ford Truck 212	602.02
462050	9/20/2021	Rebuild Green: 1395 Santa Cruz Ave, MP, Permit	170.00
462051	9/14/2021	Recology: Solid Waste Franchise Fee 8/2021	8,828.16
462052	9/21/2021	Maria Geenen: 255 Golden Oak Dr, PV - SSC FY2020-21&Late Fee	944.41
462053	9/21/2021	Express Plumbing: 46 Greenoaks Dr, Ath, Permit	290.00
462054	9/21/2021	Olivia Lee: 617&619 Partridge Ave, MP, Connection Fees	8,501.00
462055	9/21/2021	Express Plumbing: 1189 Los Trancos Rd, PV, Permit	290.00
462056	9/22/2021	Margarito Valdovinos: 1036 Bradley Way, EPA, Permit	290.00
462057	9/22/2021	Bell Plumbing Of San Mateo: 1113 Pine St, MP, Permit	290.00
462058	9/22/2021	Pacific Peninsula Gr/M.Ekedahl: 133 Burns Ave, Ath PD Permit	499.60
462059	9/23/2021	Thomas James Homes: 760 College Ave, MP, Permit	290.00
462060	9/23/2021	Thomas James Homes: 2024 Gordon Ave, MP, Permit	170.00
462061	9/23/2021	Lloyd Minor: 295 Golden Oak Dr,PV-SSC FY 2021/22 less credit	278.41
462062	9/23/2021	Benchmark Builders: 2025 Camino Al Lago, MP, Permit	170.00
462063	9/24/2021	Randall Livingston: 10 Sioux Way, PV - SSC FY2021-22	1,875.00
462064	9/21/2021	American Const/S.Kavanagh: 617 & 619 Partridge,MP, Permit	580.00
462065	9/27/2021	Menlo Country Club: 2300 Woodside Road, WS - Deposit	20,000.00
462066	9/29/2021	Golden State Underground Inc.: 641 College Ave, MP, Permit	290.00
462067	9/20/2021	Mp Gateway Family Associates: Permits (see CR-462046)	870.00
462068	9/30/2021	Elite Rooter: 2105 Santa Cruz Ave, MP, Permit	290.00
462069	9/30/2021	Cal-West Sewer And Drain: 225 Waverley Street, MP, Permit	290.00
462070	9/28/2021	SHGCC: SRF Loan Installment #7 & O&M 10/2021, + Avy Reim	109,952.42
Total Receipts			\$680,960.86

WEST BAY SANITARY DISTRICT
Financial Activity Report
Withdrawals
September 2021

CHECK	DATE	TO WHOM PAYABLE	PURPOSE	AMOUNT
68184	9/8/2021	County Of San Mateo	Void Check - Recording Fee: 17 Red Berry Ridge, PV	(47.00)
68227	9/9/2021	Matheson Tri-Gas, Inc.	Gas 8/2021	60.01
68231	9/9/2021	Alpha Analytical Laboratories	Daily Coliform Samples 8/2021	1,585.00
68232	9/9/2021	Aztec Consultants	Metal Storage Building Project 1749.1E, 5% Retention Escrow	8,054.60
68233	9/9/2021	Aztec Consultants	Project 1749.1E New Metal Building - Pymt 6	153,037.40
68234	9/9/2021	Cintas	Uniform Service 8/25/21	1,652.53
68235	9/9/2021	CPS HR Consulting	Compensation Study 8/2021	14,587.50
68236	9/9/2021	Navia Benefit Solutions	Flexible Spending Account PR Contributions	791.88
68237	9/9/2021	Franchise Tax Board	Wage Garnishment	325.00
68238	9/9/2021	Freyer & Laureta	New Metal Building Support Services, Avy PS Design	27,647.50
68239	9/9/2021	Grainger	Misc. Parts & Supplies 8/2021	57.89
68240	9/9/2021	Hillyard/San Francisco	Toilet Paper & Tri Fold Towels 8/2021	1,053.61
68241	9/9/2021	Home Depot Credit Services	Tools, Wood, & Supplies, Pump Station Parts & Materials	558.93
68242	9/9/2021	Kone Pasadena	Elevator Maintenance 9/2021	282.80
68243	9/9/2021	City Of Menlo Park - Water	Water Service - July-August 2021	148.65
68244	9/9/2021	Occupational Health Centers	Hep B Vaccines 8/2021	246.00
68245	9/9/2021	Pacific Gas & Electric	Electric Service - July-August 2021	2,999.15
68246	9/9/2021	San Mateo County Health	San Mateo County Permit Renewal-Stowe Ln, Illinois PS & 500 Laurel	993.00
68247	9/9/2021	Seekzen Systems	IT Consulting Monthly Service Fee 8/2021	475.00
68248	9/9/2021	Sharp Business Systems	Monthly Lease for Copiers 9/2021	1,142.15
68249	9/9/2021	Tpx Communications	District VoIP and Fiber Service 8/2021	2,954.12
68250	9/9/2021	Teletrac Navman Us	Vehicle GPS 9/2021	271.96
68251	9/9/2021	3T Equipment Company	Maintenance Supplies 8/2021	1,756.43
68252	9/9/2021	Verizon Wireless	Internet - RWF 8/2/21-9/1/21	65.16
68253	9/9/2021	Woodard & Curran	Analysis & Discharge Support 7/2021	2,068.00
68254	9/9/2021	Sione Lolohea	Reimbursement: Uber Ride and COVID Test	359.94
68255	9/9/2021	Rupert Sandoval	Reimbursement: Office of Water Programs	50.00
68256	9/15/2021	Alpha Analytical Laboratories	Daily Coliform Samples 8/2021	180.00
68257	9/15/2021	Marvin Argueta-Ramos	5 Year Service Award	75.00
68258	9/15/2021	Readyrefresh By Nestle	Water Delivery 8/2021	229.20
68259	9/15/2021	BAGG Engineers	Field Density Testing - North Bay/Ringwood Project #1761.5	23,823.00
68260	9/15/2021	California Water Service	Water Service - July-Aug 2021	1,363.44
68261	9/15/2021	CalPERS Long-Term Care Program	LTC Withholding 9/1/21-9/15/21	35.36
68262	9/15/2021	Cintas	Uniform Service 9/9/21	733.99
68263	9/15/2021	Cleanserv Universal Services	Custodial Service 8/2021	1,075.00
68264	9/15/2021	The Concept Genie	Staff Holiday Gifts	1,668.01
68265	9/15/2021	Du-All Safety, LLC	Safety Maintenance Contract 8/2021	3,982.50
68266	9/15/2021	Grainger	Misc. Parts & Supplies 8/2021	1,558.88
68267	9/15/2021	IEDA	Consulting Fees 9/2021	814.00
68268	9/15/2021	City Of Menlo Park - Water	Water Service - July-Aug 2021	83.58
68269	9/15/2021	City Of Menlo Park-Fuel	Fuel: District Vehicles 8/2021	8,343.26
68270	9/15/2021	Menlo Park Hardware Co. #14016	Miscellaneous Tools and Parts 8/2021	385.19
68271	9/15/2021	Morse Hydraulics	Hydraulic Connectors 8/2021	149.04
68272	9/15/2021	Motion Industries, Inc.	Hoses and Fittings for Bypass Equipment 8/2021	58.67
68273	9/15/2021	Pacific Gas & Electric	Electric Service - July-Aug 2021	937.98
68274	9/15/2021	Peninsula Building Supply	Concrete Mix 8/2021	1,351.79
68275	9/15/2021	Precise Printing And Mailing	Solid Waste Rates Notice 2022	2,082.93
68276	9/15/2021	Recology Peninsula Services	2yd Bin Weekly - SHGCC 8/2021	249.39
68277	9/15/2021	County Of San Mateo	LSSA Recording Fee: 86 Sutherland, APN: 073-202-840	20.00
68278	9/15/2021	County Of San Mateo	Recording Fee: 17 Red Berry Ridge, PV; APN: 080-241-130	74.00
68279	9/15/2021	County Of San Mateo	LSSA Recording Fee: 280 Mimosas; APN: 077-382-030	20.00
68280	9/15/2021	County Of San Mateo	LSSA Recording Fee: 2010 Avy Ave, APN: 074-352-030	20.00
68281	9/15/2021	Vision Communications Co.	Radio Service 9/2021	724.13
68282	9/15/2021	WECO Industries	Hoses - July & Aug 2021	2,926.77
68283	9/22/2021	AT&T	Telemetry & Alarms 8/13/21-9/12/21	1,146.24
68284	9/22/2021	Alpha Analytical Laboratories	Daily Coliform Samples 9/2021	360.00
68285	9/22/2021	American Textile & Supply	Disposable Surface Wipes 8/2021	181.28
68286	9/22/2021	Readyrefresh By Nestle	Water Delivery 8/11/21-9/10/21	294.50
68287	9/22/2021	Atchison, Barisone & Condotti	Legal Services FY 2021-22 - 8/2021	14,483.75
68288	9/22/2021	Bay Alarm	Alarm Monitoring - 10/1/21-1/1/22	3,060.24
68289	9/22/2021	California Water Service	Water Service - Aug-Sept 2021	74.79
68290	9/22/2021	Comcast	Internet: Sand Hill Rd & Laurel St- Sept-Oct 2021	681.45

WEST BAY SANITARY DISTRICT
Financial Activity Report
Withdrawals
September 2021

68291	9/22/2021	Costco	Memberships 11/2021	60.00
68292	9/22/2021	Detection Instruments Corp.	Hydrogen Sulfide Gas Logger 9/2021	1,847.40
68293	9/22/2021	Duke's Root Control, Inc	Root Foam 7/2021	83,072.22
68294	9/22/2021	Navia Benefit Solutions	Flexible Spending Account PR Contributions	766.88
68295	9/22/2021	Franchise Tax Board	Wage Garnishment	325.00
68296	9/22/2021	Freyer & Laureta	Levee Design, North Bay, Bayfront Park, New Metal Bldg Support, Map Drawing - 8/2021	40,584.32
68297	9/22/2021	Grainger	Misc. Parts & Supplies 9/2021	80.54
68298	9/22/2021	City Of Menlo Park - Water	Water Service - Aug-Sept 2021	1,152.71
68299	9/22/2021	City Of Menlo Park	Water Connection Fee for New Metal Building	1,900.00
68300	9/22/2021	Pacific Gas & Electric	Electric Service - July-Sept 2021	574.30
68301	9/22/2021	Preferred Alliance	Admin Fees for DOT testing 8/2021	262.20
68302	9/22/2021	Redwood General Tire Co., Inc.	Tire Repair & New Tire 8/2021	253.27
68303	9/22/2021	Safety-Kleen Systems, Inc.	Recycle Pickup: Lights, Aerosol Cans, etc. 6/2021	2,246.88
68304	9/22/2021	Sharp Business Systems	Copier Overage Charges 5/31/21-9/1/21	74.06
68305	9/22/2021	Silicon Valley Clean Water	Coliform Samples - Weekends SHRWF 7/1/21-9/1/21	1,350.00
68306	9/22/2021	Staples Credit Plan	Office Supplies & Ink 8/2021	235.28
68307	9/22/2021	Univar Solutions USA	Sodium Hydroxide (Caustic) for SHRWF 9/2021	3,235.60
68308	9/22/2021	Bosco Oil Inc DBA Valley Oil	Fuel: Generators 9/2021	1,865.00
68309	9/22/2021	VAR Technology Finance	Fujitsu Fi-7900 Scanner Monthly Lease	462.99
68310	9/22/2021	Verizon Wireless	Cellular Service 8/16/21-9/15/21	1,050.62
68311	9/30/2021	Airgas Usa, LLC	Welding Kit 8/2021	919.94
68312	9/30/2021	California Water Service	Water Service - Aug-Sept 2021	46.92
68313	9/30/2021	CalPERS Long-Term Care Program	LTC Withholding 9/16/21-9/30/21	35.36
68314	9/30/2021	Cintas	Uniform Service 9/22/21	779.74
68315	9/30/2021	Core & Main	Couplers & Supplies 9/2021	1,457.33
68316	9/30/2021	Elite Parts LLC	New 3 Way Replacement Valve 9/2021	189.64
68317	9/30/2021	Federal Express	HR Shipping Fees 9/16/21	46.06
68318	9/30/2021	Grainger	Pump Station Parts and Material 9/2021	180.51
68319	9/30/2021	Kone Pasadena	Elevator Maintenance 6/2021	267.12
68320	9/30/2021	Municipal Maintenance Equip.	Unit 226 Muffler Repair 8/2021	595.91
68321	9/30/2021	Ogasawara Landscape Maint.	Building Maintenance 9/2021	400.00
68322	9/30/2021	Omega Industrial Supply, Inc.	Sewer Aide Chemicals 9/2021	1,245.78
68323	9/30/2021	Pacific Gas & Electric	Electric Service - Aug-Sept 2021	1,709.13
68324	9/30/2021	Principal Life Insurance Co.	Employee Benefits 10/2021	6,643.19
68325	9/30/2021	Teamsters Local No. 350	Union Dues - 10/2021	930.00
68326	9/30/2021	Jonathan Werness	Rapid Covid Test - 9/2021	150.00

453,420.47

WEST BAY SANITARY DISTRICT
Financial Activity Report
Withdrawals
September 2021

Corporate Cards:

GL	DATE	Account Number & Name	Description	Amount
54028	9/23/2021	Commuter Benefits	Fastrak: Transportation Expenses	815.00
54061	9/23/2021	Gas & Diesel Vehicles	Fuel for Marsh Rd Repair	21.51
54080	9/23/2021	Memberships	CWEA Membership Fees	972.00
54091	9/23/2021	Stationary and Office Supplies	Office Supplies, Scanner & Printer	1,240.75
54101	9/23/2021	Ops Supplies & Materials	Organizer, Soldering Clips, Fitness Weight Rack, Sprayer Nozzles & Hoses	1,206.93
54103	9/23/2021	Vehicle & Equipment Supplies	Ditch Witch: Replacement Parts	889.58
54151	9/23/2021	Fleet/Vehicle R&M	Unit 225: Oil Change and Service	108.22
54158	9/23/2021	Computer Software R & M	GoToMeeting, Zoom, AutoCAD, GIS Map: Subscription Renewals	1,108.41
54159	9/23/2021	Computer Hardware R & M	Phone Case & Computer Cables	64.58
54174	9/23/2021	Mgmt Conf. & District Meetings	Refund	(27.58)
54176	9/23/2021	Business Meetings	Business Meetings	62.96
54207	9/23/2021	Vallombrosa Center	Vallombrosa: On Call Lodging	630.00
Bank of the West - Credit Cards				7,092.36

Bank Transfers:

DATE	TO WHOM PAYABLE	PURPOSE	AMOUNT
9/1/2021	SVCW	Monthly Operating Contribution	596,979.00
9/2/2021	Paytrace	Credit Card Processing Fees	730.82
9/2/2021	CalPERS	Health Premiums	55,130.67
9/2/2021	CalPERS	Retirement - 7/2021	72,376.65
9/9/2021	PrimePay	PrimePay Fees	238.75
9/10/2021	PrimePay	Employee Payroll & Board of Director Fees - Check Date: 9/10/2021	117,445.95
9/10/2021	PrimePay	Payroll Taxes	34,468.26
9/10/2021	ICMA	Deferred Compensation	9,104.30
9/13/2021	NeoPost	Postage	300.00
9/16/2021	PrimePay	Employee Payroll - Check Date: 9/16/2021	3,963.14
9/16/2021	PrimePay	Payroll Taxes	1,665.65
9/20/2021	Bank of the West	Bank Fees	307.04
9/24/2021	PrimePay	Employee Payroll - Check Date: 9/24/2021	112,778.72
9/24/2021	PrimePay	Payroll Taxes	31,883.31
9/24/2021	ICMA	Deferred Compensation	8,347.83
Bank Transfers From BofW Checking			1,045,720.09

Internal Bank Transfers:

DATE	TO WHOM PAYABLE	PURPOSE	AMOUNT
None			
Bank Transfers From BofW Checking			0.00

Summaries:

Withdrawal Summary

Total Checks	453,420.47
Total Corp Card	7,092.36
Total Bank Transfers	1,045,720.09
Total Internal Bank Transfers	-
Total Withdrawals	1,506,232.92

WEST BAY SANITARY DISTRICT
Expenditures By Vendor
7/01/2021 to 09/30/2021

REGULAR PAYABLES	TOTAL BY VENDOR	WITHDRAWALS
	YTD FY 2020-21	September 2021
3T Equipment Company	44,482.00	1,756.43
A-A Lock & Alarm	337.05	-
AAA Rentals	2,056.68	-
Abila	4,649.82	-
Action Towing	225.00	-
Airgas Usa, LLC	919.94	919.94
Allied Crane	560.84	-
The Almanac	4,977.00	-
Alpha Analytical Laboratories	4,345.00	2,125.00
Aqua Natural Solutions	1,145.49	-
American Textile & Supply	181.28	181.28
Marvin Argueta-Ramos	75.00	75.00
AT&T	3,336.74	1,146.24
Atchison, Barisone & Condotti	29,204.37	14,483.75
Avery Associates, Inc.	5,500.00	-
Aztec Consultants	264,320.70	161,092.00
BAGG Engineers	44,378.00	23,823.00
Bank of the West - Credit Cards	24,638.73	7,092.36
Bank of the West	1,041.53	307.04
Battery Junction Wholesale	487.64	-
Bay Alarm	9,507.15	3,060.24
Bay Area Air Quality Mgmt Dist	417.00	-
Bay Area Paving Co. Inc.	14,400.00	-
Bayside Equipment Company	211.10	-
Bobcat of Fremont	3,322.21	-
Bosco Oil Inc DBA Valley Oil	1,865.00	1,865.00
CA Dept Of Tax & Fee Admin	127.57	-
California Water Service	7,399.80	1,485.15
CalPERS - Actuary Fee	-	-
CalPERS - Unfunded Accrued Liability	-	-
CalPERS - Retirement	72,376.65	72,376.65
CalPERS - Health Premiums	165,385.82	55,130.67
CalPERS - 1959 Survivor Billing	-	-
Calpers Long-Term Care Program	212.16	70.72
Cintas	9,395.55	3,166.26
City of Menlo Park	46,054.00	1,900.00
City of Menlo Park-Fuel	15,795.05	8,343.26
City of Menlo Park - Water	4,427.32	1,384.94
Cleanserv Universal Services	3,225.00	1,075.00
Comcast	2,046.50	681.45
The Concept Genie	1,668.01	1,668.01
Core & Main	8,418.17	1,457.33
Costco	60.00	60.00
CPS HR Consulting	18,632.50	14,587.50
CSRMA c/o Alliant Insurance	106,972.30	-
CWEA	192.00	-
Dell Marketing L.P.	1,471.93	-
Delta Diablo Sanitation Dist.	13,738.44	-
Detection Instruments Corp.	1,847.40	1,847.40
Dewey Pest Control	164.00	-
Ditch Witch West	635.75	-
Du-All Safety, LLC	7,222.50	3,982.50
Duke's Root Control, Inc	83,072.22	83,072.22
East Bay Municipal Utility	2,458.50	-
Elite Parts LLC	189.64	189.64
Federal Express	73.54	46.06
Franchise Tax Board	2,389.66	650.00
Freyer & Laureta	120,179.82	68,231.82
Victor Garcia	232.10	-
Governmentjobs.com dba NeoGov	4,118.37	-
Grainger	8,252.22	1,877.82
Granite Rock, Inc.	181.87	-
Hach Company	47,765.47	-
Harbor Ready Mix	547.50	-
Hadronex, Inc.	34,632.00	-
HF&H Consultants, LLC	55.00	-
Hillyard/San Francisco	1,053.61	1,053.61
Home Depot Credit Services	3,242.77	558.93
Bob Hulsmann	267.09	-
ICMA	67,045.58	17,452.13
IEDA	2,442.00	814.00
Interstate Traffic Control	32.78	-
Jason Kambic	12,235.58	-
Kimball Midwest	155.66	-
Kone Pasadena	1,115.52	549.92
Lasky Trade Printing	1,229.06	-
Sione Lolohea	359.94	359.94
Lisandro Marquez	438.65	-
Matheson Tri-Gas, Inc.	178.30	60.01
Maxx Metals	194.99	-
MedCo Supply Company	190.80	-
Menlo Park Hardware Co. #14016	385.19	385.19
Mission Clay Products, Llc	1,231.25	-
Morse Hydraulics	149.04	149.04
Motion Industries, Inc.	58.67	58.67
Municipal Maintenance Equip.	3,248.38	595.91
Navia Benefit Solutions	5,443.16	1,558.76
NeoPost	600.00	300.00
Occupational Health Centers	1,291.00	246.00
Ogasawara Landscape Maint.	5,800.00	400.00
Omega Industrial Supply, Inc.	6,450.58	1,245.78

WEST BAY SANITARY DISTRICT
Expenditures By Vendor
7/01/2021 to 09/30/2021

REGULAR PAYABLES	TOTAL BY VENDOR	WITHDRAWALS
	YTD FY 2020-21	September 2021
Pacific Gas & Electric	56,871.84	6,220.56
Paytrace	2,069.72	730.82
Peninsula Battery Inc.	117.26	-
Peninsula Building Supply	1,623.09	1,351.79
Pier 2 Marketing	500.00	-
Charles A. Planje	6,138.00	-
Ponton Industries, Inc.	1,837.50	-
Precise Concrete Sawing, Inc.	900.00	-
Precise Printing And Mailing	2,082.93	2,082.93
Precision Engineering	1,365,304.85	-
Preferred Alliance	912.60	262.20
PrimePay Fees	1,173.30	238.75
Principal Life Insurance Co.	19,860.25	6,643.19
Quadient Leasing USA, Inc.	281.92	-
Questyme USA	1,390.04	-
Sergio Ramirez	439.44	-
Readyrefresh By Nestle	1,529.09	523.70
Recology Peninsula Services	748.17	249.39
Red Wing Shoe Store	2,654.54	-
Redwood General Tire Co., Inc.	2,329.80	253.27
City of Redwood City	7,054.38	-
Roberts & Brune Company	1,553.88	-
SVCW Bond - 2014 Bond	-	-
SVCW Bond - 2015 Bond	-	-
SVCW Bond - 2018 Bond	2,438,837.50	-
SVCW Bond - 2021 Bond	2,309,314.86	-
SVCW - Monthly Operating Contribution	1,790,937.00	596,979.00
SVCW - SRF Debt	-	-
Silicon Valley Clean Water	1,950.00	1,350.00
Safety-Kleen Systems, Inc.	2,246.88	2,246.88
Rupert Sandoval	50.00	50.00
County of San Mateo	664.00	87.00
San Mateo County Tax Collector	-	-
San Mateo County Health	1,947.00	993.00
County of San Mateo - LAFCO	32,610.00	-
County of Santa Clara	-	-
Robert J. Scheidt	405.84	-
Seekzen Systems	8,925.00	475.00
Sensera Systems	1,716.00	-
Sharp Business Systems	3,731.25	1,216.21
Staples Credit Plan	1,710.03	235.28
Sunstate Equipment	2,134.10	-
SWRCB - SHRWF SRF Loan	-	-
TPX Communications	8,863.43	2,954.12
Target Specialty Products	1,880.94	-
Teamsters Local No. 350	2,898.00	930.00
Teletrac Navman Us	815.88	271.96
Telstar Instruments, Inc.	3,356.25	-
Total Equip & Rental Of Fremont	1,488.66	-
Towne Ford Sales	108.00	-
Tritech Software Systems	13,309.58	-
Underground, Inc.	116.78	-
Univar Solutions USA	4,844.52	3,235.60
VAR Technology Finance	1,388.97	462.99
Valley Heating & Cooling	294.00	-
Veolia Water North America	84.04	-
Verizon Wireless	3,802.29	1,115.78
Vision Communications Co.	1,448.26	724.13
Weco Industries	17,380.91	2,926.77
Jonathan Werness	150.00	150.00
Western States Tool & Supply	60.18	-
Wex Bank (Chevron)	300.29	-
Woodard & Curran	5,843.25	2,068.00
TOTAL REGULAR PAYABLES	9,516,027.49	1,204,027.89
<u>SALARIES, WAGES & WITHHOLDINGS</u>		
Salaries/Wages - Net Pay	826,851.49	234,187.81
Directors Fees - Net Pay	7,920.00	-
Payroll Taxes	255,069.14	68,017.22
Performance Merit Program - Net Pay	-	-
TOTAL SALARIES RELATED	1,089,840.63	302,205.03
TOTAL WITHDRAWALS	10,605,868.12	1,506,232.92
WBSD Transfers:		
Transfer to WBSD LAIF Account	-	-
Transfer to WBSD Investment Accounts	-	-
Other Transfers	-	-
Transfer to WBSD Accounts	-	-

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 5C**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

Subject: WBSD Operations and Maintenance Report – September 2021

Month	Basin PM Pipe Cleaning Miles	High Freq. PM Pipe Cleaning Miles	Un-Sche. Pipe Cleaning Miles	WBSD CCTV Insp. Miles	Pipe Patch Repairs Qty.	Open Trench Repairs Qty.	Pump Sta. PM Qty.	Pump Sta. Unsch. Repairs Qty.	SSO Cat. 1	SSO Cat. 2&3s	Service Calls- Unit 208			
											Call Outs	Sch PM	Unsch. PM	USA's
January	11.4	4.7	1.2	2.7	5	5	61	0	0	0	79	12	0	153
February	4.6	7.1	0.5	2.9	5	8	66	0	0	0	68	5	0	190
March	16.8	0.1	0.4	4.8	2	8	73	0	0	0	87	14	0	230
April	9.9	5.0	0.1	0.8	5	8	79	0	0	0	76	9	0	195
May	10.7	9.7	0.3	1.1	4	8	70	0	0	0	74	11	0	213
June	15.3	0.2	0.4	3.2	1	15	83	0	0	2	72	12	0	200
July	8.1	5.0	0.8	1.0	2	9	81	0	0	0	58	11	0	179
August	9.3	7.3	0.8	5.0	4	12	78	1	0	0	72	8	0	172
Sept.	10.0	0.2	1.3	4.0	7	4	74	9	0	0	87	8	0	247
Yr to date	96.1	39.3	5.8	25.5	35	77	665	10	0	2	673	90	0	1779
2021 Goals	120.0	50.0	n/a	45-50	65	90	n/a	<10	0-2	3 to 5	n/a	n/a	n/a	n/a
2020 Results	134.2	51.0	8.4	29.6	72	85	754	6	0	0-Jan	1012	89	5	2362
2019 Goals	112.0	48.2	6.9	42.7	60	86	967	6	0	4	1063	75	33	2850
2018 Results	134.2	48.5	7.4	42.1	66	63	1256	6	0	4	1139	134	89	2525
2017 Results	126.4	51.5	5.7	24.8	66	97	1265	8	2	3	700	178	61	3218
2016 Results	126.4	49	6	33	65	94	1188	5	0	8	798	167	155	3222
2015 Results	126.4	55	21	46	65	90	1349	6	0	5	798	174	185	2125
2014 Results	126.4	63	20	48	65	78	1328	10	2	12	771	183	72	1834

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 5D**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

Subject: Town of Los Altos Hills - Operations and Maintenance Report for Work Performed by WBSD – September 2021

	Basin PM Pipe Clean- ing	High Freq. PM Pipe Clean- ing	Un- Sche. Pipe Clean- ing	WBSD CCTV Insp.	Pump Sta. PM	Pump Sta. Unsch. Repairs	SSO	SSO	Service Calls
Month							Cat. 1	Cat. 2&3s	Call Outs
Temp Help	Miles	Miles	Miles	Miles	Qty.	Qty.			
January	1.2	1.3	0.0	0.0	4	0	0	0	0
February	1.7	0.2	0.0	1.3	4	0	0	0	1
March	1.4	1.2	0.0	1.3	4	0	0	0	0
April	1.0	1.6	0.1	0.9	4	0	0	1	0
May	0.4	1.8	0.0	1.2	4	0	0	0	0
June	0.4	0.5	0.0	0.1	4	0	0	1	0
July	0.0	1.1	0.1	1.9	4	0	0	0	1
*August	0.1	1.1	0.0	0.9	4	0	0	1	0
Sept.	0.6	1.4	0.0	0.9	4	0	0	0	0
Oct.	1.1	1.1	0.4	0.7	4	0	0	0	0
Nov.	2.0	0.9	0.4	0.0	4	0	0	0	0
Dec	0.5	0.7	0.5	0.1	4	0	0	0	0
** Yr to date	10.4	12.9	1.5	9.3	48	0	0	3	2
FY21/22 Goals	13	16.8	n/a	9.3	52	n/a	n/a	n/a	n/a

* = Start of contract, ** = Lucity Data

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 5E**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

**Subject: Town of Woodside Operations and Maintenance Report for Work
Performed by WBSD – September 2021**

Please see next page for work performed.

*= July Start of Contract. Data shows 2020/2021 PMPP year.



Yearly Summary Report

10/6/2021
8:11 AM

Dates Between 10/1/2020 and 9/30/2021

Month	Basin PM Pipe Cleaning (miles)	High Freq PM Pipe Cleaning (miles)	Unscheduled Pipe Cleaning (miles)	CCTV Inspection (miles)	Pump Stations Preventive Maintenance Qty	Pump Stations Unscheduled Repairs Qty	SSO Cat 1	SSO Cat 2 & 3	Service Calls Call Outs
January	0.0	0.0	0.0	0.0	8	0.0	0.0	0.0	0.0
February	0.00	0.0	0.0	0.0	8	0.0	0.0	0.0	0.0
March	0.00	0.3	0.0	0.0	8	0.0	0.0	0.0	0.0
April	0.00	0.0	0.0	0.0	10	0.0	0.0	0.0	0.0
May	0.00	0.0	0.0	0.9	8	0.0	0.0	0.0	0.0
June	0.00	0.3	0.0	0.0	8	0.0	0.0	0.0	0.0
July	0.00	0.0	0.0	0.0	13	0.0	0.0	0.0	0.0
August	0.19	0.0	0.0	0.0	10	0.0	0.0	0.0	0.0
September	0.00	0.3	0.0	0.0	12	0.0	0.0	0.0	0.0
October	0.00	0.0	0.0	0.0	9	0.0	0.0	0.0	0.0
November	0.00	0.0	0.0	0.0	12	0.0	0.0	0.0	0.0
December	4.44	0.0	0.0	0.0	10	0.0	0.0	0.0	0.0
Totals	4.62	0.8	0.0	0.9	116	0.0	0.0	0.0	0.0



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 5F**

To: Board of Directors

**From: Bill Kitajima, Projects & IT Manager
Jonathan Werness, Engineering Technician**

Subject: Consider Resolution Authorizing the President and Secretary to Enter into Agreement Creating Covenants Running With the Land for 130 Shawnee Pass, Portola Valley

Background

The attached agreement requires that a property owner, who seeks inclusion in the District's On-Site Wastewater Disposal Zone, shall protect and maintain certain portions of the system to ensure continuity of service.

Analysis

It had been staff's experience that transfer of the property from one owner to another invariably resulted in a failure to maintain the system as previously agreed. The attached Covenants of Agreements Running with the Land ensures that all future owners are required to comply with the District's Code of General Regulations and Specifications.

Fiscal Impact

Property owners have paid all annexation fees and the fiscal impact would be additional sewer service charge revenue to the District once the parcel is connected.

Recommendation

The Projects & IT Manager recommends the Board to approve the Resolution as presented.

Attachments: Resolution _____ (2021)
Covenants Running with the Land

RESOLUTION NO. _____ (2021)

RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF “AGREEMENT CREATING COVENANTS RUNNING WITH THE LAND,” BY AND BETWEEN DORIAN & TERESE MCKELVY, OWNERS OF REAL PROPERTY, AND THE WEST BAY SANITARY DISTRICT

The District Board finds and determines as follows:

- A. The proposed Agreement provides adequate protection for the District’s interests so as to justify the requested action.

Based upon the foregoing findings and determinations,

IT IS RESOLVED by the District Board as follows:

The Agreement is approved and the President and Secretary are authorized and directed to execute the Agreement. The District Manager is directed to record the Agreement in the Official Records of San Mateo County.

Passed and adopted by the District Board of the West Bay Sanitary District at a regular meeting thereof held on the 13th day of October 2021, by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the District Board of the
West Bay Sanitary District of San
Mateo County, State of California

Attest:

Secretary of the District Board of the
West Bay Sanitary District of San
Mateo County, State of California

Recording Requested By:)
)
 WEST BAY SANITARY DISTRICT)
)
 And When Recorded, Mail To:)
)
 West Bay Sanitary District)
 500 Laurel Street)
 Menlo Park, California 94025-3486)
 Attn: District Manager)

(Space above this line for Recorder's Use)

**AGREEMENT CREATING COVENANTS
 RUNNING WITH THE LAND**

Agreement entered into by and between West Bay Sanitary District, a public agency of the State of California ("District") and Dorian & Terese Mckelvy, owners of the property at 130 Shawnee Pass, Portola Valley CA, 94028("Proponents").

RECITALS

1. Proponents represent that they are the owners of certain real property situated in the Town of Portola Valley, San Mateo County, California, which is commonly known as 130 Shawnee Pass, and which is more particularly described as follows:

Lot 12 in Block 2, as shown on that certain map entitled "Tract No. 761 Arrowhead Meadows Unit No 2", filed in the office of the County Recorder of said County and State, on May 29, 1958 in Book 48 of maps at pages 48 -49.

Containing an area of 1.047+/- acres, more or less (the "Real Property").

2. *Proponents' Real Property is developed with a single family residence. The residence is served by a septic tank/leachfield wastewater disposal system that has failed and cannot be repaired. Use of the present system must be discontinued or it is probable that conditions adversely affecting the public health, safety and welfare will develop on the Real Property and, potentially, off-site.*

or

Proponents' Real Property is developed with a single family residence. The residence is served by a septic tank/leachfield wastewater disposal system that is unable to meet current standards.

or

Proponents' Real Property is undeveloped. The proposed residence can not be served by a septic tank/leachfield wastewater disposal system.

3. To maintain wastewater disposal service to the site, Proponents have annexed the Real Property to the District and are seeking service from the District.

4. To obtain District administered wastewater disposal services for the Real Property, Proponents propose to construct certain unconventional wastewater disposal facilities (the "Septic Tank Effluent Pumping (STEP)" / "Grinder Pump System"), ~ 152 linear feet of sanitary sewer force main and to connect to the District's public facilities located in Shawnee Pass.

5. The STEP/Grinder Pump System to be constructed by Proponents is similar to several other wastewater disposal systems constructed on other properties within the District which also connect to the District's sewer system. These systems differ substantially from traditional gravity sewer systems found elsewhere in the District's service area, and because of these differences, the District is regulating the use and operation of these systems through an On-Site Wastewater Disposal Zone. (See Health & Safety Code Sections 6950 et seq.; "The Zone".)

6. Proponents are willing to accept the stated conditions and they desire to enter into this Agreement with the District to fulfill the intentions of the parties.

TERMS AND CONDITIONS

In consideration of the foregoing Recitals and the following Terms and Conditions, it is mutually agreed by District and Proponents as follows:

1. The Proponents shall construct a new STEP/Grinder Pump System according to the District's Standard Details. All pumping equipment, control equipment, telemetry equipment, pipelines, power and phone lines, etc., are a part of the construction costs to be borne by the proponent. The applicant shall submit information about the location, type and size of all equipment and facilities to the District for review and approval. Final determination of the size, location and equipment used in the construction of the STEP/Grinder Pump System shall be at the sole discretion of the District.

2. The Proponents shall coordinate all inspection and testing with the District. The Proponents shall notify the District 48 hours in advance for inspections and testing. After completion of the initial construction, the Proponents shall guarantee the work for one-year by a maintenance bond or cash deposit for 50% of the work.

3. The Proponents shall supply the District with one extra pump of the same type and size to be installed.

4. A recorded easement on the individual property is required for District access to the STEP/Grinder Pump System for routine maintenance and repair. This easement must meet the requirements of the District's Code of General Regulations, be granted to the District, and must be recorded on the title of the property. The District must have full vehicular access at all times to the areas with wastewater facilities.

5. Any septic tanks to be abandoned shall be abandoned in accordance with County Health requirements and copy of abandonment permit is given to the District.

6. The Proponents and their successor shall be responsible to provide and maintain the following appurtenances:

- (a) A dedicated telephone line.
- (b) Electrical power for the telemetry and grinder system.
- (c) A separate 220 Volt circuit and breaker shall be provided for the STEP/Grinder Pump and shall be labeled in the circuit box as, "Do Not Touch – For STEP/Grinder Pump Use Only."

7. The proponent shall disclose to the District any secondary pumping system and changes to the internal plumbing of the residence prior to any work and connection to the grinder system. The District reserves the right to reject any Proposal/ Design which may impact the ability of the STEP/Grinder System to function effectively or result in excessive maintenance costs. Such determination shall be made at the sole discretion of the District.

8. All costs associated with the correction of the prohibitions referenced in this agreement shall be conducted at the sole cost of the Property Owner. The District shall invoice the Property Owner directly. The charge shall be the actual salary of District employees and equipment for the time necessary for the correction times 1.75, or the actual cost of Contractors Services, times 1.75. Such costs may be charged in addition to penalties authorized by the District's Code of General Regulations.

PROHIBITIONS

In addition to the Prohibitions contained in the District's Code of General Regulations, the following prohibitions shall specifically apply to properties in the District's On-Site Wastewater Disposal Zone:

1. Proponents shall not under any circumstances, change or add any secondary pumping systems without the written consent of the District.
2. Proponents shall not, under any circumstances, allow or permit changes to the infrastructure or equipment of the STEP/Grinder Pumping System without the written consent of the District. Proponents are specifically instructed not to allow disconnection or reconfiguration of telephone and electrical systems.
3. The proponent shall not under any circumstances connect swimming pool, spa, or any storm drains to piping that discharges into the grinder pump unit.

ADHERENCE TO DISTRICT REGULATIONS

With respect to all matters referred to in this Agreement, including the construction of the STEP/Grinder Pump System, its connection to the District's system, the use and operation of the STEP/Grinder Pump System and the use of the District's wastewater facilities, Proponents shall at all times fully comply with all applicable District regulations. Proponents shall operate and maintain the STEP/Grinder Pump System so that at all times it remains in good operating condition and repair. Except to the extent District accepts responsibility for some portion or portions of Proponents' STEP/Grinder Pump System and the systems of other persons similarly situated and for which the District hereafter imposes a uniform system of fees and charges applicable to all such persons, the responsibility, including all costs and expenses, for the construction, use, operation, maintenance, repairs and replacement of the Grinder Pump System shall be borne exclusively by Proponents, and the District shall have no responsibility for such matters whatsoever.

ENFORCEMENT RIGHTS OF DISTRICT

In addition to the rights and remedies established by this Agreement, the District shall have all rights and remedies otherwise afforded under applicable provisions of law to enforce this Agreement, including (a) Proponents' obligation to pay and the District's right to collect fees and charges and (b) District's right to correct violations of District's regulations.

ATTORNEY FEES

In the event of any litigation between the parties to interpret or enforce this Agreement, the prevailing party shall be entitled to recover its attorney fees, court costs and litigation expenses incurred in the litigation.

BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the respective parties, their assigns, beneficiaries, personal representatives and successors in interest.

Executed at Menlo Park, California on the dates set forth.

DISTRICT:

WEST BAY SANITARY DISTRICT
A Public Agency

Printed Name:

By: _____
President of the District Board

Date: _____

Printed Name:

And by: _____
Secretary of the District Board

Date: _____

PROPONENTS:

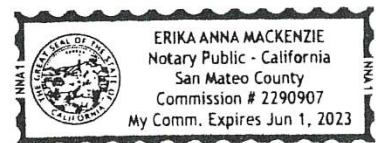
Printed Name:

By: _____ Date: 7/16/2021

Printed Name:

By: _____ Date: _____

(Attach Notary Acknowledgement Certificate)



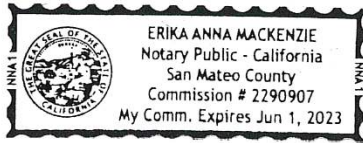
CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of San Mateo }
On July 16, 2021 before me, Erika Mackenzie, notary,
Date Here Insert Name and Title of the Officer
personally appeared Dorian Mckelvy
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Place Notary Seal and/or Stamp Above

Signature Erika Mackenzie
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Agreement Granting Covenants Running

Document Date: 7-16-21 with the Land Number of Pages: 4

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____
 Corporate Officer – Title(s): _____ Corporate Officer – Title(s): _____
 Partner – Limited General Partner – Limited General
 Individual Attorney in Fact Individual Attorney in Fact
 Trustee Guardian or Conservator Trustee Guardian or Conservator
 Other: _____ Other: _____
Signer is Representing: _____ Signer is Representing: _____

THIS PAGE LEFT INTENTIONALLY BLANK



WEST BAY SANITARY DISTRICT AGENDA ITEM 6

To: Board of Directors

From: Sergio Ramirez, District Manager

Subject: Consider Authorizing District Manager to Enter into an Agreement for Preliminary Project Management, Engineering, and Support Services for the “Bayfront Recycled Water Facility Project” with Woodard & Curran

Background

The Bayfront Recycled Water Facilities Plan was completed in 2019 and recently updated. Since finalizing this plan, the District has been coordinating with the City of Menlo Park and potential recycled water customers to better understand their recycled water needs. The Final EIR for the project has been completed. Using this new information, the District and Woodard & Curran updated the demand estimates, capacity needs for the recycled water facility, recycled water distribution system, and phasing of the project.

Given Woodard & Curran’s knowledge and involvement with the Bayfront Recycled Water Project and experience supporting the District with its Sharon Heights Recycled Water Project, the District has requested Woodard & Curran to provide preliminary project management, engineering and support services to keep the project on schedule during negotiations with potential recycle water customers and a financial plan is completed.

Analysis

Woodard & Curran will provide initial support to begin conceptual development of a draft Request for Qualifications (RFP) for the design/build team; and assisting the District’s staff during meetings with the City of Menlo Park, key stakeholders such as LAFCO, and developers/potential recycled water customers. District staff would also like continued support in updating its Board through written and oral reports and presentations at its Board meetings.

To meet the timeline for the recycled water facility, this preliminary Project Management services is needed in order to bridge the work currently being done now until a full Project Management Contract can be awarded, after recycled water customers are

defined, and MOUs are established. The project is anticipated to have 4 phases. The proposed first phase of the work includes:

Task 1.1 Begin conceptual development criteria for Request for Qualifications (RFQ)

Task 1.2 Support District in Memorandum of Understanding (MOU)

The Bayfront Project is anticipated to be funded through a joint agreement between the District and its private development partners. To facilitate this arrangement at the earliest Project stages, the District will lead the effort to develop a Memorandum of Understanding (MOU) with its partners, beginning with Signature for Willow Village, to outline the fundamental relationship between the parties, the obligations and commitments of each party moving forward, and the terms and conditions of the arrangement. This process will be led by the District's chosen legal counsel and W&C will support the District in assessing technical details for the MOU.

Task 1.3 Concept Design (5%)

Portion of the beginning of conceptual development of the Concept Design.

Task 1.4 Update EIR (Not in this contract)

Task 1.5 Project Coordination and Meetings (Phase 1)

The following meetings are included in the Initial Authorization Scope of Services, with the balance of the full scope to be performed under a future authorization:

- RFQ and Preliminary Design Kick-Off
- Project Management Coordination (weekly phone calls, 1 hour each, 4 total calls)
- Developer Coordination Meetings (2 per month, 2 hours each, 2 meetings total)
- Project Support (as needed calls, budget 1 hour/week for up to 2 CONSULTANT attendees, 6 hours total)
- Board meetings (1 meeting).

Fiscal Impact

The Recycled Water Cash Flow Reserve fund for FY2020/21 was budgeted at \$7,210,003. The District has awarded \$47,215 in prior services. This support services agreement is for \$56,518. The total appropriation is \$62,170, which includes a 10% contingency.

The cost for the agreement will be reimbursed by developers and users of recycled water as they join in the project.

Recommendation

The District Manager recommends the District Board Authorize the District Manager to enter into the agreement for Preliminary Project Management, Engineering and Support Services from Woodard & Curran for the Bayfront Recycled Water Facility Project and authorize the District Manager to approve up to ten percent contingency for additional work as needed, upon District Counsel's review of the agreement.

Attached: Woodard & Curran proposal and the Phase 1 Scope of Service Estimate dated September 16, 2021.

**WEST BAY SANITARY DISTRICT
BAYFRONT RECYCLED WATER FACILITY**

**SCOPE FOR PROJECT MANAGEMENT SERVICES
INITIAL PHASE 1 SERVICES
WOODARD & CURRAN**

Introduction

West Bay Sanitary District (WBSD) is implementing a recycled water project to construct a 0.4 mgd MGD (initial) satellite facility with provisions for expansion to 0.8 MGD at site of the former WBSD wastewater treatment plant (WWTP). The Bayfront Recycled Water Project will consist of a new Recycled Water Facility (RWF) at the former WWTP site, an influent pump station and force main to convey raw wastewater to the RWF, piping for return of off spec and waste water to the sewer system, recycled water distribution piping and storage tanks within the distribution system.

The intent of this limited Scope of Services is to provide initial support and engineering services to the District for approximately the first month project, as described below. It is anticipated that an additional contract/authorization will be awarded for additional work beyond this initial period.

Team

The following designations are used throughout the Scope of Work:

- District or WBSD, which refers to the West Bay Sanitary District
- Woodard & Curran as the CONSULTANT (or W&C Team)
- Design-Build Team (or DB Team), which refers to the prospective or successful team of contractor, design engineer and operator who will execute the design, construction and short-term operation of the Project under design-build contract with the District.

Scope of Services

This Scope of Services defines the tasks that CONSULTANT will perform in completing the Project. The Project has been divided into 4 phases of implementation, however this initial, limited scope includes only portions of the first phase (Phase 1), with the expectation that work beyond this initial authorization will be separately contracted/authorized. The approximate limits of work to be performed under the initial authorization are note in the Scope of Services below. For clarity, the scopes of each Phase 1 task are presented in their entirety (denoted "FULL SCOPE") and the portion of the work anticipated to be completed under the initial authorization are indicated in the "**INITIAL AUTHORIZATION SCOPE**" at the end of each full task description.

Phase 1

Task 1.1 Prepare Request for Qualifications (RFQ)

FULL SCOPE:

CONSULTANT shall assist with the development of an RFQ, which includes working with the District to establish qualification requirements and evaluation criteria to advance the details of Project element descriptions/narratives sufficiently to convey the scope of the Project to prospective DB Teams.

Major section headings for the Bayfront RWF RFQ are anticipated to include the following:

- Section 1: Background
- Section 2: Project Overview
- Section 3: Design Build Services (Roles and Responsibilities)
- Section 4: Procurement Process
- Section 5: SOQ Requirements
- Section 6: SOQ Evaluation and Shortlist Selection
- Section 7: Conditions for Respondents

A draft and final RFQ will be developed, with feedback from the District incorporated into the final. CONSULTANT will answer questions on the RFQ from prospective DB Teams and will prepare written addenda if required.

Deliverables

- Request for Qualifications
 - A Draft RFQ shall be submitted to the District for feedback.
 - District comments would be incorporated into the Final RFQ.
 - Responds to RFIs (written)

Assumptions

- The RFQ is anticipated to adhere to the general organization and content of the RFQ developed previously for the District's Recycled Water Project – Sharon Heights, which was an approximately 25 page document that included limited technical details to describe the project but otherwise focused on the manner in which the project would be administered, the preliminary terms and conditions for DB Teams, roles and responsibilities, DB qualification requirements and detailed requirements for the Statements of Qualifications.
- Questions from DB Teams are anticipated to be minor during the SOQ preparation period. CONSULTANT will prepare up to 2 written addenda in short Q&A format. Major changes to the content of the final RFQ are not anticipated.

INITIAL AUTHORIZATION SCOPE for Task 1.1

CONSULTANT will begin development of the RFQ. No Section of the RFQ is expected to be complete within the initial period of authorized work and only partial deliverables may be shared with the District.

Task 1.2 Support District in Memorandum of Understanding (MOU)

FULL SCOPE:

The Bayfront Project is anticipated to be funded through a joint agreement between the District and its private development partners. To facilitate this arrangement at the earliest Project stages, the District will lead the effort to develop a Memorandum of Understanding (MOU) with it's partners, beginning with Signature for Willow Village, to outline the fundamental relationship between the parties, the obligations and commitments of each party moving forward, and the terms and conditions of the arrangement. This process will be led by the District's chosen legal counsel, and W&C will support the District in assessing technical details for the MOU.

Deliverables

- Written comments and technical input to the MOU.

Assumptions

- Effort to be led by the District.

INITIAL AUTHORIZATION SCOPE for Task 1.2

The Full Scope of this Authorization is anticipated to be completed under this Initial Authorization.

Task 1.3 Concept Design (5%)

FULL SCOPE:

A concept-level design at approximately the 5% level of detail, is required to support final environmental permitting of the Project. An Environmental Impact Report has already been prepared for the Project (by MIG, Inc), however it is anticipated that this document will require an addendum or revision based on Project developments since it was finalized. The Concept Design will serve as the basis of Design for the project, defining key water quality, process, site use and other technical details as well as updating (as needed) preliminary facility footprints, pipeline routes and the locations of storage and related facilities within the distribution system. This Concept Design will be the foundation of bridge documents (30% Design) developed during Phase 2.

The capital cost estimate developed during the planning phases of the Bayfront Project (by Woodard & Curran, under separate contract) will be updated to reflect changes in the scope of the proposed construction project, and a brief memorandum will be developed as a cover to the revised estimate to describe significant changes in cost, if applicable.

Deliverables

- Preliminary Design
 - Concept/Basis of Design Report (memorandum, brief format)
 - Preliminary Design Drawings (facility layouts, GIS format pipeline routes, facility locations/maps)
 - Revised Capital Cost Estimate Memorandum

Assumptions

- Basis of Design Report will include design criteria for the following facilities
 - Recycled Water Facility civil, mechanical and demolition
 - Influent, Distribution and system (storage) pump stations civil, mechanical and demolition
 - Raw, off-spec and distribution pipeline materials and construction methods
 - Communications protocols (SCADA)
 - Electrical services and systems

INITIAL AUTHORIZATION SCOPE for Task 1.4

CONSULTANT will begin development of the Concept Design. No Section of the Concept Design is expected to be complete within the initial period of authorized work and only partial deliverables may be shared with the District.

Task 1.4 Update Environmental Impact Report (EIR)

FULL SCOPE:

An Environmental Impact Report was completed in DATE by MIG, Inc. It is anticipated that this document will require updating based on the Preliminary Design, and that this update will be made via an addendum to the original EIR. This Scope of Services will more fully detailed prior to obtaining authorization for the full Scope of Services.

INITIAL AUTHORIZATION SCOPE for Task 1.4

Task 1.4 will not be performed under the initial authorization.

Task 1.5 Project Coordination and Meetings (Phase 1)

FULL SCOPE:

This task includes meetings and workshops with the District, its development partners and other stakeholders during Phase 1 of the Project. Several specific meetings have been identified:

- RFQ and Preliminary Design Kick-Off
- RFQ Review Workshop
- Preliminary Design Review Workshop
- Draft EIR Update Review Workshop

In addition to these planned meetings, it is anticipated that there will be regular meetings throughout Phase 1 of the Project. These will include the following.

- Project Management Coordination (weekly phone calls, 1 hour each, 18 total calls)
- Developer Coordination Meetings (2 per month, 2 hours each, 8 meetings total)
- Project Support (as needed calls, budget 1 hour/week for up to 2 CONSULTANT attendees, 18 hours total)
- Board meetings (up to 3 meetings)

Deliverables

- Input on meeting material (agendas, presentation)
- Technical presentations, as applicable

Assumptions

- Coordination meetings are assumed to be held virtually as “calls” where shown above. However, the budget for this task does include travel time and expenses to allow for up to 4 in person meetings, held at District offices.

INITIAL AUTHORIZATION SCOPE for Task 1.5

The following meetings are included in the Initial Authorization Scope of Services, with the balance of the full scope to be performed under a future authorization:

- RFQ and Preliminary Design Kick-Off
- Project Management Coordination (weekly phone calls, 1 hour each, 4 total calls)
- Developer Coordination Meetings (2 per month, 2 hours each, 2 meetings total)
- Project Support (as needed calls, budget 1 hour/week for up to 2 CONSULTANT attendees, 6 hours total)
- Board meetings (1 meetings)



West Bay Sanitary District Bayfront Recycled Water Facility
Initial Phase 1 Scope of Services

September 16, 2021

Tasks	Labor											Total Hours	Total Labor Costs (1)	ODCs		Total Fee
	Dave Richardson	Tony Valdivia	Shelly Masuda	TBD	TBD	Donna Rammell	Kyle Tracy	TBD	TBD	TBD	ODCs			Total ODCs (3)		
Project Role	Principal in Charge	Project Manager	Project Engineer	Engineer II	Treatment Lead	Electrical Lead	SCADA/Controls Lead	Electrical Engineer	Controls Engineer	PA						
Phase 1 - RFQ and Project Updates																
Task 1.1 - Prepare Request for Qualifications (RFQ)	4	8	8	12						4	44	\$11,336	\$0	\$11,336		
Task 1.2 - Support District in Memorandum of Understanding (MOU)	20	12									32	\$10,488	\$0	\$10,488		
Task 1.3 - Preliminary Design (5%) and Schedule Development	4	8	8	16	8	8	4	8	2		66	\$17,272	\$0	\$17,272		
Task 1.4 - Update Environmental Impact Report (Deferred)											0	\$0	\$0	\$0		
Task 1.5 - Project Meetings	14	25	18	0	0	0	0	0	0	0	0	\$17,202	\$200	\$17,422		
Planned Kick-Off and Workshops (1)	4	4	5								13	\$3,861	\$100	\$3,971		
Project Management Coordination (4)	3	6	6								15	\$4,428	\$0	\$4,428		
Developer Coordination (2)	5	5	3								13	\$4,017	\$0	\$4,017		
Project Support		6									6	\$1,944	\$0	\$1,944		
Board Meetings (1)	2	4	4								10	\$2,952	\$100	\$3,062		
Subtotal Task 1:	42	53	34	28	8	8	4	8	2	4	199	\$56,298	\$400	\$56,518		
TOTAL	42	53	34	28	8	8	4	8	2	4	199	\$56,298	\$400	\$56,518		

1. The individual hourly rates include salary, overhead and profit.
2. Subconsultants will be billed at actual cost plus 10%.
3. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
4. Additional Woodard & Curran staff may perform work on the project, based on our standard billing rate schedule currently in effect.

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 7**

To: Board of Directors

From: Sergio Ramirez, District Manager

Subject: Consider Authorizing the District Manager to enter into an Agreement with Sharon Heights Golf and Country Club and Allow the District Manager to Authorize an Application for a State Revolving Fund Loan from the State Water Resources Control Board for the Design and Construction of the Avy Altschul Pump Station

Background:

At the Regular Board Meeting on May 26, 2021, the District Manager reported on the need to conduct a flow study at Avy Ave & Altschul Ave in Menlo Park to analyze if there is enough flow in the area to construct a second pick point for the West Bay/ Sharon Heights Recycled Water Facility. It was also reported that Sharon Heights Golf and Country Club (SHGCC) offered to pay for the flow study prior to proceeding with the design of a pump station. The Board of Directors agreed by consensus to conduct the initial flow study which would be paid by SHGCC.

On July 28, 2021, the Board approved an agreement with Freyer and Laureta to move forward with the design phase for the pump station at Avy Ave & Altschul Ave. The project would add additional flow to the Phil Scott Pump Station at Sandhill Road and Oak Ave. The added flow would benefit the West Bay/Sharon Heights Recycled Water Facility and provide additional recycled water to meet demand.

SHGCC has explored several options to finance the proposed pump station. The most lucrative has been to seek a State Revolving Fund Loan from the State Water Board in a public / private partnership.

Two actions are being requested:

- 1) Authorize the District Manager to enter into an Agreement between WBSD and SHGCC that arranges for WBSD to participate as a public partner in the design and construction.
- 2) Authorize the District Manager to submit an application for an SRF loan for the proposed pump station. The SRF loan would be based on an approximate cost of \$500 thousand for the

Report to the District Board for the Regular Meeting of October 13, 2021

proposed pump station. SHGCC has agreed to match the SRF loan by 20% or \$100 thousand. The loan balance to the state would be approximately \$400 thousand.

Analysis:

The Long Term Agreement "LTA" between West Bay Sanitary District and Sharon Heights Golf & Country Club states that the District will deliver 400,000 gallons of recycled water per day in peak months as needed (if wastewater flows are available). With the COVID-19 mandatory stay at home orders, most businesses in the Sand Hill Road area have not been occupied and wastewater flows to the Phil Scott Pump Station have reduced. Current recycled water production is approximately 300,000 - 350,000 gallons per day. Although not required by the LTA, as COVID-19 orders persist, additional flow is needed to meet the 400,000 gallons per day target flow.

A two week flow study at Avy Ave & Altschul Ave indicated that approximately 98,000 gallons of wastewater per day are available to be redirected to the Phil Scott Pump Station by way of the previously installed four inch force main on Sharon Road near Altschul Ave. The construction of the pump station at Avy Ave & Altschul Ave would be necessary for said flows to be redirected.

The SRF Loan application will require consultant services. SHGCC has agreed to pay for the necessary consultant. Additionally, an authorizing resolution will be needed, at a later date, in order to complete the State Revolving Fund Loan Application. The resolution will be brought back to the Board for approval.

Prior to the construction of the proposed pump station, SHGCC and the District would establish an agreement where SHGCC would reimburse the District for ongoing Operation and Maintenance of the proposed pump station, as well as future reconstruction and/or rehabilitation of the pump station.

Fiscal Impact:

The costs to the District would be associated with District staff time for application review, meetings, legal services associated with the agreement, and staff time during construction. SHGCC will make an initial deposit of \$20,000.00 to the District to cover such efforts. The fiscal impact to the District for outside services would be zero.

Recommendation:

The District Manager recommends the District Board authorize the District Manager to enter into an agreement with Sharon Heights Golf and Country Club as approved by District Counsel and recommends the District Board authorize the District Manager to submit the SRF loan application.

Attachments:

Draft MOA for approval

DRAFT
AGREEMENT BETWEEN WEST BAY SANITARY DISTRICT AND
SHARON HEIGHTS GOLF AND COUNTRY CLUB
FOR A STATE REVOLVING FUND LOAN APPLICATION AND TO FACILITATE THE
DESIGN AND CONSTRUCTION OF THE AVY ALTSCHUL PUMP STATION

This AGREEMENT BETWEEN WEST BAY SANITARY DISTRICT AND SHARON HEIGHTS GOLF AND COUNTRY CLUB FOR A STATE REVOLVING FUND LOAN APPLICATION AND TO FACILITATE THE DESIGN AND CONSTRUCTION OF THE AVY ALTSCHUL PUMP STATION (“Agreement”) is made and entered into on the date by which it has been executed by all parties hereto (the “Effective Date”), by and between the West Bay Sanitary District (“West Bay”) and the Sharon Heights Golf and Country Club (“Club”) (collectively “Parties”) and provides as follows:

RECITALS

WHEREAS, West Bay is a Sanitary District organized and existing under the Sanitary District Act of 1923 (Cal. Health & Safety Code § 6400, et seq.), and provides wastewater collection and conveyance services to the Cities of Menlo Park, Atherton and Portola Valley, and portions of East Palo Alto, Woodside and unincorporated San Mateo and Santa Clara counties; and

WHEREAS, Club is a corporation duly organized and existing under the laws of the State of California that owns and operates a golf course and related facilities that are currently irrigated with potable water purchased from the San Francisco Public Utilities Commission (SFPUC) by way of Menlo Park Municipal Water along with recycled water from West Bay’s recycled water treatment facility; and

WHEREAS, numerous golf courses throughout California now use recycled water for irrigation purposes and such use has been shown to be beneficial and is consistent with State law and water policy; and

WHEREAS, the Parties have previously entered into construct and operate a recycled water facility at the Sharon Heights Golf and Country Club suitable for use as a substitute to irrigate the golf course, and are mutually interested in building a second pick point pump station at Avy Avenue and Altschul Avenue in Menlo Park to further substitute the use of potable water now used to irrigate the golf course; and

WHEREAS, West Bay has indicated a willingness to serve as a public partner for purposes of applying for a loan from the State Water Resources Control Board (SWRCB) to design and construct at a cost estimated at \$500,000; and

WHEREAS, Club agrees to reimburse West Bay for all application, design, and construction costs; and

WHEREAS, the scope of this Memorandum of Understanding is limited to the loan application, design, and construction of a pump station at Avy Avenue and Altschul Avenue in Menlo Park.

TERMS

1. The parties agree to negotiate in good faith and on a regular basis to resolve issues.
2. West Bay agrees to apply to the SWRCB for an SRF loan.
3. Within ten (10) days of the Effective Date of this Agreement, Club shall deposit with West Bay the sum of twenty thousand dollars (\$20,000.00) (the "Initial Deposit") as an estimate of West Bay's costs associated with the preparation/negotiation of this Agreement and the SRF loan application, including staff time and legal and other professional services associated therewith, including the design and construction of the said pump station. Should the Initial Deposit be insufficient to reimburse West Bay for the full costs incurred, Club agrees to supplement the Deposit as necessary and reasonable to fund its completion.
4. The SRF loan application shall, at a minimum, contain the following:
 - a. Estimated cost of planning, design and construction of the pump station
 - b. Point at which it would be proposed to divert sewage to the pump station and the method of diversion
 - c. Volume and characteristics of sewage at proposed point of diversion.
 - d. Projected characteristics of the recycled water output from the pump station, including:
 - i. Annual and daily production capacity (afy)
 - ii. Daily production capacity (mgd)
 - iii. Pump Station footprint
 - iv. Point of delivery
 - e. Analysis of alternative placement of the pump station and selection of preferred alternative
 - f. Projected cost of annual pump station operation and maintenance (O&M)
5. The Parties agree that Club shall reimburse West Bay for all costs incurred by West Bay for the loan application, design, and construction that are in excess of those provided by any SWRCB Grants including, but not limited to staff time, legal and other professional services, and debt service upon receipt of invoices therefor document such costs. Payment shall be made by Club to West Bay within 30 days of written notice by West Bay of amounts due. Payment shall be sent to the address specified for notice, below.
6. Prior to the commencement of the pump station construction, West Bay and SHGCC agrees to create a Long Term Agreement (LTA) for the pump station O&M. The O&M will be based on

O&M budget projection, similar to the existing LTA. The Club agrees to reimburse West Bay for the cost of operation & maintaining the pump station including future replacement and complete pump station rehabilitation costs.

7. Nothing contained herein shall be construed by the Parties as constituting a commitment by West Bay to construct the pump station prior to establishing a LTA. Club acknowledges and agrees that a separate agreement with West Bay will be required for that purpose, and that such agreement shall require that Club fund the full cost of construction, operation and maintenance of such pump station.
8. Attorney Fees. In the event of any litigation between the parties to interpret or enforce this Agreement, the prevailing party shall be entitled to recover its attorney fees, court costs and litigation expenses incurred in the litigation.
9. Entire Agreement. The parties acknowledge that no representations or inducements have been made other than those expressed herein; that this Agreement supersedes any and all prior memoranda, correspondence, conversations, negotiations and agreements pertaining to the matters herein expressed; and that this Agreement constitutes the entire agreement between them.
10. Governing Law and Forum. The validity, construction and effect of this Agreement shall be governed by the laws of the State of California, and the parties hereby consent to the exclusive jurisdiction of the courts of the state of California for resolution of any dispute arising hereunder, with venue in San Mateo County Superior Court.
11. Notices. Any formal notice by any party hereto shall be in writing and delivered to the parties as set forth below:

a. To West Bay:

West Bay Sanitary District
500 Laurel Street
Menlo Park, CA 94026
Attn.: Sergio Ramirez, District Manager
Email: sramirez@westbaysanitary.org
Tel: 650-321-0384

b. To Club:

Sharon Heights Golf and Country Club
2900 Sand Hill Road
Menlo Park, California 94025
Attn.: SHGCC President
Tel: 866-854-6422

12. Electronic Signatures. Each party agrees that this Agreement and any other documents to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized person on the day and year first above written.

“CLUB”

SHARON HEIGHTS GOLF &
COUNTRY CLUB
A California Corporation

Dated: _____

By: _____
SHGCC President

“WEST BAY”

WEST BAY SANITARY DISTRICT

Dated: _____

By: _____
Sergio Ramirez, District Manager

APPROVED AS TO FORM:

Tony Condotti, District Counsel



WEST BAY SANITARY DISTRICT AGENDA ITEM 8

To: *Board of Directors*

From: *Bob Hulsmann, Operations Superintendent
Sergio Ramirez, District Manager*

Subject: *Consider Accepting the Performance Merit Pay Program
Results Oct. 1, 2020 to Sept. 30, 2021 and Authorize the District
Manager to Disburse the Final Payout*

Background

In September of 2012 the Board approved implementation of the Performance Merit Pay Program (Program). The Program was introduced to Staff during negotiations and the MOU allowed for a Board approved program to be adopted. Staff immediately began working on the Program's aggressive goals in October of 2012.

The Board adopted Director Moritz's Program template using performance measures identified in the monthly Operations & Maintenance reports. Using this template, the District Manager and staff inserted figures for the expected base productivity level for each identified performance measure and the optimum target goal productivity level.

The Board last approved the criteria with the established goals based on recommendations from the District Manager in September 2020. The Board subsequently approved the budget for the Program in the FY2021/22 Budget.

Analysis

The District approved the program for the 9th year running from October 1, 2020 to September 30, 2021. The totals and weight factors of the overall performance have been completed (see attachment A).

The purpose of such a program is to award staff for meeting or exceeding performance goals. The goals are not for normal performance (base) but to recognize extraordinary performance. The intent of this program is to move productivity to a new level, sustain high productivity levels, and reward the efforts of District staff for their performance in improving the efficiency and quality of work and reducing Sanitary Sewer Overflows (SSOs).

The “Miles of Pipe Cleaned” goal component was very aggressive as it required the crews to clean a minimum of 160 miles of pipe in order to meet the base of the goal and up to 170 miles of pipe cleaning in order to receive the full value of the goal. The crew completed 194.9 miles of pipe which accounts primarily for all of the District’s smaller diameter pipe that has not been recently reconstructed or rehabilitated. During the months of June and July management decided to slow down the day to day CCTVing and Pipe Rehab Operations. These crews were reassigned to pipe cleaning to expand our efforts in keeping the sewage in the pipes. This was increasingly important due to the two SSOs we experienced in the same basin. This extra effort was needed to keep the SSO count at two for the rest of the year. The crews did not reach the target goal for CCTV or Pipe Patch this year, however, both of these elements base goal was reached. Approximately 44 miles of pipe was CCTVed and 62 Pipe Patches were accomplished, well within the range of the overall goal. Another measurement in these components is efficient use of “man-hours” to Clean, CCTV and Pipe Patch the of pipe. The crew’s efficiency this year resulted in the full payout of these components.

This year two of the seventy-two lines that were inspected under the Quality Control component of the program needed to be re-cleaned. Because of this, staff will receive 75% of this component.

This year staff has accomplished 98% of the overall PMPP goals.

The following chart shows the percentage of the goals reached per year since the program began.

PMPP Year	Percent Payout	Total SSOs	Contractor Caused Exceptions
2012/2013	90.58%	8	0
2013/2014	66.15%	14	0
2014/2015	78.60%	7	0
2015/2016	98.25%	6	0
2016/2017	78.60%	8	2
2017/2018	89%	4	*2
2018/2019	99.16%	4	*1
2019/2020	100%	0	0
2020/2021	98%	2	0

* Contractor caused, did not affect payout

Fiscal Impact

The total budgeted amount for FY2021/2022 is \$160,000 (32 FTE's x \$5k) as maximum possible payout. The Performance Merit Pay Program payout per employee are according to the percent of goal achieved; multiplied by the weight of the performance measure which results in a value for the particular performance measure. The value of all ten performance measures is then added to determine the final annual payout per employee based on the number of workdays during October 1, 2020 and September 30, 2021. The attached payout calculation document indicates this year's payout is \$152,290.18 in total. The 98% payout equates to \$4,900.00 per full time employee (see attachment B).

Recommendation

The District Manager recommends the Board consider the above factors and approve the payout amounts based on the Performance Merit Pay Program Results and direct the District Manager to disburse payments in November 2021.

Attachment: Attachment A – Performance Merit Pay Program Results 2020-21
Attachment B – Payout Calculations

Attachment A

WEST BAY SANITARY DISTRICT

PERFORMANCE MERIT PAY PROGRAM (PMPP)

No.	Performance Element	Base	PMP Goal w/o manhours	Actual w/o manhours	% of Goal w/o manhours	Base	Target Goal	Actual	% of Goal	Weight	Value
1	Customer Satisfaction		---	---	---	90%	98%	100.00%	100.0%	0.08	0.08
2	Safety (Days of Work Lost/Yr)		---	---	---	3	0	0	100%	0.08	0.08
3	Miles Pipe CCTV'd / Manhour	40	50	44.1	88%	0.0082	0.0154	0.0281	100.0%	0.09	0.09
4	Miles Pipe Cleaned - Manhour	160	170	194.9	115%	0.0347	0.0366	0.0378	100.0%	0.15	0.15
5	Unscheduled Pump Station Repairs		---	---	---	18	12	2	100.0%	0.03	0.03
6	Pipe Repair Dig-Ups / Manhour	75	90	94	104%	0.0309	0.037	0.1561	100.0%	0.04	0.04
7	Pipe Repair Patches / Manhour	50	65	62	95%	0.0206	0.0267	0.1649	100.0%	0.04	0.04
8	SSO's (Category 1)	---	---	---	---	3	0	0	100%	0.2	0.2
9	SSO's (Category 2 & 3)	---	---	---	---	10	6	2	100%	0.22	0.22
10	Quality Control - Line Cleaning	---	---	---	---	8	0	2	75%	0.07	0.0525
Total										100%	98%

Attachment B

**Performance Merit Payout
2020/2021**

Maximum Merit Payout	\$5,000.00
PMP Budget 2021-22	\$160,000.00
Qualified Employees	32
Percentage of Goal Achieved:	98%

Employees	Work Days	Staff	Qualified %	PMP %	Payout per EE	Total Payout
\$20.0803(Wkday) x 249 * 98%	249	29	100%	98%	4,900.00	142,100.00
\$20.0803(Wkday) x 237 * 98%	237	1	95%	93%	4,663.86	4,663.86
\$20.0803(Wkday) x 162 * 98%	162	1	65%	64%	3,187.95	3,187.95
\$2.51(Hour) x Hours Worked * 98%	Hourly	1	48%	47%	2,338.37	2,338.37
Employees with Insufficient Days	Less 90	5	0%	0%	-	-
Total		37				<u>\$152,290.18</u>

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 9**

To: Board of Directors

**From: Debra Fisher, Finance Manager
Sergio Ramirez, District Manager**

**Subject: Consider Approving District Treasury Report
First Quarter FY 2021-22**

Background

In October 2010 the District named Bank of the West as the District’s Investment advisor and approved an investment of \$5 million in available funds to establish the Emergency Capital Reserve. Subsequently, the Board has established several additional reserves to provide financial stability for the District. On June 9, 2021, the Board approved the new Treatment Plant Reserve, to reserve for treatment plant funding requirements and allow the District to reduce future debt, thereby realizing significant saving in interest expense.

Excess funds over the current monthly expenditures are held in Local Agency Investment Fund (LAIF), which are equivalent to cash and may earn higher yields without a long term commitment. Operating Reserves, customer deposits, capital projects, and Solid Waste Funds are held in LAIF.

Restricted funds for Sharon Heights Golf & Country Club (SHGCC), as required for the Clean Water State Revolving Fund (SRF) loan are held in a Money Market account, as requested by SHGCC representatives.

There are currently five separate investment reserves maintained to support the goals of the District, along with reserves held in LAIF, the Vehicle & Equipment Reserve held in a money market account, and the restricted Recycled Water State Revolving Fund (SRF) Reserve. Annual contributions are made in accordance with the Board approved budget in order to reach the target balances for each reserve.

<u>Reserve Account</u>	<u>Opened</u>	<u>Target Balance</u>	<u>Target</u>
Operating Reserve	11/26/2014	\$10.75 million *	Achieved
Rate Stabilization Reserve	10/30/2015	\$10 million	Unfulfilled **
Treatment Plant Reserve	9/24/2021	\$12 million	Unfulfilled
Capital Project Reserve	11/26/2014	\$6 million	Unfulfilled **
Emergency Capital Reserve	10/19/2010	\$5 million	Unfulfilled **
Recycled Water Cash Flow	11/18/2016	\$8 million	Achieved
Recycled Water SRF Reserve	3/01/2018	\$1.46 million	Achieved
Vehicle & Equipment Reserve	8/18/2011	\$1 million	Unfulfilled

* Based on FY 2021-22 Budget (held in LAIF)

** Less than \$10,000 from target balance

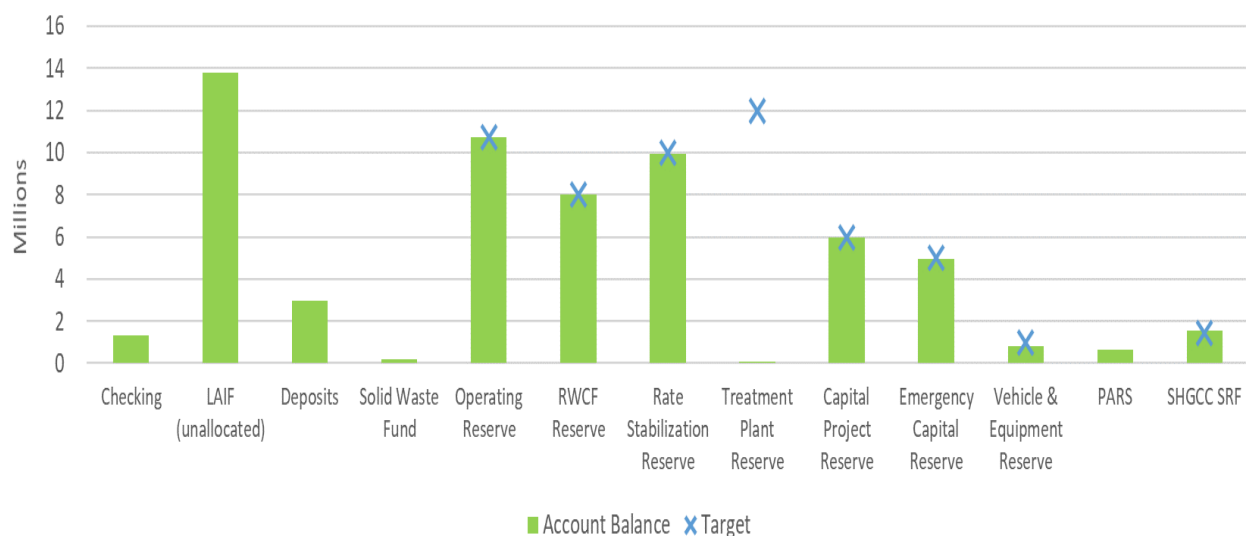
Fiscal Impact

The District has allocated an additional \$1,221,197 of LAIF funds for the Operating Reserve, as approved in the FY 2021-22 budget, to meet six months of expenditures. Transfers of \$2,500,000 to the Treatment Plant and \$371,315 to the Vehicle & Equipment Reserve accounts will be completed when current year revenues are received and investments improve.

FY 2021-22 Budget - Transfers

Operating Reserves	1,221,197
Treatment Plant Reserve	2,500,000
Vehicle & Equipment Reserve	371,315
Total Transfers	4,092,512

The District is approximately \$1.2 million short of sufficient funds to achieve the total target reserve balances, combining all District accounts, as of 9/30/21. Three reserve accounts are less than \$10,000 under the target. The goal is to achieve the new Treatment Plant Reserve \$12 million target in five years.



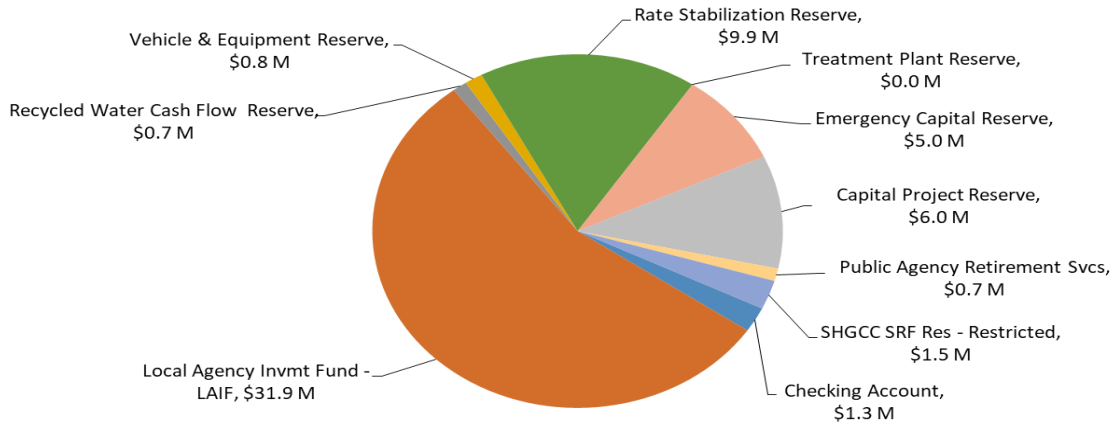
The investment portfolios have been set up with the goal to yield a rate of return of approximately 2%. Current District yields in the Investment Reserves average 1.34%.

Details of each account are included on the following Schedule of Cash and Investments. The Investment reports for the first quarter FY 2021-22 follow, including details of all holdings and activity.

Recommendation

The Finance Manager recommends the District Board approve the report on the District's Treasury Report, including investment portfolio statements detailing assets held, transactions, and changes in market value to the Reserve accounts described therein, for the first quarter fiscal year 2021-22.

**West Bay Sanitary District
Schedule of Cash and Investments
Fiscal Year 2021-22
September 30, 2021**



Description	Target	Principal Amount	Accrued Interest	Yield
Bank of the West, Commercial Checking Account		1,313,657.61		0.16%
NAVIA Commuter Checking Account		2,032.70		0.00%
Petty Cash		1,000.00		
Vehicle & Equipment Reserve, Money Market Account		816,587.85		0.18%
Local Agency Investment Fund (LAIF)		31,872,314.20	0.00	0.33% *
Cash & Equivalent Accounts		34,005,592.36	0.00	
Bank of the West Reserves Accounts				
Bank Of The West -Operating Reserve - Moved to LAIF	\$10.75 million	0.00	0.00	0.00%
Bank Of The West - Rate Stabilization Reserve - Securities	\$10 million	8,193,909.53	50,681.80	1.85%
Bank Of The West - Rate Stabilization Reserve - Cash		1,748,735.92		0.03%
Bank Of The West -Treatment Plant Reserve - Securities	\$12 million	0.00	0.11	0.05%
Bank Of The West -Treatment Plant Reserve - Cash		3,018.89		0.03%
Bank Of The West -Capital Project Reserve - Securities	\$6 million	5,038,265.89	25,653.10	1.78%
Bank Of The West -Capital Project Reserve - Cash		926,398.19		0.03%
Bank Of The West -Emergency Capital Reserve - Securities	\$5 million	3,917,732.62	23,732.17	1.69%
Bank Of The West -Emergency Capital Reserve - Cash		1,057,807.03		0.03%
Bank Of The West - Recycled Water Cash Flow Reserve - Securities	\$8 million	555,558.85	4,705.89	3.12%
Bank Of The West - Recycled Water Cash Flow Reserve - Cash		99,318.76		0.03%
Bank of the West Reserve Accounts		21,540,746	104,773	
Bank Of The West - Recycled Water SRF Reserve - Closed 7/30/21		0.00	0.00	0.00%
Bank Of The West - Recycled Water SRF Money Market	\$1.46 million	1,538,126.90		0.11%
Restricted - Bank of the West Reserve Account		1,538,127	0	
Total Cash and Investments		57,084,464.94	104,773.07	
PARS Irrevocable Trust - OPEB		421,505.67 *		
PARS Irrevocable Trust - Retirement		241,915.48 *		
Total PARS Irrevocable Trust (offset liabilities)		663,421.15		

Certification:

The District Manager/Chief Fiscal Officer and Finance Manager of West Bay Sanitary District represents that the above investments are in accordance with the West Bay Sanitary District Statement of Investment Policy.

Investment Policy adopted by the District Board on September 22, 2021.

[Signature] 10/6/2021
District Manager/CFO Date

[Signature] 10/6/21
Finance Manager Date

* Balance as of 9/30/21 not available, as of report date. Prior reports used: LAIF yeild as of 6/30/21 and PARS balances as of 8/31/21.



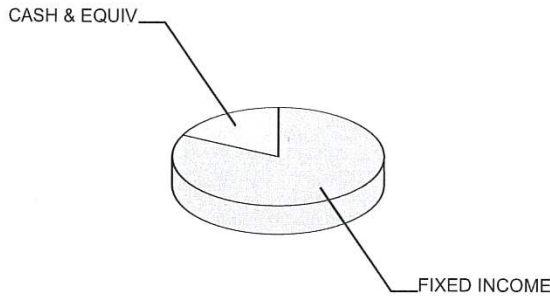
WBSD - RATE STABILIZATION RESERVE

Account Number: XXXXXXXXXX
 Statement Period: 07/01/21 - 09/30/21

WEST BAY SANITARY DISTRICT
 RATE STABILIZATION RESERVE
 500 LAUREL STREET
 MENLO PARK CA 94025

Fiduciary	Chuen Ying Lee (408) 645-3234
Portfolio	Michael D. Smith (408) 490-2079

Asset Allocation



Asset Valuation

Description	Market Value	% of Account
Cash & Equiv	1,748,735.92	17.6%
Fixed Income	8,193,909.53	82.4%
Total Portfolio	\$ 9,942,645.45	100.0%
Accrued Income	50,681.80	
Total Valuation	\$ 9,993,327.25	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 4,257,666.02	\$ 4,257,666.02
Income		
Interest.....	38,395.28	38,395.28
Purchased Income.....	-275.69	-275.69
Disbursements.....	-3,908.59	-3,908.59
Realized Gains/(Losses).....	-210.81	-210.81
Change In Accrued Income.....	35,637.52	35,637.52
Change In Market Appreciation/(Depreciation).....	-9,617.29	-9,617.29
Non-Cash Asset Changes.....	5,675,640.81	5,675,640.81
Ending Market Value	\$ 9,993,327.25	\$ 9,993,327.25



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	1,748,735.920	1,748,735.92 1,748,735.92	874.00 62.56	0.05%
Total Cash Equivalents		\$ 1,748,735.92 \$ 1,748,735.92	874.00 62.56	0.05%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	210,000.000	223,853.70 223,521.00	7,140.00 237.99	3.19%
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable	80,000.000	83,204.80 83,094.30	4,000.00 666.66	4.81%
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable	100,000.000	105,102.00 104,240.00	2,500.00 1,673.61	2.38%
American Tower Corp New Sr Gbl 3.50% Dtd 01/08/2013 Due 01/31/2023 Callable	100,000.000	104,086.00 104,446.00	3,500.00 2,343.05	3.36%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	40,000.000	40,289.20 40,323.20	300.00 116.66	0.74%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	49,424.50 49,948.00	350.00 51.52	0.71%
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.407% Dtd 02/25/2021 Due 12/01/2023 Non-Callable	100,000.000	99,639.00 100,000.00	407.00 135.66	0.41%
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable	25,000.000	27,359.00 27,802.50	925.00 298.05	3.38%
Bellevue Neb Ctfs Partn Taxable Ref Ctfs Partn Taxable 0.455% Dtd 03/15/2021 Due 09/15/2024 Non-Callable	150,000.000	149,065.50 150,000.00	682.00 30.33	0.46%



WBSD - RATE STABILIZATION RESERVE

Account Number:
Statement Period:

~~3143252-011-9~~
07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	210,000.000	225,065.40 225,611.50	7,350.00 265.41	3.27%
Butte Silver Bow Mont City & C GO Bds 3.00% Dtd 12/28/2016 Due 07/01/2023 Non-Callable	50,000.000	52,350.50 52,513.00	1,500.00 375.00	2.87%
Carolina Beach NC Enterprise S Rev Bds 4.00% Dtd 06/30/2016 Due 06/01/2023 Non-Callable	50,000.000	53,077.00 53,582.00	2,000.00 666.66	3.77%
Chambers Cnty Tex Comb Tax and Rev Ctfs Ob 5.00% Dtd 08/01/2015 Due 03/01/2023 Non-Callable	65,000.000	69,369.95 69,568.20	3,250.00 270.83	4.69%
Charlotte N C Ctfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable	155,000.000	159,694.95 162,914.30	4,595.00 1,531.91	2.88%
Clemson Univ S C Univ Revs Athletic Facs Rev Bds 2.00% Dtd 02/01/2012 Due 05/01/2022 Non-Callable	45,000.000	45,470.70 45,222.30	900.00 375.00	1.98%
Colorado Hsg & Fin Auth Taxable Single Family MT 2020 C Taxable 1.928% Dtd 02/20/2020 Due 11/01/2023 Non-Callable	250,000.000	255,087.50 258,862.50	4,820.00 2,008.33	1.89%
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable	200,000.000	213,494.00 211,939.25	10,000.00 833.32	4.68%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	60,000.000	64,960.20 65,970.60	2,025.00 258.75	3.12%
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	60,000.000	65,192.40 65,854.20	2,070.00 103.50	3.18%
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	35,000.000	35,472.15 35,334.25	577.00 48.12	1.63%
Federal Home Loan Bks Cons Bds 1.875% Dtd 11/30/2016 Due 11/29/2021 Non-Callable	200,000.000	200,590.00 199,609.91	3,750.00 1,270.83	1.87%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████252-011-2
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	250,000.000	249,900.00 250,000.00	1,500.00 629.16	0.60%
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable	235,000.000	238,922.15 236,435.85	5,640.00 1,629.33	2.36%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable	80,000.000	81,192.00 80,078.40	1,520.00 303.99	1.87%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	85,000.000	86,319.20 85,045.90	1,615.00 260.19	1.87%
Federal Farm Cr Bks Cons Systemwide Bds 0.30% Dtd 01/13/2021 Due 01/13/2025 Callable	200,000.000	198,616.00 199,700.00	600.00 130.00	0.30%
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable	325,000.000	325,074.75 323,757.57	4,468.00 2,159.89	1.37%
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable	505,000.000	507,479.55 505,193.98	10,100.00 2,412.77	1.99%
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable	95,000.000	95,879.70 95,080.75	1,781.00 870.83	1.86%
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable	325,000.000	327,128.75 326,113.70	7,718.00 1,672.39	2.36%
GE Capital Internotes Fr 5.50% Dtd 11/05/2009 Due 11/15/2021 Non-Callable	50,000.000	50,186.50 50,771.50	2,750.00 1,038.88	5.48%
Grant Cnty Wash Pub Util Dist Taxable Sys Ref Bds 2020 Q Taxable 1.877% Dtd 01/29/2020 Due 01/01/2023 Callable	75,000.000	76,528.50 76,713.00	1,407.00 351.93	1.84%
Hamilton Cnty Ohio Sales Tax Sales Tax Bds 2000 B Zero Cpn Dtd 11/09/2000 Due 12/01/2023 Non-Callable	65,000.000	64,154.35 64,411.39	0.00	0.00%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable	70,000.000	70,826.00 70,233.10	1,785.00 555.33	2.52%
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	150,000.000	165,429.00 168,052.50	6,975.00 2,906.25	4.22%
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.55% Dtd 04/28/2020 Due 08/01/2022 Non-Callable	30,000.000	30,283.20 30,000.00	465.00 77.50	1.54%
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable	111,000.000	117,945.27 119,490.39	4,440.00 1,849.99	3.76%
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable	140,000.000	149,018.80 147,777.00	7,000.00 894.44	4.70%
Long Is Pwr Auth N Y Elec Sys Gen Bds 2020 A 5.00% Dtd 08/20/2020 Due 09/01/2023 Non-Callable	45,000.000	49,130.55 49,098.15	2,250.00 187.50	4.58%
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable	100,000.000	105,887.00 107,251.00	4,252.00 1,417.33	4.02%
Nedrose Pub Sch Dist No 4 N D Taxable GO Bldg Ref Bds Taxable 0.35% Dtd 02/17/2021 Due 08/01/2024 Non-Callable	100,000.000	99,270.00 100,062.00	350.00 58.33	0.35%
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable	110,000.000	111,346.40 111,593.90	1,210.00 490.72	1.09%
Newark Calif Uni Sch Dist Bds 2002 D Zero Cpn Dtd 04/30/2002 Due 08/01/2023 Non-Callable	75,000.000	74,502.00 74,506.43	0.00	0.00%
Ohio St Common Schs GO Ref Bds 2016 A 5.00% Dtd 03/09/2016 Due 12/15/2023 Non-Callable	45,000.000	49,700.25 49,035.60	2,250.00 662.50	4.53%
Pajaro Valley Calif Uni Sch Di GO Bds 2005 B Zero Cpn Dtd 05/19/2005 Due 08/01/2023 Non-Callable	50,000.000	49,686.00 49,634.72	0.00	0.00%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

[REDACTED]
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable	73,000.000	76,699.64 76,910.61	1,752.00 876.00	2.28%
San Francisco Calif Bay Area R Taxable Ref Bds 2019 B Taxable 1.971% Dtd 10/31/2019 Due 07/01/2024 Non-Callable	100,000.000	103,639.00 104,073.00	1,971.00 492.75	1.90%
Seattle Wash GO Ref Bds 5.00% Dtd 05/16/2012 Due 12/01/2021 Non-Callable	100,000.000	100,774.00 101,939.00	5,000.00 1,666.66	4.96%
Small Business Admin Gtd Ln Pool Ctfs 2.245% Dtd 09/19/2012 Due 09/10/2022	15,456.340	15,641.97 15,654.98	346.00 19.95	2.22%
South Dakota Hsg Dev Auth Taxable Homeownership MT 2021 C Taxable 0.671% Dtd 08/04/2021 Due 05/01/2024 Non-Callable	200,000.000	200,064.00 200,000.00	1,342.00 212.48	0.67%
Southwest Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable	110,000.000	111,747.90 112,165.90	5,500.00 916.66	4.92%
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable	200,000.000	209,064.00 210,408.00	6,200.00 2,342.22	2.97%
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable	190,000.000	190,207.10 192,165.30	1,425.00 538.33	0.75%
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable	100,000.000	101,325.00 99,735.48	2,000.00 527.77	1.97%
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable	75,000.000	79,077.00 79,998.00	3,000.00 999.99	3.79%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	10,000.000	10,384.90 10,287.40	290.00 0.80	2.79%
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	300,000.000	319,740.00 326,083.00	9,000.00 4,500.00	2.81%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

~~11-1152-01~~
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026	240,000.000	238,272.00 238,687.50	1,800.00 4.94	0.76%
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable	135,000.000	140,652.45 139,274.10	3,927.00 1,483.59	2.79%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable	300,000.000	292,371.00 295,306.20	0.00	0.00%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable	150,000.000	143,479.50 145,843.70	0.00	0.00%
Washington Fed Hwy Grnt Antic Grnt Antic Rev Bds 2012f 5.00% Dtd 06/06/2012 Due 09/01/2023 Callable	50,000.000	52,158.50 52,293.00	2,500.00 208.33	4.79%
West Hollywood Calif Pub Fing Rev Bds 5.00% Dtd 06/30/2016 Due 04/01/2023 Non-Callable	55,000.000	58,912.70 60,038.85	2,750.00 1,375.00	4.67%
William S Hart Calif Un High S GO Bds 2013 C 4.00% Dtd 02/21/2013 Due 08/01/2023 Non-Callable	50,000.000	53,444.50 53,583.00	2,000.00 333.33	3.74%
Total Fixed Income		\$ 8,193,909.53 \$ 8,214,840.86	183,520.00 50,619.24	2.24%
Cash				
Principal Cash		0.00 0.00	0.00	0.00%
Income Cash		0.00 0.00	0.00	0.00%
Total Cash		\$ 0.00 \$ 0.00	0.00 0.00	0.00%
Total Market Value		\$ 9,942,645.45 \$ 9,963,576.78	184,394.00 50,681.80	1.85%
Total Market Value Plus Accruals		\$ 9,993,327.25		



WBSD - RATE STABILIZATION RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 06/30/21	07/01/21		5.32
Int To 07/31/21	08/02/21		35.70
Int To 08/31/21	09/01/21		36.09
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable			
Int To 09/19/21 on 210,000	09/20/21		3,570.00
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable			
Int To 08/01/21 on 75,000	08/02/21		1,875.00
Apple Inc Sr Glbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable			
Int 02/08/21 To 08/08/21 on 50000	08/09/21		175.00
Bellevue Neb Ctfs Partn Taxable Ref Ctfs Partn Taxable 0.455% Dtd 03/15/2021 Due 09/15/2024 Non-Callable			
Int 03/15/21 To 09/15/21 on 150000	09/15/21		341.25
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable			
Int To 09/18/21 on 210,000	09/20/21		3,675.00
Butte Silver Bow Mont City & C GO Bds 3.00% Dtd 12/28/2016 Due 07/01/2023 Non-Callable			
Int To 07/01/21 on 50,000	07/01/21		750.00
Chambers Cnty Tex Comb Tax and Rev Ctfs Ob 5.00% Dtd 08/01/2015 Due 03/01/2023 Non-Callable			
Int To 09/01/21 on 65,000	09/01/21		1,625.00
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable			
Int To 09/01/21 on 125,000	09/01/21		3,125.00
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable			
Int To 08/15/21 on 60,000	08/16/21		1,012.50



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

11-1252801-1
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable Int To 09/13/21 on 60,000	09/13/21		1,035.00
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Int To 09/01/21 on 35,000	09/01/21		288.75
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Interest on Full Call of	07/30/21		500.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable Int To 07/19/21 on 80,000	07/19/21		760.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Int To 08/03/21 on 85,000	08/03/21		807.50
Federal Farm Cr Bks Cons Systemwide Bds 0.30% Dtd 01/13/2021 Due 01/13/2025 Callable Int 01/13/21 To 07/13/21 on 200000	07/13/21		300.00
Grant Cnty Wash Pub Util Dist Taxable Sys Ref Bds 2020 Q Taxable 1.877% Dtd 01/29/2020 Due 01/01/2023 Callable Int To 07/01/21 on 75,000	07/01/21		703.87
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.55% Dtd 04/28/2020 Due 08/01/2022 Non-Callable Int To 08/01/21 on 30,000	08/02/21		232.50
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable Int To 08/15/21 on 140,000	08/16/21		3,500.00
Long Is Pwr Auth N Y Elec Sys Gen Bds 2020 A 5.00% Dtd 08/20/2020 Due 09/01/2023 Non-Callable Int To 09/01/21 on 45,000	09/01/21		1,125.00



WBSD - RATE STABILIZATION RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Nedrose Pub Sch Dist No 4 N D Taxable GO Bldg Ref Bds Taxable 0.35% Dtd 02/17/2021 Due 08/01/2024 Non-Callable Int 02/17/21 To 08/01/21 on 100000	08/02/21		159.44
Port Morrow Ore Transmission F Rev Bds Taxable 2.737% Dtd 08/26/2015 Due 09/01/2021 Callable Int To 09/01/21 on 200,000	09/01/21		2,737.00
San Francisco Calif Bay Area R Taxable Ref Bds 2019 B Taxable 1.971% Dtd 10/31/2019 Due 07/01/2024 Non-Callable Int To 07/01/21 on 100,000	07/01/21		985.50
Small Business Admin Gtd Ln Pool Ctfs 2.245% Dtd 09/19/2012 Due 09/10/2022 Int To 09/02/21 on 69792.83	09/10/21		789.86
Southwest Tex Indpt Sch Dist Ult Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable Int To 08/01/21 on 110,000	08/02/21		2,750.00
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Int To 09/30/21 on 10,000	09/30/21		145.00
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026 Int 03/31/21 To 09/30/21 on 240000	09/30/21		900.00
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Int To 09/15/21 on 160,000	09/15/21		2,200.00
Washington Fed Hwy Grnt Antic Grnt Antic Rev Bds 2012f 5.00% Dtd 06/06/2012 Due 09/01/2023 Callable Int To 09/01/21 on 50,000	09/01/21		1,250.00
William S Hart Calif Un High S GO Bds 2013 C 4.00% Dtd 02/21/2013 Due 08/01/2023 Non-Callable Int To 08/01/21 on 50,000	08/02/21		1,000.00
Total Interest Income		\$ 0.00	\$ 38,395.28



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Purchased Income			
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable Accrued Int To 09/23/21 Paid on Purchase of 5,000	09/23/21		-36.11
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable Accrued Int To 09/24/21 Paid on Purchase of 75,000	09/24/21		-239.58
Total Purchased Income		\$ 0.00	\$ -275.69
Total Income		\$ 0.00	\$ 38,119.59

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 06/30/21	07/15/21		-687.21
Monthly Fee To 07/31/21	08/13/21		-1,611.49
Monthly Fee To 08/31/21	09/15/21		-1,609.89
Total Fees/Expenses		\$ 0.00	\$ -3,908.59
Total Disbursements		\$ 0.00	\$ -3,908.59

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (14) 07/01/21 To 09/30/21	09/30/21		-652,731.77
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable Purchased 5000 09/21/21 From Morgan Stanley & Co @ 104.031	09/23/21		-5,201.55



WBSD - RATE STABILIZATION RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/21 - 09/30/21

Purchase Activity			
	Date	Income Cash	Principal Cash
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable Purchased 75000 09/22/21 From Mesirow Financial Inc @ 106.789	09/24/21		-80,091.75
South Dakota Hsg Dev Auth Taxable Homeownership MT 2021 C Taxable 0.671% Dtd 08/04/2021 Due 05/01/2024 Non-Callable Purchased 200000 07/15/21 From Wells Fargo Securities, LLC @ 100	08/04/21		-200,000.00
Total Purchases		\$ 0.00	\$ -938,025.07

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (6) 07/01/21 To 09/30/21	09/30/21	289,477.58	
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Recd Proceeds on Full Call of 200,000 Par Value	07/30/21	200,000.00	
Port Morrow Ore Transmission F Rev Bds Taxable 2.737% Dtd 08/26/2015 Due 09/01/2021 Callable Recd Proceeds on Maturity of 200,000 Par Value	09/01/21	200,000.00	
Small Business Admin Gtd Ln Pool Ctfs 2.245% Dtd 09/19/2012 Due 09/10/2022 Prin Pmt For 09/02/21	09/10/21	54,336.49	-698.31
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Recd Proceeds on Maturity of 160,000 Par Value	09/15/21	160,000.00	487.50
Total Sales		\$ 903,814.07	\$ -210.81



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	107,701.00
Amortization of Premium	09/17/21	-1,398.10
Amortization of Premium	09/17/21	-1,253.00
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 75000 Par Value	07/28/21	79,322.25
Amortization of Premium	08/02/21	-1,429.50
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	104,910.00
Amortization of Premium	07/30/21	-670.00
American Tower Corp New Sr Gbl 3.50% Dtd 01/08/2013 Due 01/31/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	105,286.00
Amortization of Premium	07/30/21	-840.00
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 20000 Par Value	07/28/21	20,161.60
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.407% Dtd 02/25/2021 Due 12/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	100,000.00



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

61-J252-01-7
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	108,899.00
Amortization of Premium	09/17/21	-1,621.40
Amortization of Premium	09/17/21	-1,455.00
Butte Silver Bow Mont City & C GO Bds 3.00% Dtd 12/28/2016 Due 07/01/2023 Non-Callable Amortization of Premium	07/01/21	-412.00
Chambers Cnty Tex Comb Tax and Rev Ctfs Ob 5.00% Dtd 08/01/2015 Due 03/01/2023 Non-Callable Amortization of Premium	09/01/21	-1,518.40
Charlotte N C Ctfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 155000 Par Value	07/28/21	162,914.30
Colorado Hsg & Fin Auth Taxable Single Family MT 2020 C Taxable 1.928% Dtd 02/20/2020 Due 11/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 250000 Par Value	07/28/21	258,862.50
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 125000 Par Value	07/28/21	134,101.25
Amortization of Premium	09/01/21	-2,253.75
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 60000 Par Value	07/28/21	66,685.80
Amortization of Premium	08/13/21	-715.20



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable Amortization of Premium	09/13/21	-826.20
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 35000 Par Value Amortization of Premium	07/28/21 09/01/21	35,495.60 -161.35
Federal Home Loan Bks Cons Bds 1.875% Dtd 11/30/2016 Due 11/29/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 200000 Par Value	07/28/21	199,609.91
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 250000 Par Value	07/28/21	250,000.00
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 200000 Par Value	07/28/21	200,000.00
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 235000 Par Value	07/28/21	236,435.85
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable Amortization of Premium	07/19/21	-39.20
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Amortization of Premium	08/03/21	-22.95



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 325000 Par Value	07/28/21	323,757.57
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 505000 Par Value	07/28/21	505,193.98
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 325000 Par Value	07/28/21	326,113.70
GE Capital Internotes Fr 5.50% Dtd 11/05/2009 Due 11/15/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 50000 Par Value	07/28/21	50,771.50
Grant Cnty Wash Pub Util Dist Taxable Sys Ref Bds 2020 Q Taxable 1.877% Dtd 01/29/2020 Due 01/01/2023 Callable Amortization of Premium	07/01/21	-438.00
Hamilton Cnty Ohio Sales Tax Sales Tax Bds 2000 B Zero Cpn Dtd 11/09/2000 Due 12/01/2023 Non-Callable Accretion of Discount Accretion of Discount Accretion of Discount	07/30/21 08/31/21 09/30/21	22.60 22.60 22.60
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 70000 Par Value	07/28/21	70,233.10



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

~~61-J236-01-0~~
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Kla Tencor Corp Sr Glbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 150000 Par Value	07/28/21	168,052.50
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.55% Dtd 04/28/2020 Due 08/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 30000 Par Value	07/28/21	30,000.00
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 111000 Par Value	07/28/21	119,490.39
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 140000 Par Value	07/28/21	150,337.60
Amortization of Premium	08/13/21	-2,560.60
Long Is Pwr Auth N Y Elec Sys Gen Bds 2020 A 5.00% Dtd 08/20/2020 Due 09/01/2023 Non-Callable Amortization of Premium	09/01/21	-1,012.50
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	107,251.00
Nedrose Pub Sch Dist No 4 N D Taxable GO Bldg Ref Bds Taxable 0.35% Dtd 02/17/2021 Due 08/01/2024 Non-Callable Amortization of Premium	08/02/21	-6.00



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Newark Calif Uni Sch Dist Bds 2002 D Zero Cpn Dtd 04/30/2002 Due 08/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 75000 Par Value	07/28/21	74,439.26
Accretion of Discount	07/30/21	22.39
Accretion of Discount	08/31/21	22.39
Accretion of Discount	09/30/21	22.39
Ohio St Common Schs GO Ref Bds 2016 A 5.00% Dtd 03/09/2016 Due 12/15/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 45000 Par Value	07/28/21	49,035.60
Pajaro Valley Calif Uni Sch Di GO Bds 2005 B Zero Cpn Dtd 05/19/2005 Due 08/01/2023 Non-Callable Accretion of Discount	07/30/21	16.57
Accretion of Discount	08/31/21	16.57
Accretion of Discount	09/30/21	16.57
Port Morrow Ore Transmission F Rev Bds Taxable 2.737% Dtd 08/26/2015 Due 09/01/2021 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 200000 Par Value	07/28/21	201,108.00
Amortization of Premium	09/01/21	-1,108.00
San Francisco Calif Bay Area R Taxable Ref Bds 2019 B Taxable 1.971% Dtd 10/31/2019 Due 07/01/2024 Non-Callable Amortization of Premium	07/01/21	-519.00
Seattle Wash GO Ref Bds 5.00% Dtd 05/16/2012 Due 12/01/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	101,939.00
Small Business Admin Gtd Ln Pool Ctfs 2.245% Dtd 09/19/2012 Due 09/10/2022 Received From Account 61-J236-01-0 Wbsd - Operating Reserve 69792.830 Par Value	07/28/21	70,689.78



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Southwest Tex Indpt Sch Dist Ultl Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 110000 Par Value	07/28/21	114,317.50
Amortization of Premium	08/02/21	-2,151.60
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 90000 Par Value	07/28/21	94,683.60
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	99,735.48
Global Pmts Inc Sr Glbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 75000 Par Value	07/28/21	79,998.00
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Amortization of Premium	09/30/21	-94.90
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 190000 Par Value	07/28/21	206,289.70
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026 Received From Account 61-J236-01-0 Wbsd - Operating Reserve 200000 Par Value	07/28/21	198,906.25



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

61-J252-01-7
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	99,695.31
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 135000 Par Value	07/28/21	139,274.10
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 150000 Par Value	07/28/21	147,449.04
Accretion of Discount	07/30/21	68.02
Accretion of Discount	07/30/21	68.02
Accretion of Discount	08/31/21	68.02
Accretion of Discount	08/31/21	68.02
Accretion of Discount	09/30/21	68.02
Accretion of Discount	09/30/21	68.02
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable		
Accretion of Discount	07/30/21	89.38
Accretion of Discount	08/31/21	89.38
Accretion of Discount	09/30/21	89.38
Washington Fed Hwy Grnt Antic Grnt Antic Rev Bds 2012f 5.00% Dtd 06/06/2012 Due 09/01/2023 Callable Amortization of Premium	09/01/21	-1,124.00
William S Hart Calif Un High S GO Bds 2013 C 4.00% Dtd 02/21/2013 Due 08/01/2023 Non-Callable Amortization of Premium	08/02/21	-736.50
Total Non-Cash Transactions		\$ 5,675,640.81

SECURITY PRICES CONTAINED IN THIS STATEMENT ARE OBTAINED FROM THE MOST RELIABLE SOURCES AVAILABLE BUT ARE NOT GUARANTEED BY BANK OF THE WEST. QUOTED PRICES MAY NOT EQUAL ACTUAL PRICES BECAUSE OF SECURITY SIZE, MARKET PRICE, TERM AND DEMAND.



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

Electronic Funds Transfers

Preauthorized Transfers:

You may request an electronic fund transfer (EFT), such as an ACH transfer from or deposit to your account, by contacting your account Administrator. You may also preauthorize periodic EFTs by contacting your account Administrator. If you would like to know whether a preauthorized EFT has occurred, please contact your account Administrator at the phone number listed on the first page of your statement, or call 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time.

Error Resolution Notice:

If you think a statement or receipt is wrong or if you need more information about an EFT listed on a statement or receipt, telephone us at 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time, write to us at Bank of the West, 13300 Crossroads Parkway North, City of Industry, CA 91746, or e-mail us at WMGGIFSOoperations@bankofthewest.com as soon as possible. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number (if any).
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

If you contact us verbally, we may require that you send us your complaint or question in writing within 10 business days. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.



BANK OF THE WEST
BNP PARIBAS
 WEALTH MANAGEMENT

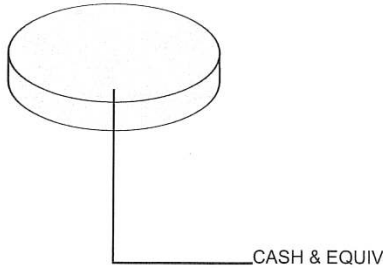
WBSD - TREATMENT PLANT RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/21 - 09/30/21

WEST BAY SANITARY DISTRICT
 500 LAUREL STREET
 MENLO PARK CA 94025

Fiduciary
 Chuen Ying Lee
 (408) 645-3234
Portfolio
 Michael D. Smith
 (408) 490-2079

Asset Allocation



Asset Valuation

Description	Market Value	% of Account
Cash & Equiv	3,018.89	100.0%
Total Portfolio	\$ 3,018.89	100.0%
Accrued Income	0.11	
Total Valuation	\$ 3,019.00	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 9,554,609.56	\$ 9,554,609.56
Income		
Interest.....	17,837.26	17,837.26
Disbursements.....	-1,539.22	-1,539.22
Cash Transfers.....	-1,060,723.93	-1,060,723.93
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	-56,197.70	-56,197.70
Change In Market Appreciation/(Depreciation).....	-8,665.46	-8,665.46
Non-Cash Asset Changes.....	-8,442,301.51	-8,442,301.51
Ending Market Value	\$ 3,019.00	\$ 3,019.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	3,018.890	3,018.89 3,018.89	1.00 0.11	0.05%
Total Cash Equivalents		\$ 3,018.89 \$ 3,018.89	1.00 0.11	0.05%
Cash				
Principal Cash		0.00 0.00	0.00	0.00%
Income Cash		0.00 0.00	0.00	0.00%
Total Cash		\$ 0.00 \$ 0.00	0.00 0.00	0.00%
Total Market Value		\$ 3,018.89 \$ 3,018.89	1.00 0.11	0.05%
Total Market Value Plus Accruals		\$ 3,019.00		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 06/30/21	07/01/21		16.06
Int To 07/31/21	08/02/21		19.50
Int To 08/31/21	09/01/21		0.08
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable			
Int To 07/30/21 on 100,000	07/30/21		1,250.00
American Tower Corp New Sr Gbl 3.50% Dtd 01/08/2013 Due 01/31/2023 Callable			
Int To 07/31/21 on 100,000	08/02/21		1,750.00
Federal Farm Cr Bks Cons Systemwide Bds 1.72% Dtd 07/26/2017 Due 07/26/2021 Non-Callable			
Int To 07/26/21 on 235,000	07/26/21		2,021.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

██████████-██████████-██████████
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Int To 07/05/21 on 505,000	07/06/21		5,050.00
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Int To 07/13/21 on 325,000	07/13/21		3,859.37
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Int To 07/01/21 on 25,000	07/01/21		286.50
New Mexico St Severance Tax Tax Bds 2015 A 5.00% Dtd 08/12/2015 Due 07/01/2023 Non-Callable Int To 07/01/21 on 50,000	07/01/21		1,250.00
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Int To 07/01/21 on 50,000	07/01/21		709.75
Walnut Calif Energy Ctr Auth R Ref Bds 2014a 5.00% Dtd 07/23/2014 Due 01/01/2022 Non-Callable Int To 07/01/21 on 65,000	07/01/21		1,625.00
Total Interest Income		\$ 0.00	\$ 17,837.26
Total Income		\$ 0.00	\$ 17,837.26

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 06/30/21	07/15/21		-1,538.53
Monthly Fee To 07/31/21	08/13/21		-0.20
Monthly Fee To 08/31/21	09/15/21		-0.49
Total Fees/Expenses		\$ 0.00	\$ -1,539.22
Total Disbursements		\$ 0.00	\$ -1,539.22



WBSD - TREATMENT PLANT RESERVE

Account Number: XXXXXXXXXX
 Statement Period: 07/01/21 - 09/30/21

Cash Transfers			
	Date	Income Cash	Principal Cash
Transfer To Account 61J235012 Wbsd-Capital Project Reserve	07/28/21		-547,000.00
Transfer To Account 61J004012 Wbsd-Emergency Capital Reserve	07/28/21		-233,400.00
Transfer To Account 61J260010 Wbsd-Recycled Water Cash Flow	07/28/21		-280,323.93
Total Cash Transfers		\$ 0.00	\$ -1,060,723.93

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (7) 07/01/21 To 09/30/21	09/30/21		-277,837.26
Total Purchases		\$ 0.00	\$ -277,837.26

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (4) 07/01/21 To 09/30/21	09/30/21	1,062,263.15	
Federal Farm Cr Bks Cons Systemwide Bds 1.72% Dtd 07/26/2017 Due 07/26/2021 Non-Callable Recd Proceeds on Maturity of 235,000 Par Value	07/26/21	235,000.00	
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Recd Proceeds on Maturity of 25,000 Par Value	07/01/21	25,000.00	
Total Sales		\$ 1,322,263.15	\$ 0.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

61-J252-01-7
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-107,701.00
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 75000 Par Value	07/28/21	-79,322.25
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 90000 Par Value	07/28/21	-96,719.40
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-104,910.00
American Tower Corp New Sr Gbl 3.50% Dtd 01/08/2013 Due 01/31/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-105,286.00
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 20000 Par Value	07/28/21	-20,161.60
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 50000 Par Value	07/28/21	-49,948.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.407% Dtd 02/25/2021 Due 12/01/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-100,000.00
Atlantic Richfield Co Deb 8.25% Dtd 02/01/1992 Due 02/01/2022 Non-Callable Transferred To Account 61-J260-01-0 Wbsd - Recycled Water Cash Flow 15000 Par Value	07/28/21	-15,828.15
Austin Tex Pub Pty Fin Contractual 5.00% Dtd 10/03/2018 Due 11/01/2021 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 85000 Par Value	07/28/21	-86,669.40
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-108,899.00
Charlotte N C Ctfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 155000 Par Value	07/28/21	-162,914.30
Colorado Hsg & Fin Auth Taxable Single Family MT 2020 C Taxable 1.928% Dtd 02/20/2020 Due 11/01/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 250000 Par Value	07/28/21	-258,862.50
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 125000 Par Value	07/28/21	-134,101.25



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 60000 Par Value	07/28/21	-66,685.80
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 40000 Par Value	07/28/21	-40,786.80
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 35000 Par Value	07/28/21	-35,495.60
Exxon Mobil Corp Sr Gbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 35000 Par Value	07/28/21	-35,763.00
Federal Home Loan Bks Cons Bds 1.875% Dtd 11/30/2016 Due 11/29/2021 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 200000 Par Value	07/28/21	-199,609.91
Federal Home Loan Bks Cons Bds 1.85% Dtd 08/15/2017 Due 08/15/2022 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 235000 Par Value	07/28/21	-235,587.50
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 150000 Par Value	07/28/21	-150,000.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

61-J252-01-7
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 250000 Par Value	07/28/21	-250,000.00
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 200000 Par Value	07/28/21	-200,000.00
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 235000 Par Value	07/28/21	-236,435.85
Federal Farm Cr Bks Cons Systemwide Bds 1.72% Dtd 07/26/2017 Due 07/26/2021 Non-Callable Amortization of Premium	07/26/21	-91.65
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 200000 Par Value	07/28/21	-200,000.00
Federal Home Loan Bks Cons Bds 1.625% Dtd 11/07/2012 Due 12/10/2021 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 235000 Par Value	07/28/21	-234,353.75
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 325000 Par Value	07/28/21	-323,757.57
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Amortization of Premium	07/02/21	-54.00
Amortization of Premium	07/02/21	-415.95



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity

	Date	Cost
Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 505000 Par Value	07/28/21	-505,193.98
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 160000 Par Value	07/28/21	-160,361.60
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Amortization of Premium	07/13/21	-256.50
Amortization of Premium	07/13/21	-850.70
Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 325000 Par Value	07/28/21	-326,113.70
GE Capital Internotes Fr 5.50% Dtd 11/05/2009 Due 11/15/2021 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 50000 Par Value	07/28/21	-50,771.50
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 70000 Par Value	07/28/21	-70,233.10
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 35000 Par Value	07/28/21	-36,224.30
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 150000 Par Value	07/28/21	-168,052.50



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.55% Dtd 04/28/2020 Due 08/01/2022 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 30000 Par Value	07/28/21	-30,000.00
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.65% Dtd 04/28/2020 Due 08/01/2023 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 60000 Par Value	07/28/21	-60,000.00
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 111000 Par Value	07/28/21	-119,490.39
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 140000 Par Value	07/28/21	-150,337.60
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 65000 Par Value	07/28/21	-70,573.00
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-107,251.00
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Amortization of Premium	07/01/21	-53.75



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

61-235-01-1
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
New Mexico St Severance Tax Tax Bds 2015 A 5.00% Dtd 08/12/2015 Due 07/01/2023 Non-Callable Amortization of Premium	07/01/21	-847.00
Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 50000 Par Value	07/28/21	-54,643.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 90000 Par Value	07/28/21	-91,304.10
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable Transferred To Account 61-J260-01-0 Wbsd - Recycled Water Cash Flow 60000 Par Value	07/28/21	-63,248.60
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Amortization of Premium	07/01/21	-275.00
Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 50000 Par Value	07/28/21	-50,557.00
Newark Calif Uni Sch Dist Bds 2002 D Zero Cpn Dtd 04/30/2002 Due 08/01/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 75000 Par Value	07/28/21	-74,439.26
Ohio St Common Schs GO Ref Bds 2016 A 5.00% Dtd 03/09/2016 Due 12/15/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 45000 Par Value	07/28/21	-49,035.60
Port Morrow Ore Transmission F Rev Bds Taxable 2.737% Dtd 08/26/2015 Due 09/01/2021 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 200000 Par Value	07/28/21	-201,108.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

~~61-1235-01-2~~
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Santa Ana Calif Fing Auth Wtr Ref Bds 5.00% Dtd 08/07/2014 Due 09/01/2022 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 50000 Par Value	07/28/21	-52,586.00
Seattle Wash GO Ref Bds 5.00% Dtd 05/16/2012 Due 12/01/2021 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-101,939.00
Small Business Admin Gtd Ln Pool Ctfs 2.245% Dtd 09/19/2012 Due 09/10/2022 Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 69792.830 Par Value	07/28/21	-70,689.78
Southwest Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 110000 Par Value	07/28/21	-114,317.50
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 90000 Par Value	07/28/21	-94,683.60
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 90000 Par Value	07/28/21	-97,817.40
Tarkington Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 02/01/2021 Due 02/15/2023 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 125000 Par Value	07/28/21	-124,171.03



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 150000 Par Value	07/28/21	-152,080.50
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-99,735.48
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 75000 Par Value	07/28/21	-79,998.00
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 40000 Par Value	07/28/21	-41,529.20
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 190000 Par Value	07/28/21	-206,289.70
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 90000 Par Value	07/28/21	-93,340.80
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026 Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 200000 Par Value	07/28/21	-198,906.25



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

61-J246-01-1
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 100000 Par Value	07/28/21	-99,695.31
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 135000 Par Value	07/28/21	-139,274.10
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable Transferred To Account 61-J252-01-7 Wbsd - Rate Stabilization Reserve 150000 Par Value	07/28/21	-147,449.04
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 150000 Par Value	07/28/21	-145,575.56
Walnut Calif Energy Ctr Auth R Ref Bds 2014a 5.00% Dtd 07/23/2014 Due 01/01/2022 Non-Callable Amortization of Premium	07/01/21	-1,186.90
Transferred To Account 61-J260-01-0 Wbsd - Recycled Water Cash Flow 65000 Par Value	07/28/21	-66,194.70
Washington St Various Purp GO Ref Bds R 5.00% Dtd 07/14/2016 Due 08/01/2022 Non-Callable Transferred To Account 61-J235-01-2 Wbsd - Capital Project Reserve 100000 Par Value	07/28/21	-105,869.00
Waxahachie Tex Comb Tax Rev Cfts Oblig 5.00% Dtd 09/19/2018 Due 08/01/2021 Non-Callable Transferred To Account 61-J004-01-2 Wbsd - Emergency Capital Reserve 125000 Par Value	07/28/21	-127,391.25
Total Non-Cash Transactions		\$ -8,442,301.51



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

WBSD - TREATMENT PLANT RESERVE

Account Number:
Statement Period:

[REDACTED]
07/01/21 - 09/30/21

SECURITY PRICES CONTAINED IN THIS STATEMENT ARE OBTAINED FROM THE MOST RELIABLE SOURCES AVAILABLE BUT ARE NOT GUARANTEED BY BANK OF THE WEST. QUOTED PRICES MAY NOT EQUAL ACTUAL PRICES BECAUSE OF SECURITY SIZE, MARKET PRICE, TERM AND DEMAND.



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

Electronic Funds Transfers

Preauthorized Transfers:

You may request an electronic fund transfer (EFT), such as an ACH transfer from or deposit to your account, by contacting your account Administrator. You may also preauthorize periodic EFTs by contacting your account Administrator. If you would like to know whether a preauthorized EFT has occurred, please contact your account Administrator at the phone number listed on the first page of your statement, or call 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time.

Error Resolution Notice:

If you think a statement or receipt is wrong or if you need more information about an EFT listed on a statement or receipt, telephone us at 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time, write to us at Bank of the West, 13300 Crossroads Parkway North, City of Industry, CA 91746, or e-mail us at WMGGIFSOoperations@bankofthewest.com as soon as possible. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number (if any).
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

If you contact us verbally, we may require that you send us your complaint or question in writing within 10 business days. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.



BANK OF THE WEST
BNP PARIBAS
 WEALTH MANAGEMENT

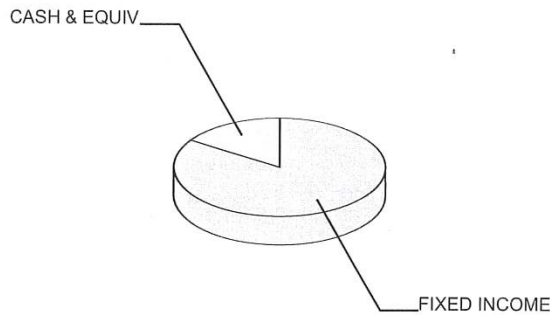
WBSD - CAPITAL PROJECT RESERVE

Account Number: XXXXXXXXXX
 Statement Period: 07/01/21 - 09/30/21

WEST BAY SANITARY DISTRICT
 500 LAUREL STREET
 MENLO PARK CA 94025

Fiduciary
 Chuen Ying Lee
 (408) 645-3234
Portfolio
 Michael D. Smith
 (408) 490-2079

Asset Allocation



Asset Valuation

Description	Market Value	% of Account
Cash & Equiv	926,398.19	15.5%
Fixed Income	5,038,265.89	84.5%
Total Portfolio	\$ 5,964,664.08	100.0%
Accrued Income	25,653.10	
Total Valuation	\$ 5,990,317.18	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 3,474,068.91	\$ 3,474,068.91
Income		
Interest.....	36,447.87	36,447.87
Purchased Income.....	-12.10	-12.10
Disbursements.....	-2,491.22	-2,491.22
Cash Transfers.....	547,000.00	547,000.00
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	797.15	797.15
Change In Market Appreciation/(Depreciation).....	-3,777.96	-3,777.96
Non-Cash Asset Changes.....	1,938,284.53	1,938,284.53
Ending Market Value	\$ 5,990,317.18	\$ 5,990,317.18



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

1-0225-012
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	926,398.190	926,398.19 926,398.19	463.00 35.92	0.05%
Total Cash Equivalents		\$ 926,398.19 \$ 926,398.19	463.00 35.92	0.05%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	60,000.000	63,958.20 63,858.00	2,040.00 68.00	3.19%
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable	90,000.000	96,050.70 96,719.40	2,700.00 1,132.50	2.81%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	10,000.000	10,072.30 10,080.80	75.00 29.16	0.74%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	49,424.50 49,948.00	350.00 51.52	0.71%
Austin Tex Pub Ppty Fin Contractual 5.00% Dtd 10/03/2018 Due 11/01/2021 Non-Callable	85,000.000	85,311.10 86,669.40	4,250.00 1,770.83	4.98%
Austin Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 04/10/2019 Due 08/01/2022 Non-Callable	100,000.000	104,006.00 103,923.00	5,000.00 833.33	4.81%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	60,000.000	64,304.40 64,455.00	2,100.00 75.83	3.27%
California St GO Bds 5.00% Dtd 03/14/2017 Due 08/01/2023 Non-Callable	60,000.000	65,260.20 64,122.00	3,000.00 499.99	4.60%
Clackamas Cnty Ore Sch Dist No GO Bds B 5.00% Dtd 03/02/2017 Due 06/15/2023 Non-Callable	70,000.000	75,639.90 76,413.80	3,500.00 1,030.55	4.63%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	45,000.000	48,720.15 49,466.70	1,518.00 194.06	3.12%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable	60,000.000	60,808.80 61,180.20	1,680.00 802.66	2.76%
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	50,000.000	54,327.00 54,878.50	1,725.00 86.25	3.18%
Disney Walt Co Sr Glbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	20,000.000	20,269.80 20,189.20	330.00 27.50	1.63%
Exxon Mobil Corp Sr Glbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable	55,000.000	55,826.10 55,800.95	1,046.00 130.76	1.87%
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable	50,000.000	50,639.00 49,887.50	1,150.00 491.94	2.27%
Federal Home Loan Bks Cons Bds 1.85% Dtd 08/15/2017 Due 08/15/2022 Non-Callable	235,000.000	238,593.15 235,392.45	4,347.00 555.51	1.82%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable	50,000.000	49,956.50 50,000.00	300.00 125.83	0.60%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	100,000.000	99,960.00 100,000.00	600.00 251.66	0.60%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable	60,000.000	60,894.00 60,058.80	1,140.00 228.00	1.87%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	60,000.000	60,931.20 60,032.40	1,140.00 183.66	1.87%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	300,000.000	300,084.00 300,000.00	2,130.00 946.66	0.71%
Federal Home Loan Bks Cons Bds 1.625% Dtd 11/07/2012 Due 12/10/2021 Non-Callable	235,000.000	235,688.55 234,353.75	3,818.00 1,177.44	1.62%
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable	60,000.000	60,013.80 59,995.69	825.00 398.75	1.37%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

1-215-01-
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable	120,000.000	120,589.20 120,072.00	2,400.00 573.33	1.99%
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable	60,000.000	60,555.60 60,051.00	1,125.00 550.00	1.86%
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable	120,000.000	120,786.00 120,344.40	2,850.00 617.50	2.36%
Federal Natl Mtg Assn Gtd Passthru CTF Pool #AN4889 2.750% Dtd 03/01/2017 Due 03/01/2024 IPD24	200,000.000	208,002.00 211,076.00	5,500.00 458.33	2.64%
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable	20,000.000	20,588.00 20,467.40	650.00 14.44	3.16%
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	50,000.000	55,143.00 56,017.50	2,325.00 968.74	4.22%
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.65% Dtd 04/28/2020 Due 08/01/2023 Non-Callable	60,000.000	61,136.40 60,000.00	990.00 165.00	1.62%
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable	65,000.000	69,187.30 68,610.75	3,250.00 415.27	4.70%
Long Is Pwr Auth N Y Elec Sys Taxable Gen Bds 2020 C Taxable 0.764% Dtd 08/20/2020 Due 03/01/2023 Callable	65,000.000	65,141.70 65,178.40	496.00 41.38	0.76%
Massachusetts St GO Bds 2013b 5.00% Dtd 07/02/2013 Due 08/01/2022 Non-Callable	75,000.000	77,997.75 77,927.25	3,750.00 625.00	4.81%
Modesto Calif Irr Dist Fing Au Rev Bds 2015a 5.00% Dtd 07/15/2015 Due 10/01/2023 Non-Callable	90,000.000	98,481.60 100,234.50	4,500.00 2,250.00	4.57%
New Mexico St Severance Tax Tax Bds 2015 A 5.00% Dtd 08/12/2015 Due 07/01/2023 Non-Callable	50,000.000	54,178.00 54,643.00	2,500.00 624.99	4.61%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

61-235-01-2
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable	90,000.000	91,101.60 91,304.10	990.00 401.50	1.09%
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable	100,000.000	101,956.00 101,114.00	2,839.00 709.74	2.78%
San Juan Calif Uni Sch Dist Bds Zero Cpn Dtd 08/02/2001 Due 08/01/2023 Non-Callable	60,000.000	59,688.00 59,610.59	0.00	0.00%
Santa Ana Calif Fing Auth Wtr Ref Bds 5.00% Dtd 08/07/2014 Due 09/01/2022 Non-Callable	50,000.000	52,208.00 51,730.50	2,500.00 208.33	4.79%
Santa Ana Calif Uni Sch Dist Sch Dist Bds 2008 A Zero Cpn Dtd 08/19/2008 Due 08/01/2023 Non-Callable	125,000.000	123,808.75 124,030.67	0.00	0.00%
Southwest Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable	50,000.000	50,794.50 50,983.50	2,500.00 416.66	4.92%
Statoil Asa Sr Gbl Nt 2.75% Dtd 11/10/2014 Due 11/10/2021 Callable	44,000.000	44,112.64 44,172.92	1,210.00 473.91	2.74%
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable	135,000.000	145,862.10 145,103.40	5,737.00 733.12	3.93%
Tarkington Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 02/01/2021 Due 02/15/2023 Non-Callable	125,000.000	124,261.25 124,298.56	0.00	0.00%
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable	300,000.000	300,327.00 304,161.00	2,250.00 850.00	0.75%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	20,000.000	20,769.80 20,574.80	580.00 1.61	2.79%
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	50,000.000	53,290.00 54,451.50	1,500.00 750.00	2.81%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

11-1235-01-2
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable	90,000.000	92,826.00 93,340.80	2,250.00 1,125.00	2.42%
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026	160,000.000	158,848.00 159,125.00	1,200.00 3.29	0.76%
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable	65,000.000	67,721.55 67,057.90	1,890.00 714.32	2.79%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable	100,000.000	97,457.00 98,435.36	0.00	0.00%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable	300,000.000	286,959.00 291,687.40	0.00	0.00%
Washington St Motor Veh Fuel Tax B 2003 C Zero Cpn Dtd 10/02/2002 Due 06/01/2023 Non-Callable	40,000.000	39,776.80 39,767.16	0.00	0.00%
Washington St Various Purp GO Ref Bds R 5.00% Dtd 07/14/2016 Due 08/01/2022 Non-Callable	100,000.000	103,972.00 103,929.00	5,000.00 833.33	4.81%
Total Fixed Income		\$ 5,038,265.89 \$ 5,046,925.90	105,546.00 25,617.18	2.09%
Cash				
Principal Cash		0.00 0.00	0.00	0.00%
Income Cash		0.00 0.00	0.00	0.00%
Total Cash		\$ 0.00 \$ 0.00	0.00 0.00	0.00%
Total Market Value		\$ 5,964,664.08 \$ 5,973,324.09	106,009.00 25,653.10	1.78%
Total Market Value Plus Accruals		\$ 5,990,317.18		



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 06/30/21	07/01/21		1.46
Int To 07/31/21	08/02/21		3.13
Int To 08/31/21	09/01/21		24.61
Anz National Intl LTD Fr			
3.40% Dtd 03/19/2019 Due 03/19/2024			
Non-Callable			
Int To 09/19/21 on 60,000	09/20/21		1,020.00
Apple Inc Sr Glbl			
0.70% Dtd 02/08/2021 Due 02/08/2026			
Callable			
Int 02/08/21 To 08/08/21 on 50000	08/09/21		175.00
Austin Tex Indpt Sch Dist Ultd Tax			
Sch Bldg and RE 5.00% Dtd 04/10/2019			
Due 08/01/2022 Non-Callable			
Int To 08/01/21 on 100,000	08/02/21		2,500.00
Blackrock Inc Sr Nt			
3.50% Dtd 03/18/2014 Due 03/18/2024			
Callable			
Int To 09/18/21 on 60,000	09/20/21		1,050.00
California St GO Bds			
5.00% Dtd 03/14/2017 Due 08/01/2023			
Non-Callable			
Int To 08/01/21 on 60,000	08/02/21		1,500.00
Collin Cnty Tex Cmnty College GO Bds			
2020a 5.00% Dtd 03/15/2020 Due			
08/15/2021 Non-Callable			
Int To 08/15/21 on 100,000	08/16/21		2,500.00
Comcast Corp New Sr Nt			
3.375% Dtd 05/27/2015 Due 08/15/2025			
Callable			
Int To 08/15/21 on 45,000	08/16/21		759.37
Deere John Capital Corp Fr			
3.45% Dtd 03/13/2018 Due 03/13/2025			
Non-Callable			
Int To 09/13/21 on 50,000	09/13/21		862.50
Disney Walt Co Sr Glbl Nt			
1.65% Dtd 09/06/2019 Due 09/01/2022			
Callable			
Int To 09/01/21 on 20,000	09/01/21		165.00



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

[REDACTED]
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
East Side Un High Sch Dist Cal GO Ref Bds 3.50% Dtd 07/25/2013 Due 08/01/2021 Non-Callable Int To 08/01/21 on 115,000	08/02/21		2,012.50
Exxon Mobil Corp Sr Glbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable Int To 08/16/21 on 55,000	08/16/21		523.05
Federal Home Loan Bks Cons Bds 1.85% Dtd 08/15/2017 Due 08/15/2022 Non-Callable Int To 08/15/21 on 235,000	08/16/21		2,173.75
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Interest on Full Call of	07/30/21		250.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable Int To 07/19/21 on 60,000	07/19/21		570.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Int To 08/03/21 on 60,000	08/03/21		570.00
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Int To 07/05/21 on 120,000	07/06/21		1,200.00
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Int To 07/13/21 on 120,000	07/13/21		1,425.00
Federal Natl Mtg Assn Gtd Passthru CTF Pool #AN4889 2.750% Dtd 03/01/2017 Due 03/01/2024 IPD24 Int For June 2021 on 200000 Int For July 2021 on 200000 Int For August 2021 on 200000	07/26/21 08/25/21 09/27/21		458.33 473.61 473.61
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable Int To 09/23/21 on 20,000	09/23/21		325.00



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.65% Dtd 04/28/2020 Due 08/01/2023 Non-Callable Int To 08/01/21 on 60,000	08/02/21		495.00
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable Int To 08/15/21 on 65,000	08/16/21		1,625.00
Long Is Pwr Auth N Y Elec Sys Taxable Gen Bds 2020 C Taxable 0.764% Dtd 08/20/2020 Due 03/01/2023 Callable Int To 09/01/21 on 35,000	09/01/21		133.70
Massachusetts St GO Bds 2013b 5.00% Dtd 07/02/2013 Due 08/01/2022 Non-Callable Int To 08/01/21 on 75,000	08/02/21		1,875.00
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Int To 07/01/21 on 100,000	07/01/21		1,419.50
Santa Ana Calif Fing Auth Wtr Ref Bds 5.00% Dtd 08/07/2014 Due 09/01/2022 Non-Callable Int To 09/01/21 on 50,000	09/01/21		1,250.00
Southwest Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable Int To 08/01/21 on 50,000	08/02/21		1,250.00
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Int To 08/15/21 on 135,000	08/16/21		2,868.75
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Int To 09/30/21 on 20,000	09/30/21		290.00
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026 Int 03/31/21 To 09/30/21 on 160000	09/30/21		600.00



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Upper Trinity Regl Wtr Dist Te Rev Ref Bds 3.00% Dtd 01/01/2012 Due 08/01/2022 Callable Int To 08/01/21 on 75,000	08/02/21		1,125.00
Washington St Various Purp GO Ref Bds R 5.00% Dtd 07/14/2016 Due 08/01/2022 Non-Callable Int To 08/01/21 on 100,000	08/02/21		2,500.00
Total Interest Income		\$ 0.00	\$ 36,447.87
Purchased Income			
Long Is Pwr Auth N Y Elec Sys Taxable Gen Bds 2020 C Taxable 0.764% Dtd 08/20/2020 Due 03/01/2023 Callable Accrued Int To 09/20/21 Paid on Purchase of 30,000	09/20/21		-12.10
Total Purchased Income		\$ 0.00	\$ -12.10
Total Income		\$ 0.00	\$ 36,435.77

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 06/30/21	07/15/21		-558.69
Monthly Fee To 07/31/21	08/13/21		-965.25
Monthly Fee To 08/31/21	09/15/21		-967.28
Total Fees/Expenses		\$ 0.00	\$ -2,491.22
Total Disbursements		\$ 0.00	\$ -2,491.22



WBSD - CAPITAL PROJECT RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/21 - 09/30/21

Cash Transfers			
	Date	Income Cash	Principal Cash
Transfer From Account 61J004012 Wbsd-Emergency Capital Reserve	07/27/21		2,000.00
Transfer To Account 61J004012 Wbsd-Emergency Capital Reserve For Reversal of 7/27/21 \$2000.00 Transfer	07/28/21		-2,000.00
Transfer From Account 61J236010 Wbsd-Operating Reserve	07/28/21		547,000.00
Total Cash Transfers		\$ 0.00	\$ 547,000.00

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (17) 07/01/21 To 09/30/21	09/30/21		-971,052.87
Long Is Pwr Auth N Y Elec Sys Taxable Gen Bds 2020 C Taxable 0.764% Dtd 08/20/2020 Due 03/01/2023 Callable Purchased 30000 09/16/21 From Headlands Holdings LLC @ 100.24	09/20/21		-30,072.00
San Juan Calif Uni Sch Dist Bds Zero Cpn Dtd 08/02/2001 Due 08/01/2023 Non-Callable Purchased 15000 09/21/21 From Wells Fargo Securities, LLC @ 99.426	09/23/21		-14,913.90
Santa Ana Calif Uni Sch Dist Sch Dist Bds 2008 A Zero Cpn Dtd 08/19/2008 Due 08/01/2023 Non-Callable Purchased 60000 09/21/21 From Morgan Stanley & Co @ 99.445	09/23/21		-59,667.00
Total Purchases		\$ 0.00	\$ -1,075,705.77



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Sale Activity

	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (5) 07/01/21 To 09/30/21	09/30/21	104,761.22	
Collin Cnty Tex Cmnty College GO Bds 2020a 5.00% Dtd 03/15/2020 Due 08/15/2021 Non-Callable Recd Proceeds on Maturity of 100,000 Par Value	08/16/21	100,000.00	
East Side Un High Sch Dist Cal GO Ref Bds 3.50% Dtd 07/25/2013 Due 08/01/2021 Non-Callable Recd Proceeds on Maturity of 115,000 Par Value	08/02/21	115,000.00	
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Recd Proceeds on Full Call of 100,000 Par Value	07/30/21	100,000.00	
Upper Trinity Regl Wtr Dist Te Rev Ref Bds 3.00% Dtd 01/01/2012 Due 08/01/2022 Callable Recd Proceeds on Pre-Refund of 75,000 Par Value	08/02/21	75,000.00	
Total Sales		\$ 494,761.22	\$ 0.00

Non-Cash Activity

	Date	Cost
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Amortization of Premium	09/17/21	-762.60
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 90000 Par Value	07/28/21	96,719.40
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 50000 Par Value	07/28/21	49,948.00



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████-██████████-██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Austin Tex Pub Ppty Fin Contractual 5.00% Dtd 10/03/2018 Due 11/01/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 85000 Par Value	07/28/21	86,669.40
Austin Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 04/10/2019 Due 08/01/2022 Non-Callable Amortization of Premium	08/02/21	-1,946.00
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Amortization of Premium	09/17/21	-884.40
California St GO Bds 5.00% Dtd 03/14/2017 Due 08/01/2023 Non-Callable Amortization of Premium	08/02/21	-1,011.60
Collin Cnty Tex Cmnty College GO Bds 2020a 5.00% Dtd 03/15/2020 Due 08/15/2021 Non-Callable Amortization of Premium	08/16/21	-1,892.00
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Amortization of Premium	08/13/21	-547.65
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 40000 Par Value	07/28/21	40,786.80
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable Amortization of Premium	09/13/21	-688.50
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Amortization of Premium	09/01/21	-94.00



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
East Side Un High Sch Dist Cal GO Ref Bds 3.50% Dtd 07/25/2013 Due 08/01/2021 Non-Callable Amortization of Premium	08/02/21	-1,371.95
Exxon Mobil Corp Sr Glbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 35000 Par Value	07/28/21	35,763.00
Amortization of Premium	08/16/21	-145.00
Amortization of Premium	08/16/21	-253.05
Federal Home Loan Bks Cons Bds 1.85% Dtd 08/15/2017 Due 08/15/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 235000 Par Value	07/28/21	235,587.50
Amortization of Premium	08/13/21	-195.05
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable Amortization of Premium	07/19/21	-29.40
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Amortization of Premium	08/03/21	-16.20
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 200000 Par Value	07/28/21	200,000.00
Federal Home Loan Bks Cons Bds 1.625% Dtd 11/07/2012 Due 12/10/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 235000 Par Value	07/28/21	234,353.75
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable Accretion of Discount	07/30/21	16.71
Accretion of Discount	08/31/21	16.71
Accretion of Discount	09/30/21	16.71



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Amortization of Premium	07/02/21	-72.00
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Amortization of Premium	07/13/21	-342.00
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable Amortization of Premium	09/23/21	-232.20
LA Canada Calif Uni Sch Dist Taxable GO Ref Bds Taxable 1.65% Dtd 04/28/2020 Due 08/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 60000 Par Value	07/28/21	60,000.00
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable Amortization of Premium	08/13/21	-1,188.85
Long Is Pwr Auth N Y Elec Sys Taxable Gen Bds 2020 C Taxable 0.764% Dtd 08/20/2020 Due 03/01/2023 Callable Amortization of Premium	09/01/21	-53.20
Massachusetts St GO Bds 2013b 5.00% Dtd 07/02/2013 Due 08/01/2022 Non-Callable Amortization of Premium	08/02/21	-1,452.75
New Mexico St Severance Tax Tax Bds 2015 A 5.00% Dtd 08/12/2015 Due 07/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 50000 Par Value	07/28/21	54,643.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 90000 Par Value	07/28/21	91,304.10



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Amortization of Premium	07/01/21	-550.00
San Juan Calif Uni Sch Dist Bds Zero Cpn Dtd 08/02/2001 Due 08/01/2023 Non-Callable Accretion of Discount	07/30/21	13.80
Accretion of Discount	08/31/21	13.80
Accretion of Discount	09/30/21	13.80
Accretion of Discount	09/30/21	0.90
Santa Ana Calif Fing Auth Wtr Ref Bds 5.00% Dtd 08/07/2014 Due 09/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 50000 Par Value	07/28/21	52,586.00
Amortization of Premium	09/01/21	-855.50
Santa Ana Calif Uni Sch Dist Sch Dist Bds 2008 A Zero Cpn Dtd 08/19/2008 Due 08/01/2023 Non-Callable Accretion of Discount	07/30/21	29.03
Accretion of Discount	08/31/21	29.03
Accretion of Discount	09/30/21	29.03
Accretion of Discount	09/30/21	3.48
Southwest Tex Indpt Sch Dist Ultd Tax Sch Bldg and RE 5.00% Dtd 07/15/2014 Due 02/01/2022 Non-Callable Amortization of Premium	08/02/21	-979.00
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 90000 Par Value	07/28/21	97,817.40
Amortization of Premium	08/13/21	-544.50
Amortization of Premium	08/13/21	-1,078.20
Tarkington Tex Indpt Sch Dist Taxable Ultd Tax Ref Bd Taxable Zero Cpn Dtd 02/01/2021 Due 02/15/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 125000 Par Value	07/28/21	124,171.03



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

61-236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity

	Date	Cost
Accretion of Discount	07/30/21	42.51
Accretion of Discount	08/31/21	42.51
Accretion of Discount	09/30/21	42.51
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable		
Received From Account 61-J236-01-0 Wbsd - Operating Reserve 150000 Par Value	07/28/21	152,080.50
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable		
Amortization of Premium	09/30/21	-189.80
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable		
Received From Account 61-J236-01-0 Wbsd - Operating Reserve 90000 Par Value	07/28/21	93,340.80
Upper Trinity Regl Wtr Dist Te Rev Ref Bds 3.00% Dtd 01/01/2012 Due 08/01/2022 Callable		
Amortization of Premium	08/02/21	-633.00
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable		
Accretion of Discount	07/30/21	45.34
Accretion of Discount	08/31/21	45.34
Accretion of Discount	09/30/21	45.34
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable		
Received From Account 61-J236-01-0 Wbsd - Operating Reserve 150000 Par Value	07/28/21	145,575.56
Accretion of Discount	07/30/21	89.38
Accretion of Discount	07/30/21	89.38
Accretion of Discount	08/31/21	89.38
Accretion of Discount	08/31/21	89.38
Accretion of Discount	09/30/21	89.38
Accretion of Discount	09/30/21	89.38



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Washington St Motor Veh Fuel Tax B 2003 C Zero Cpn Dtd 10/02/2002 Due 06/01/2023 Non-Callable Accretion of Discount	07/30/21	11.62
Accretion of Discount	08/31/21	11.62
Accretion of Discount	09/30/21	11.62
Washington St Various Purp GO Ref Bds R 5.00% Dtd 07/14/2016 Due 08/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 100000 Par Value	07/28/21	105,869.00
Amortization of Premium	08/02/21	-1,940.00
Total Non-Cash Transactions		\$ 1,938,284.53

SECURITY PRICES CONTAINED IN THIS STATEMENT ARE OBTAINED FROM THE MOST RELIABLE SOURCES AVAILABLE BUT ARE NOT GUARANTEED BY BANK OF THE WEST. QUOTED PRICES MAY NOT EQUAL ACTUAL PRICES BECAUSE OF SECURITY SIZE, MARKET PRICE, TERM AND DEMAND.



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

Electronic Funds Transfers

Preauthorized Transfers:

You may request an electronic fund transfer (EFT), such as an ACH transfer from or deposit to your account, by contacting your account Administrator. You may also preauthorize periodic EFTs by contacting your account Administrator. If you would like to know whether a preauthorized EFT has occurred, please contact your account Administrator at the phone number listed on the first page of your statement, or call 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time.

Error Resolution Notice:

If you think a statement or receipt is wrong or if you need more information about an EFT listed on a statement or receipt, telephone us at 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time, write to us at Bank of the West, 13300 Crossroads Parkway North, City of Industry, CA 91746, or e-mail us at WMGGIFSOoperations@bankofthewest.com as soon as possible. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number (if any).
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

If you contact us verbally, we may require that you send us your complaint or question in writing within 10 business days. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.



BANK OF THE WEST
BNP PARIBAS
 WEALTH MANAGEMENT

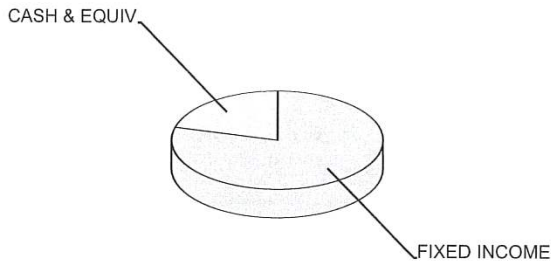
WBSD - EMERGENCY CAPITAL RESERVE

Account Number: XXXXXXXXXX
 Statement Period: 07/01/21 - 09/30/21

WEST BAY SANITARY DISTRICT
 500 LAUREL STREET
 MENLO PARK CA 94025

Fiduciary
 Chuen Ying Lee
 (408) 645-3234
Portfolio
 Michael D. Smith
 (408) 490-2079

Asset Allocation



Asset Valuation

Description	Market Value	% of Account
Cash & Equiv	1,057,807.03	21.3%
Fixed Income	3,917,732.62	78.7%
Total Portfolio	\$ 4,975,539.65	100.0%
Accrued Income	23,732.17	
Total Valuation	\$ 4,999,271.82	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 4,119,549.77	\$ 4,119,549.77
Income		
Interest.....	29,519.97	29,519.97
Purchased Income.....	-215.07	-215.07
Disbursements.....	-2,273.99	-2,273.99
Cash Transfers.....	233,400.00	233,400.00
Realized Gains/(Losses).....	402.34	402.34
Change In Accrued Income.....	-1,500.96	-1,500.96
Change In Market Appreciation/(Depreciation).....	455.02	455.02
Non-Cash Asset Changes.....	619,934.74	619,934.74
Ending Market Value	\$ 4,999,271.82	\$ 4,999,271.82



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	1,057,807.030	1,057,807.03 1,057,807.03	528.00 36.84	0.05%
Total Cash Equivalents		\$ 1,057,807.03 \$ 1,057,807.03	528.00 36.84	0.05%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	50,000.000	53,298.50 53,215.00	1,700.00 56.66	3.19%
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable	100,000.000	105,102.00 104,219.00	2,500.00 423.61	2.38%
American Tower Corp Sr Gbl Nt 3.00% Dtd 12/08/2017 Due 06/15/2023 Callable	55,000.000	57,261.60 57,662.55	1,650.00 485.83	2.88%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	25,000.000	25,180.75 25,202.00	187.00 72.91	0.74%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	49,424.50 49,948.00	350.00 51.52	0.71%
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.583% Dtd 02/25/2021 Due 12/01/2024 Non-Callable	100,000.000	99,096.00 100,000.00	583.00 194.33	0.59%
Beverly Hills Calif Uni Sch Di GO Bds Zero Cpn Dtd 02/10/2009 Due 08/01/2023 Non-Callable	50,000.000	49,803.50 49,652.85	0.00	0.00%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	50,000.000	53,587.00 53,712.50	1,750.00 63.19	3.27%
Cashmere Wash Wtr & Swr Rev Taxable Ref Bds 2021b Taxable 0.658% Dtd 02/24/2021 Due 12/01/2024 Non-Callable	100,000.000	99,051.00 100,000.00	658.00 219.33	0.66%



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

██████████-██████████
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	55,000.000	59,546.85 60,459.30	1,856.00 237.18	3.12%
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable	45,000.000	45,606.60 45,885.15	1,260.00 602.00	2.76%
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	40,000.000	43,461.60 43,902.80	1,380.00 68.99	3.18%
Deschutes Cnty Ore Administrat GO Bds 5.00% Dtd 08/31/2017 Due 06/15/2023 Non-Callable	45,000.000	48,666.15 49,047.30	2,250.00 662.50	4.62%
Disney Walt Co Sr Glbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	45,000.000	45,607.05 45,425.70	742.00 61.87	1.63%
Exxon Mobil Corp Sr Glbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable	45,000.000	45,675.90 45,654.75	855.00 106.98	1.87%
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable	120,000.000	121,533.60 119,730.00	2,760.00 1,180.66	2.27%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable	270,000.000	269,765.10 270,000.00	1,620.00 679.50	0.60%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	100,000.000	99,960.00 100,000.00	600.00 251.66	0.60%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	80,000.000	81,241.60 80,043.20	1,520.00 244.88	1.87%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	100,000.000	100,028.00 100,000.00	710.00 315.55	0.71%
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable	60,000.000	60,013.80 59,995.69	825.00 398.75	1.37%
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable	60,000.000	60,294.60 60,036.00	1,200.00 286.66	1.99%



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
Statement Period:

61-3004-01
07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable	160,000.000	161,481.60 160,361.60	3,000.00 1,466.66	1.86%
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable	60,000.000	60,393.00 60,172.20	1,425.00 308.74	2.36%
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable	100,000.000	101,180.00 100,333.00	2,550.00 793.33	2.52%
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable	80,000.000	82,352.00 81,872.05	2,600.00 57.77	3.16%
Longview Tex Indpt Sch Dist Ultd Tax Ref Bds 5.00% Dtd 04/15/2016 Due 02/15/2023 Non-Callable	55,000.000	58,566.75 58,857.15	2,750.00 351.38	4.70%
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable	65,000.000	71,399.90 70,573.00	3,250.00 1,354.16	4.55%
Maryland St GO Bds 2014 S 5.00% Dtd 08/05/2014 Due 08/01/2023 Prerefunded 08/01/2022 @ 100.000 Callable	60,000.000	62,408.40 62,775.00	3,000.00 499.99	4.81%
Mountain View Los Altos Calif GO Bds 2010a Zero Cpn Dtd 09/09/2010 Due 08/01/2023 Non-Callable	50,000.000	49,749.50 49,680.27	0.00	0.00%
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable	50,000.000	50,612.00 50,724.50	550.00 223.05	1.09%
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable	45,000.000	46,868.40 46,765.80	2,101.00 1,050.52	4.48%
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable	150,000.000	152,934.00 151,671.00	4,258.00 1,064.62	2.78%
Oklahoma St Capitol Impt Auth Bds 2019 C 4.00% Dtd 09/10/2019 Due 01/01/2023 Non-Callable	50,000.000	52,355.50 52,650.50	2,000.00 500.00	3.82%



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable	96,000.000	100,865.28 101,362.72	2,304.00 1,152.00	2.28%
Putnam Cnty Tenn GO Sch Bds 2.625% Dtd 06/06/2013 Due 04/01/2026 Prerefunded 04/01/2023 @ 100.000 Callable	45,000.000	46,590.30 47,061.45	1,181.00 590.62	2.54%
San Diego Tex Indpt Sch Dist Unltd Tax Ref Bds 3.00% Dtd 05/15/2020 Due 08/15/2022 Non-Callable	100,000.000	102,291.00 101,783.00	3,000.00 383.33	2.93%
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable	70,000.000	75,968.90 77,015.20	3,325.00 1,662.49	4.38%
Small Business Admin Gtd Ln Pool Ctfs 4.34% Dtd 03/17/2004 Due 03/01/2024 Callable	3,550.510	3,647.79 5,597.21	154.00 44.55	4.22%
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable	50,000.000	52,266.00 52,602.00	1,550.00 585.55	2.97%
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable	55,000.000	59,425.30 59,111.80	2,337.00 298.68	3.93%
Tamalpais Calif Un High Sch Di GO Ref Bds 5.00% Dtd 11/25/2014 Due 08/01/2023 Non-Callable	45,000.000	48,953.70 49,137.30	2,250.00 375.00	4.60%
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable	100,000.000	100,109.00 101,387.00	750.00 283.33	0.75%
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable	100,000.000	101,325.00 99,802.29	2,000.00 527.77	1.97%
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable	75,000.000	79,077.00 79,998.00	3,000.00 999.99	3.79%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	90,000.000	93,464.10 92,589.80	2,610.00 7.25	2.79%



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

51-1094-01-1
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	80,000.000	85,264.00 86,872.00	2,400.00 1,200.00	2.81%
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable	100,000.000	103,140.00 103,712.00	2,500.00 1,249.99	2.42%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable	150,000.000	146,185.50 147,653.10	0.00	0.00%
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable	100,000.000	95,653.00 97,229.09	0.00	0.00%
Total Fixed Income		\$ 3,917,732.62 \$ 3,923,141.82	83,801.00 23,695.33	2.14%
Cash				
Principal Cash		0.00 0.00	0.00	0.00%
Income Cash		0.00 0.00	0.00	0.00%
Total Cash		\$ 0.00 \$ 0.00	0.00 0.00	0.00%
Total Market Value		\$ 4,975,539.65 \$ 4,980,948.85	84,329.00 23,732.17	1.69%
Total Market Value Plus Accruals		\$ 4,999,271.82		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct Int To 06/30/21	07/01/21		
Int To 07/31/21	08/02/21		3.58
Int To 08/31/21	09/01/21		5.92
			20.73



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Int To 09/19/21 on 50,000	09/20/21		850.00
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable Int To 07/30/21 on 100,000	07/30/21		1,250.00
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable Int 02/08/21 To 08/08/21 on 50000	08/09/21		175.00
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Int To 09/18/21 on 50,000	09/20/21		875.00
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Int To 08/15/21 on 55,000	08/16/21		928.12
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable Int To 09/13/21 on 40,000	09/13/21		690.00
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Int To 09/01/21 on 45,000	09/01/21		371.25
Exxon Mobil Corp Sr Gbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable Int To 08/16/21 on 45,000	08/16/21		427.95
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Interest on Full Call of	07/30/21		250.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Int To 08/03/21 on 80,000	08/03/21		760.00



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

██████████
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Federal Natl Mtg Assn 1.25% Dtd 08/19/2016 Due 08/17/2021 Non-Callable Int To 08/17/21 on 130,000	08/17/21		812.50
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Int To 07/05/21 on 60,000	07/06/21		600.00
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Int To 07/13/21 on 60,000	07/13/21		712.50
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable Int To 09/23/21 on 80,000	09/23/21		1,300.00
Lawrence Kans GO Impt Bds 2017 D 5.00% Dtd 09/28/2017 Due 09/01/2021 Non-Callable Int To 09/01/21 on 70,000	09/01/21		1,750.00
Longview Tex Indpt Sch Dist Ultd Tax Ref Bds 5.00% Dtd 04/15/2016 Due 02/15/2023 Non-Callable Int To 08/15/21 on 55,000	08/16/21		1,375.00
Maryland St GO Bds 2014 S 5.00% Dtd 08/05/2014 Due 08/01/2023 Prerefunded 08/01/2022 @ 100.000 Callable Int To 08/01/21 on 60,000	08/02/21		1,500.00
Mississippi St Univ Edl Bldg C Rev Bds 4.00% Dtd 05/17/2017 Due 08/01/2021 Non-Callable Int To 08/01/21 on 60,000	08/02/21		1,200.00
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Int To 07/01/21 on 25,000	07/01/21		286.50
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Int To 07/01/21 on 100,000	07/01/21		1,419.50



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

61-3004-01-2
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Oklahoma St Capitol Impt Auth Bds 2019 C 4.00% Dtd 09/10/2019 Due 01/01/2023 Non-Callable Int To 07/01/21 on 50,000	07/01/21		1,000.00
San Diego Tex Indpt Sch Dist Unltd Tax Ref Bds 3.00% Dtd 05/15/2020 Due 08/15/2022 Non-Callable Int To 08/15/21 on 100,000	08/16/21		1,500.00
Small Business Admin Gtd Ln Pool Ctfs 4.34% Dtd 03/17/2004 Due 03/01/2024 Callable Int To 08/14/21 on 4961.73	09/01/21		107.67
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Int To 08/15/21 on 55,000	08/16/21		1,168.75
Tamalpais Calif Un High Sch Di GO Ref Bds 5.00% Dtd 11/25/2014 Due 08/01/2023 Non-Callable Int To 08/01/21 on 45,000	08/02/21		1,125.00
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Int To 09/30/21 on 90,000	09/30/21		1,305.00
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Int To 09/15/21 on 100,000	09/15/21		1,375.00
University Neb Facs Corp Rev Bds 5.00% Dtd 08/09/2018 Due 07/15/2021 Non-Callable Int To 07/15/21 on 50,000	07/15/21		1,250.00
Waxahachie Tex Comb Tax Rev Ctfs Oblig 5.00% Dtd 09/19/2018 Due 08/01/2021 Non-Callable Int To 08/01/21 on 125,000	08/02/21		3,125.00
Total Interest Income		\$ 0.00	\$ 29,519.97



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

7-1019-01-2
 07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Purchased Income			
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable Accrued Int To 09/14/21 Paid on Purchase of 10,000	09/14/21		-215.07
Total Purchased Income		\$ 0.00	\$ -215.07
Total Income		\$ 0.00	\$ 29,304.90

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 06/30/21	07/15/21		-663.19
Monthly Fee To 07/31/21	08/13/21		-805.04
Monthly Fee To 08/31/21	09/15/21		-805.76
Total Fees/Expenses		\$ 0.00	\$ -2,273.99
Total Disbursements		\$ 0.00	\$ -2,273.99

Cash Transfers			
	Date	Income Cash	Principal Cash
Transfer To Account 61J235012 Wbsd-Capital Project Reserve	07/27/21		-2,000.00
Transfer From Account 61J235012 Wbsd-Capital Project Reserve For Reversal of 7/27/21 \$2000.00 Transfer	07/28/21		2,000.00
Transfer From Account 61J236010 Wbsd-Operating Reserve	07/28/21		233,400.00
Total Cash Transfers		\$ 0.00	\$ 233,400.00



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

~~61-1004-91~~
 07/01/21 - 09/30/21

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (17) 07/01/21 To 09/30/21	09/30/21		-926,331.19
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable Purchased 10000 09/10/21 From Headlands Holdings LLC @ 108.64	09/14/21		-10,864.00
Total Purchases		\$ 0.00	\$ -937,195.19

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (5) 07/01/21 To 09/30/21	09/30/21	15,353.06	
Federal Home Loan Bks Cons Bds 1.00% Dtd 04/30/2021 Due 12/30/2025 Callable Recd Proceeds on Full Call of 100,000 Par Value	07/30/21	100,000.00	
Federal Natl Mtg Assn 1.25% Dtd 08/19/2016 Due 08/17/2021 Non-Callable Recd Proceeds on Maturity of 130,000 Par Value	08/17/21	130,000.00	911.15
Lawrence Kans GO Impt Bds 2017 D 5.00% Dtd 09/28/2017 Due 09/01/2021 Non-Callable Recd Proceeds on Maturity of 70,000 Par Value	09/01/21	70,000.00	
Mississippi St Univ Edl Bldg C Rev Bds 4.00% Dtd 05/17/2017 Due 08/01/2021 Non-Callable Recd Proceeds on Maturity of 60,000 Par Value	08/02/21	60,000.00	
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Recd Proceeds on Maturity of 25,000 Par Value	07/01/21	25,000.00	



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Small Business Admin Gtd Ln Pool Cfts 4.34% Dtd 03/17/2004 Due 03/01/2024 Callable Prin Pmt For 08/14/21	09/01/21	1,411.22	-813.50
US Treasury Note 2.75% Dtd 09/15/2018 Due 09/15/2021 Recd Proceeds on Maturity of 100,000 Par Value	09/15/21	100,000.00	304.69
University Neb Facs Corp Rev Bds 5.00% Dtd 08/09/2018 Due 07/15/2021 Non-Callable Recd Proceeds on Maturity of 50,000 Par Value	07/15/21	50,000.00	
Waxahachie Tex Comb Tax Rev Cfts Oblig 5.00% Dtd 09/19/2018 Due 08/01/2021 Non-Callable Recd Proceeds on Maturity of 125,000 Par Value	08/02/21	125,000.00	
Total Sales		\$ 676,764.28	\$ 402.34

Non-Cash Activity		
	Date	Cost
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Amortization of Premium	09/17/21	-635.50
American Express Co Sr Gtbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable Amortization of Premium	07/30/21	-691.00
Beverly Hills Calif Uni Sch Di GO Bds Zero Cpn Dtd 02/10/2009 Due 08/01/2023 Non-Callable Accretion of Discount	07/30/21	15.75
Accretion of Discount	08/31/21	15.75
Accretion of Discount	09/30/21	15.75
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Amortization of Premium	09/17/21	-737.00



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Amortization of Premium	08/13/21	-669.35
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable Amortization of Premium	09/13/21	-550.80
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable Amortization of Premium	09/01/21	-211.50
Exxon Mobil Corp Sr Gbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable Amortization of Premium	08/16/21	-326.25
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 150000 Par Value	07/28/21	150,000.00
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable Amortization of Premium	08/03/21	-21.60
Federal Natl Mtg Assn 1.375% Dtd 10/07/2016 Due 10/07/2021 Non-Callable Accretion of Discount	07/30/21	16.71
Accretion of Discount	08/31/21	16.71
Accretion of Discount	09/30/21	16.71
Federal Natl Mtg Assn 2.00% Dtd 01/09/2017 Due 01/05/2022 Non-Callable Amortization of Premium	07/02/21	-36.00
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 160000 Par Value	07/28/21	160,361.60



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Federal Home Ln Mtg Corp 2.375% Dtd 01/13/2012 Due 01/13/2022 Non-Callable Amortization of Premium	07/13/21	-171.00
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 35000 Par Value	07/28/21	36,224.30
Amortization of Premium	09/23/21	-522.45
Amortization of Premium	09/23/21	-403.90
Lawrence Kans GO Impt Bds 2017 D 5.00% Dtd 09/28/2017 Due 09/01/2021 Non-Callable Amortization of Premium	09/01/21	-1,286.60
Longview Tex Indpt Sch Dist Ultd Tax Ref Bds 5.00% Dtd 04/15/2016 Due 02/15/2023 Non-Callable Amortization of Premium	08/13/21	-1,274.35
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 65000 Par Value	07/28/21	70,573.00
Maryland St GO Bds 2014 S 5.00% Dtd 08/05/2014 Due 08/01/2023 Prerefunded 08/01/2022 @ 100.000 Callable Amortization of Premium	08/02/21	-1,152.60
Mississippi St Univ Edl Bldg C Rev Bds 4.00% Dtd 05/17/2017 Due 08/01/2021 Non-Callable Amortization of Premium	08/02/21	-801.60
Mountain View Los Altos Calif GO Bds 2010a Zero Cpn Dtd 09/09/2010 Due 08/01/2023 Non-Callable Accretion of Discount	07/30/21	14.50
Accretion of Discount	08/31/21	14.50
Accretion of Discount	09/30/21	14.50



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

61-1004-01-
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
New Hampshire Health & Ed Facs Taxable Univ Sys Issue B 2017 B Taxable 2.292% Dtd 12/06/2017 Due 07/01/2021 Non-Callable Amortization of Premium	07/01/21	-53.75
New York St Dorm Auth Revs Non Univ Rev Bds 2019b Taxable 2.839% Dtd 02/21/2019 Due 07/01/2022 Callable Amortization of Premium	07/01/21	-550.00
Received From Account 61-J236-01-0 Wbsd - Operating Reserve 50000 Par Value	07/28/21	50,557.00
Oklahoma St Capitol Impt Auth Bds 2019 C 4.00% Dtd 09/10/2019 Due 01/01/2023 Non-Callable Amortization of Premium	07/01/21	-654.00
San Diego Tex Indpt Sch Dist Unltd Tax Ref Bds 3.00% Dtd 05/15/2020 Due 08/15/2022 Non-Callable Amortization of Premium	08/13/21	-884.00
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Amortization of Premium	08/13/21	-665.50
Tamalpais Calif Un High Sch Di GO Ref Bds 5.00% Dtd 11/25/2014 Due 08/01/2023 Non-Callable Amortization of Premium	08/02/21	-857.70
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Accretion of Discount	07/30/21	22.27
Accretion of Discount	08/31/21	22.27
Accretion of Discount	09/30/21	22.27
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 40000 Par Value	07/28/21	41,529.20
Amortization of Premium	09/30/21	-474.50
Amortization of Premium	09/30/21	-376.40



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

61-J236-01-2
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
University Neb Facs Corp Rev Bds 5.00% Dtd 08/09/2018 Due 07/15/2021 Non-Callable Amortization of Premium	07/15/21	-893.50
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2024 Non-Callable Accretion of Discount	07/30/21	68.02
Accretion of Discount	08/31/21	68.02
Accretion of Discount	09/30/21	68.02
Waco Tex Indpt Sch Dist Taxable Unltd Tax Ref Bd Taxable Zero Cpn Dtd 01/01/2021 Due 08/15/2025 Non-Callable Accretion of Discount	07/30/21	59.58
Accretion of Discount	08/31/21	59.58
Accretion of Discount	09/30/21	59.58
Waxahachie Tex Comb Tax Rev Cfts Oblig 5.00% Dtd 09/19/2018 Due 08/01/2021 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 125000 Par Value	07/28/21	127,391.25
Amortization of Premium	08/02/21	-2,391.25
Total Non-Cash Transactions		\$ 619,934.74

SECURITY PRICES CONTAINED IN THIS STATEMENT ARE OBTAINED FROM THE MOST RELIABLE SOURCES AVAILABLE BUT ARE NOT GUARANTEED BY BANK OF THE WEST. QUOTED PRICES MAY NOT EQUAL ACTUAL PRICES BECAUSE OF SECURITY SIZE, MARKET PRICE, TERM AND DEMAND.



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

Electronic Funds Transfers

Preauthorized Transfers:

You may request an electronic fund transfer (EFT), such as an ACH transfer from or deposit to your account, by contacting your account Administrator. You may also preauthorize periodic EFTs by contacting your account Administrator. If you would like to know whether a preauthorized EFT has occurred, please contact your account Administrator at the phone number listed on the first page of your statement, or call 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time.

Error Resolution Notice:

If you think a statement or receipt is wrong or if you need more information about an EFT listed on a statement or receipt, telephone us at 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time, write to us at Bank of the West, 13300 Crossroads Parkway North, City of Industry, CA 91746, or e-mail us at WMGGIFSOperations@bankofthewest.com as soon as possible. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number (if any).
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

If you contact us verbally, we may require that you send us your complaint or question in writing within 10 business days. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.



BANK OF THE WEST
BNP PARIBAS
 WEALTH MANAGEMENT

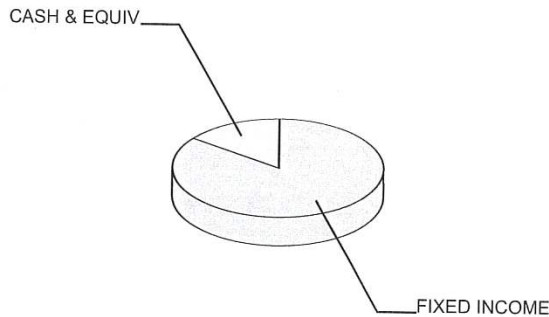
WBSD - RECYCLED WATER CASH FLOW

Account Number: XXXXXXXXXX
 Statement Period: 07/01/21 - 09/30/21

WEST BAY SANITARY DISTRICT
 RECYCLED WATER CASH FLOW
 500 LAUREL STREET
 MENLO PARK CA 94025

Fiduciary
 Chuen Ying Lee
 (408) 645-3234
Portfolio
 Michael D. Smith
 (408) 490-2079

Asset Allocation



Asset Valuation

Description	Market Value	% of Account
Cash & Equiv	99,318.76	15.2%
Fixed Income	555,558.85	84.8%
Total Portfolio	\$ 654,877.61	100.0%
Accrued Income	4,705.89	
Total Valuation	\$ 659,583.50	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 229,869.44	\$ 229,869.44
Income		
Interest.....	4,522.28	4,522.28
Disbursements.....	-249.08	-249.08
Cash Transfers.....	24,938.53	24,938.53
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	3,607.48	3,607.48
Change In Market Appreciation/(Depreciation).....	-1,810.55	-1,810.55
Non-Cash Asset Changes.....	398,705.40	398,705.40
Ending Market Value	\$ 659,583.50	\$ 659,583.50



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

91-0250-01-
 07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	99,318.760	99,318.76 99,318.76	49.00 3.54	0.05%
Total Cash Equivalents		\$ 99,318.76 \$ 99,318.76	49.00 3.54	0.05%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	70,000.000	74,617.90 74,510.00	2,380.00 79.33	3.19%
Atlantic Richfield Co Deb 8.25% Dtd 02/01/1992 Due 02/01/2022 Non-Callable	15,000.000	15,373.95 15,416.70	1,237.00 206.25	8.05%
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable	15,000.000	16,415.40 16,681.50	555.00 178.83	3.38%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	70,000.000	75,021.80 75,207.00	2,450.00 88.47	3.27%
Bristol Myers Squibb Co Sr Glbl 144a 2.60% Dtd 05/16/2019 Due 05/16/2022 Callable	70,000.000	71,032.50 71,467.90	1,820.00 682.50	2.56%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	30,000.000	32,480.10 32,985.30	1,012.00 129.37	3.12%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	20,000.000	20,005.60 20,000.00	142.00 63.11	0.71%
Kla Tencor Corp Sr Glbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	20,000.000	22,057.20 22,407.00	930.00 387.49	4.22%
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable	35,000.000	36,453.20 36,373.40	1,634.00 817.07	4.48%
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable	60,000.000	63,259.80 63,248.60	3,119.00 1,039.80	4.93%



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Asset Position As of 09/30/21

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable	40,000.000	43,218.40 42,995.20	1,700.00 217.22	3.93%
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026	20,000.000	19,856.00 19,896.88	150.00 0.41	0.76%
Walnut Calif Energy Ctr Auth R Ref Bds 2014a 5.00% Dtd 07/23/2014 Due 01/01/2022 Non-Callable	65,000.000	65,767.00 66,194.70	3,250.00 812.50	4.94%
Total Fixed Income		\$ 555,558.85 \$ 557,384.18	20,379.00 4,702.35	3.67%
Cash				
Principal Cash		0.00 0.00	0.00	0.00%
Income Cash		0.00 0.00	0.00	0.00%
Total Cash		\$ 0.00 \$ 0.00	0.00 0.00	0.00%
Total Market Value		\$ 654,877.61 \$ 656,702.94	20,428.00 4,705.89	3.12%
Total Market Value Plus Accruals		\$ 659,583.50		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct Int To 06/30/21	07/01/21		0.99
Int To 07/31/21	08/02/21		1.34
Int To 08/31/21	09/01/21		2.45
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Int To 09/19/21 on 70,000	09/20/21		1,190.00



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

07/01/21 - 09/30/21

Income Activity			
	Date	Income Cash	Principal Cash
Atlantic Richfield Co Deb 8.25% Dtd 02/01/1992 Due 02/01/2022 Non-Callable Int To 08/01/21 on 15,000	08/02/21		618.75
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Int To 09/18/21 on 70,000	09/20/21		1,225.00
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Int To 08/15/21 on 30,000	08/16/21		506.25
Federal Home Ln Mtg Corp 0.70% Dtd 04/30/2020 Due 10/30/2024 Callable Interest on Full Call of	07/30/21		52.50
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Int To 08/15/21 on 40,000	08/16/21		850.00
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026 Int 03/31/21 To 09/30/21 on 20000	09/30/21		75.00
Total Interest Income		\$ 0.00	\$ 4,522.28
Total Income		\$ 0.00	\$ 4,522.28

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 06/30/21	07/15/21		-37.05
Monthly Fee To 07/31/21	08/13/21		-106.03
Monthly Fee To 08/31/21	09/15/21		-106.00
Total Fees/Expenses		\$ 0.00	\$ -249.08
Total Disbursements		\$ 0.00	\$ -249.08



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

61-J264-01-0
 07/01/21 - 09/30/21

Cash Transfers			
	Date	Income Cash	Principal Cash
Transfer From Account 61J236010 Wbsd-Operating Reserve	07/28/21		280,323.93
Transfer To Account 61J264012 Wbsd-Recycled Water Srf Reserve Sale of Bond Securities	07/29/21		-255,385.40
Total Cash Transfers		\$ 0.00	\$ 24,938.53

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (8) 07/01/21 To 09/30/21	09/30/21		-314,846.21
Total Purchases		\$ 0.00	\$ -314,846.21

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (4) 07/01/21 To 09/30/21	09/30/21	255,634.48	
Federal Home Ln Mtg Corp 0.70% Dtd 04/30/2020 Due 10/30/2024 Callable Recd Proceeds on Full Call of 30,000 Par Value	07/30/21	30,000.00	
Total Sales		\$ 285,634.48	\$ 0.00

Non-Cash Activity		
	Date	Cost
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable Received From Account 61-J264-01-2 Wbsd - Recycled Water Srf Reserve 50000 Par Value	07/30/21	53,850.50
Amortization of Premium	09/17/21	-254.20
Amortization of Premium	09/17/21	-626.50



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

61-J264-01-2
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Atlantic Richfield Co Deb 8.25% Dtd 02/01/1992 Due 02/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 15000 Par Value	07/28/21	15,828.15
Amortization of Premium	08/02/21	-411.45
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable Received From Account 61-J264-01-2 Wbsd - Recycled Water Srf Reserve 50000 Par Value	07/30/21	54,449.50
Amortization of Premium	09/17/21	-294.80
Amortization of Premium	09/17/21	-727.50
Bristol Myers Squibb Co Sr Gbl 144a 2.60% Dtd 05/16/2019 Due 05/16/2022 Callable Received From Account 61-J264-01-2 Wbsd - Recycled Water Srf Reserve 70000 Par Value	07/30/21	71,467.90
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable Received From Account 61-J264-01-2 Wbsd - Recycled Water Srf Reserve 30000 Par Value	07/30/21	33,342.90
Amortization of Premium	08/13/21	-357.60
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 60000 Par Value	07/28/21	63,248.60
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable Received From Account 61-J264-01-2 Wbsd - Recycled Water Srf Reserve 40000 Par Value	07/30/21	43,474.40
Amortization of Premium	08/13/21	-479.20



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

61-J236-01-0
 07/01/21 - 09/30/21

Non-Cash Activity		
	Date	Cost
Walnut Calif Energy Ctr Auth R Ref Bds 2014a 5.00% Dtd 07/23/2014 Due 01/01/2022 Non-Callable Received From Account 61-J236-01-0 Wbsd - Operating Reserve 65000 Par Value	07/28/21	66,194.70
Total Non-Cash Transactions		\$ 398,705.40

SECURITY PRICES CONTAINED IN THIS STATEMENT ARE OBTAINED FROM THE MOST RELIABLE SOURCES AVAILABLE BUT ARE NOT GUARANTEED BY BANK OF THE WEST. QUOTED PRICES MAY NOT EQUAL ACTUAL PRICES BECAUSE OF SECURITY SIZE, MARKET PRICE, TERM AND DEMAND.



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

Electronic Funds Transfers

Preauthorized Transfers:

You may request an electronic fund transfer (EFT), such as an ACH transfer from or deposit to your account, by contacting your account Administrator. You may also preauthorize periodic EFTs by contacting your account Administrator. If you would like to know whether a preauthorized EFT has occurred, please contact your account Administrator at the phone number listed on the first page of your statement, or call 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time.

Error Resolution Notice:

If you think a statement or receipt is wrong or if you need more information about an EFT listed on a statement or receipt, telephone us at 1-877-898-1003 (TTY 1-800-659-5495) between the hours of 8:00 A.M. to 5:00 P.M. Pacific Standard Time, write to us at Bank of the West, 13300 Crossroads Parkway North, City of Industry, CA 91746, or e-mail us at WMGGIFSOoperations@bankofthewest.com as soon as possible. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number (if any).
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.

If you contact us verbally, we may require that you send us your complaint or question in writing within 10 business days. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.



WEST BAY SANITARY DISTRICT AGENDA ITEM 10

To: *Board of Directors*

From: *Sergio Ramirez, District Manager*

Subject: *District Manager's Report*

1) Administrative:

- a. District staff has requested a proposal from HF&H consultants to perform this year's Sewer Service Charge rate study.
- b. Staff met with Cristo Rey High School representatives to learn about their intern program. The program offers intern assistance at a fraction of the cost of a regular employee. The program could be beneficial to the District. More information to follow.

2) Finance:

- a. The auditors are preparing this year's financial audit and interviewing staff as part of the audit.
- b. The Finance Manager has begun to invoice SHGCC for the Avy Altschul Pump Station design.
- c. The Finance Manager will submit the quarterly financial reports in October. Please note the reports are now titled the Treasury Report and includes all investments and cash positions in both Bank of the West and the LAIF account.

3) CIP & IT Projects:

a. Levee Improvement Project:

- i. The Levee and Bayfront Facility SRF loan application has been submitted. The State Water Board has assigned a state Project Manager to the project and application.

b. Construction Capital Improvement Program (CIP)

- i. The Metal Storage Building at the Flow Equalization Resource Recovery Facility is under construction. The foundation has now been poured. The project should be completed by December of 2021.
- ii. The District's CIP contractor is now working in easements off Bay Road in Menlo Park.
- iii. Freyer & Laureta Inc. is working on the Bayfront Improvement project including the Influent Pump Station layout and large diameter pipe reconstruction design. Design should be completed by December 2021.

4) Operations and Maintenance:

a. Collection System:

- i. District crews have wrapped up the Performance Merit Pay Program goals for the year. The Operations Superintendent will present the results at the October 13, 2021 Board meeting.

- b. **Training:**
 - i. CPR training for staff occurred on September 20, 2021.
- 5) **Water Quality:**
- a. **Sharon Heights Golf and Country Club (SHGCC):**
 - i. The recycled water facility is working well. Staff has begun to reduce the total recycled water production rate as we enter into the fall and winter months.
 - ii. Freyer and Laureta Inc. is working on the design of a proposed pump station at Altschul Ave. and Avy Ave. in Menlo Park for SHGCC.
 - b. **Bayfront Recycled Water Facility (BRWF):**
 - i. The Financial Plan for the BRWF project should be completed by the end of October.
 - ii. District Counsel is working on principles of an agreement and MOU for certain developers in the Bayfront area.
 - c. **Menlo Country Club:**
 - i. Staff is working with Menlo Country Club to submit the Recycled Water Feasibility application for the Woodside Recycled Water Facility.
 - ii. Menlo Country Club Deposit:
 - a) Received \$20,000 (Balance remains at \$20,000.00 at this time.)
 - d. **West Bay:**
 - i. Staff is in discussions with the City of Menlo Park on installing recycled water pipe on Chilco Street (near Instagram and Facebook).
- 6) **Fleet and Facilities:**
- a. **Vehicle Maintenance:**
 - i. Vehicle maintenance is going well by using Redwood City's services.
 - ii. A low national vehicle inventory will delay the District Manager's new leased hybrid vehicle.
- 7) **Personnel:**
- i. Field Supervisor, Art Hildebrand, announced his retirement effective September 13, 2021.
 - ii. One of our temporary workers has found regular employment with the City of Burlingame and another temporary worker will begin in the next two weeks.
- 8) **Upcoming Events:**
- a. **Employee Appreciation Lunch:** Tuesday, October 12, 2021.
 - b. **Next Regular Board Meetings:** Wednesday, October 13, 2021 and October 27, 2021.

9) **Misc./Action Items from Previous Meeting:**

- a. **California Association of Sanitation Agencies** has resumed in person conferences. CASA provides leadership, advocacy and information to members, legislators and the public, and promotes partnerships on clean water and beneficial reuse issues that protect public health and the environment. The association serves a good resource for Sanitary District Board Officials. The next conference will be held between January 19, 2022 - January 21, 2022.
- b. **West Bay SSOs:** No SSOs in September.
- c. **Town of Los Altos Hills:** No SSOs in September.
- d. **Town of Woodside:** No SSOs in September.
- e. **Revenue:** Received a connection fee for approximately \$500,000.00 from Mid-Pen Housing for their project on Willow Road. Received \$20,000.00 from MCC. Received \$109,952.42 from SHGCC for SRF Loan installment no. 7, Recycled Water Facility O&M costs, and the Avy Altschul Pump Station on-going design.

THIS PAGE LEFT INTENTIONALLY BLANK



WEST BAY SANITARY DISTRICT AGENDA ITEM 11

To: *Board of Directors*

From: *Sergio Ramirez, District Manager*

Subject: *Discussion and Direction on the District and South Bayside Waste Management Authority (SBWMA) Implementation of California Senate Bill (SB) 1383 Short-Lived Climate Pollutants: Organic Waste Methane Emissions Reductions*

Background

In September 2016, Governor Brown signed into law SB 1383, establishing reduction targets in a statewide effort to reduce methane emissions of short-lived climate pollutants in various sectors of California's economy, including methane emissions created by disposal of organic materials. SB 1383 is the most significant waste reduction mandate to be adopted in California in the last 30 years. It requires the state to reduce the amount of organic waste (food waste, green waste, paper products, etc.) sent to landfills by 75% by 2025. In volumetric terms, the state must reduce organic waste disposal by more than 20 million tons annually by 2025. The law also establishes a target that not less than 20% of edible food that is currently disposed of be recovered for human consumption by 2025.

SB 1383 provides CalRecycle the regulatory authority to achieve the organic waste disposal reduction targets. In November 2020, CalRecycle received a Notice of Approval of Regulatory Action from the Office of Administrative Law (OAL), making the SB 1383 Short-Lived Climate Pollutants regulations final and set to go into effect on January 1, 2022. On January 1, 2024, the regulations may require local jurisdictions to impose penalties for noncompliance on regulated entities subject to their authority.

More information regarding SB 1383 can be found online at www.calrecycle.ca.gov/organics/slcp/.

On September 8, 2021 the Board of Directors received a presentation from SBWMA on the requirements of SB 1383 Short-Lived Climate Pollutants: Organic Waste Methane Emissions Reductions and provided an overview of the next steps that will be required.

Several specific implementation tasks are required of local governments. To comply, West Bay Sanitary District must do the following by January 1, 2022:

- Adopt an enforcement ordinance before January 1, 2022, and subsequently inspect and enforce compliance with SB 1383 covered entities.
- Adopt Memorandum of Understanding with South Bayside Waste Management Authority (SBWMA) to implement SB 1383-related compliance on behalf of West Bay Sanitary District.
- Provide organic material collection to all residents and businesses through Recology Franchise Agreement Amendment 2.
- Adopt Memorandum of Understanding with County of San Mateo Office of Sustainability to implement an Edible Food Recovery Program that meets SB 1383 standards.

Analysis

CalRecycle regulations to meet the SB 1383 targets will have a significant impact on the solid waste services provided throughout the State, in San Mateo County, the South Bayside Waste Management Authority (SBWMA) service area and in West Bay Sanitary District.

Ordinance and Policy Requirements

Jurisdictions are required to adopt an enforceable ordinance to implement all requirements of SB 1383, and subsequently inspect and enforce compliance with SB 1383 covered entities. CalRecycle has provided a model ordinance, which the SBWMA has adapted for use by its member agencies, based on service delivery and compliance models. West Bay Sanitary District will need to adopt this ordinance prior to the January 1, 2022, implementation date.

Collection and Processing Requirements

SB 1383 requires jurisdictions to provide organic waste collection services to all residents and businesses. Single family homes are required to subscribe to and participate in organics curbside collection service. Multifamily complexes and businesses are required to either, subscribe to and participate in organics curbside collection or to self-haul organic waste. Businesses are required to annually and as needed educate employees, contractors, tenants, and customers regarding how to properly sort organic material into the correct containers.

An amendment to the franchise agreement with Recology will be brought to the Board of Directors to add this scope of work later this year.

Edible Food Recovery Requirements

Edible Food Recovery is the newest concept in SB 1383. Specifically, SB 1383 requires that by 2025 California recover 20% of edible food that would otherwise be sent to landfills, to feed people in need. The law directs jurisdictions to establish food recovery programs and strengthen their existing food recovery networks, edible food generators arrange to recover the maximum amount of their edible food that would otherwise go to landfills and food recovery organizations and services that participate in SB 1383 must maintain records. Tier One Commercial Generators who must comply by January 1, 2022, include large supermarkets, grocery stores, food service providers, food

distributors, and wholesale vendors. Tier Two Commercial Generators who must comply by January 1, 2024, include large restaurants (greater than or equal to 5,000 square feet or more than 250 seats), hotels, health facilities, event venues, local education agency with an on-site food facility, and events.

San Mateo County Office of Sustainability has taken a leading role in developing this program and program capacity for the region over the past year since food recovery is outside the expertise, experience and capacity of the waste collection and disposal system, and because food distribution activity and capacity is more efficiently handled on a multi-jurisdictional and/or regional manner.

West Bay Sanitary District may need to enter into a Memorandum of Understanding with the County to delegate this responsibility and delineate roles and responsibilities.

Enforcement Requirements

Nearly all programs outlined in SB 1383 are required to be in place starting January 1, 2022 and enforced by January 1, 2024, including the requirements that West Bay Sanitary District inspect and enforce compliance by covered entities (residential and commercial customers). West Bay Sanitary District staff will have to be involved in the notice of violation on generators and assessing penalties for non-compliance.

Education and Outreach Requirements

West Bay Sanitary District is required to conduct outreach and education to all affected parties, including generators, haulers, facilities, edible food recovery organizations, and municipal departments. It is anticipated that these duties will be fulfilled by a combination of efforts between the SBWMA, and the franchised solid waste collection vendor, Recology, and the County of San Mateo Office of Sustainability. Recology's Waste Zero Specialists work directly with businesses now on education regarding recycling.

An amendment to the franchise agreement with Recology and the Memorandum of Understanding with SBWMA will be brought to the Board of Directors to add this scope of work.

Record Keeping Requirements

West Bay Sanitary District is required to maintain accurate and timely records of SB 1383 compliance. It is anticipated that SBWMA staff will be heavily involved in record-keeping on a regional basis as they are now for recycling reporting. The Memorandum of Understanding with SBWMA coming forward to Board of Directors will include this scope of work.

To achieve compliance with the SB 1383 regulations, West Bay Sanitary District will work very closely with our partners, as outlined below:

- South Bayside Waste Management Authority (SBWMA) is a Joint Powers Authority that operates collectively to provide our community's solid waste collection and programming and joint ownership of the Shoreway Environmental

Center. SBWMA will assist member agencies to collectively address compliance requirements while also providing public education. SBWMA has hired a full-time staff person to assist member agencies with implementation and reporting for SB 1383.

- San Mateo County Office of Sustainability is a proactive partner in several collective County-wide programs associated with Solid Waste and specifically addresses the edible food waste recovery element of SB 1383 at a regional level as well as potential partnership in the procurement requirement.
- Recology San Mateo County, the District's franchised waste hauler, has already started working to educate customers through Waste Zero Specialists and will work with the District and the SBWMA to meet compliance with new regulations.

Despite the support of the various agreements with partner agencies, the state will ultimately continue to hold the West Bay Sanitary District responsible for compliance with SB 1383 and the continued success of these partnerships is essential.

If CalRecycle finds that the District is not fulfilling one or more of its responsibilities to implement and enforce SB 1383, enforcement actions may include:

- Conducting more frequent inspections
- Taking over direct enforcement
- Establishing a schedule for compliance and a probationary period, requiring a work plan, requiring the jurisdiction to demonstrate it has sufficient staffing; and/or
- Seeking administrative penalties.

Fiscal Impact

Compliance with SB 1383 may result in increased costs for scope of service modification with Recology, conducting enforcement, and establishing an edible food recovery program. The increases are unknown at this time.

Environmental Impact

This is an informational item only and is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines sections 15378(b)(2) and 15378(b)(5) as ongoing administrative or organizational activities that will not result in direct or indirect physical changes in the environment.

Recommendation

There is no formal recommendation at this time only that the Board of Directors discuss SB1383 and provide direction to staff on how to proceed with the Ordinance and agreements with SBWMA and the County of San Mateo.



WEST BAY SANITARY DISTRICT AGENDA ITEM 12

To: *Board of Directors*

From: *Sergio Ramirez, District Manager*

Subject: *October 13th, 2021 Update Report on District Response to Corona Virus*

Background

In early March of 2020, the outbreak of Corona Virus in the USA caused Federal, State and Local governments to enact several laws, regulations and guidelines to mitigate the impact of the spread and severity of the virus including Shelter in Place. The District has been busy employing measures to meet those regulations and guidelines as well as taking action to ensure the safe working conditions of staff and minimize exposure of and interaction with the public.

Analysis

The District has thus far taken action in regards to: Shelter in Place, Social Distancing, Personal Protective Equipment, and the Injury and Illness Prevention Program (IIPP).

Shelter in Place: The District as a wastewater agency has been designated as an “Essential Service” and supplied employees with letters drafted by legal counsel that can be shown to legal authorities, if required, to justify their travel to, during and from work. In addition, the District has developed a Modified Work Schedule that requires individuals to stay at home or telecommute in order to reduce interaction and thus the potential of any spread of the virus among District staff. The District has also implemented the use of Zoom for meetings to reduce the need for consultants, partners, the public and Board member to attend in person. A camera and large screen have been installed to accommodate this mode of virtual meetings.

Social Distancing: District staff has employed several measures related to Social Distancing including; limiting meeting size to 10, marking seating spots at tables with 6 foot separation, signage encouraging 6 foot distancing, separation of reporting stations

to include the FERRF, Plexi-glass shields at the counter and between workspaces that cannot achieve 6 foot distancing, and closing of the District Office to the public unless by appointment.

Personal Protective Equipment (PPE): The District has been engaged in supplying employees and Board members with several forms of Personal Protective Equipment and emphasizing the frequent and regular use of this equipment. These items include: The distribution of hand sanitizer to employees and Board members, wipes for counters, chairs and tables, installation of hand sanitizer at counter, tables and offices, N95 masks to all employees, increased counts coveralls, face shields, goggles etc.

This has caused the District to reassess its inventory and at what levels of existing stock should trigger new orders so that the District can maintain adequate levels of important supplies to carry us not only through traditionally thought of natural disasters but pandemics such as this. To that end staff has developed an improved inventory check list that includes contact information for ordering, expected lag times in ordering, minimum levels of stock, Trigger-levels for ordering, dates of stock added to inventory and so on. This should help us be better prepared for future events where PPE can be in short supply or difficult to obtain and District operations can continue uninterrupted.

Injury and Illness Prevention Program: The District has made a significant effort in the way of training employees in how to deal with the COVID 19 response. We have developed SOP's for both field staff and office staff in dealing with customers while maintaining social distancing, utilizing PPE, and remote permitting etc. We have complied with local health officials requirement to complete and post at all entrances the Social Distancing Protocols and used that and our SOP's as a basis for developing a comprehensive COVID 19 Preparedness and Response program.

The District has taken great efforts to inform the public of changes in business procedures during this time including website postings, posting notices and information on all entrance doors, mailings of letters and flyers to residents, and ads in Facebook and YouTube. The use of Wipes has emerged as a huge problem for the District and our outreach has included addressing this problem in the flyers, ads, and correspondence to persuade our constituents to refrain from flushing wipes.

May 13 update: The District has found that it takes at least 3 weeks from the date of order to delivery of consumable PPE items such as; N95 face masks (we have received 2,000 masks since the first March order), 500 face shields, and 150 goggles to protect the field staff from droplets and mist while cleaning the sewer lines.

The District will now be faced with transitioning back to normal operations. The District Office is open on Friday by appointment only. Construction activities are increasing and inspections are being scheduled much more frequently. Social Distancing and PPE will continue to be key elements of District life for the foreseeable future.

May 27 update: The District has opened the office to the public on Tuesdays and Thursdays. Stickers on the floors and notices on the doors and shields at the counters have been placed to remain compliant with the Health Dept. Wipes and signs have been placed in the bathrooms. All the departments except Administration have returned to normal work hours (which are mostly 9/80 schedule but crews are still separated with the Satellite Office/Corp Yard. As a result of these changes have updated the COVID 19 response plan and affixed to entry doors as required.

June 10 update: Staff is resuming normal Pre-COVID 19 work schedules beginning June 8, with the exception of some of the Admin staff. Office hours will open up to Monday through Thursday 9am to 3pm.

June 24 update: As of Friday, June 12 the Administration Office was open by appointment. Office hours continue to be open Monday through Thursday 9am to 3pm. Staff is continuing to make a concerted effort to be available to the public and contractors for business.

July 8 update: The current YouTube advertisement advising customers not to flush wipes or towels has been viewed by 220,653 people and 24% or 50,759 have viewed the video to completion.

August 12 update: When an employee has been in contact with a known or possible COVID 19 positive patient or been in contact with someone who has been in contact with a confirmed COVID 19 positive patient they will asked to stay home for a 14-day self-quarantine period and will be asked to be tested for COVID 19. If the employee is well enough during the self-quarantine period, they will work from home during this time. As soon as the employee is COVID 19 negative, they will be asked to return to work.

September 9 update: The District's COVID-19 Preparedness and Response Program has been updated through DuAll Safety to include usage of current San Mateo County Health Department signage, updated social distancing protocol (verbiage and links for continuing SIP order), CDC updates on Coronavirus symptoms, addition of cloth face mask and San Mateo County Health guidelines. Training to be scheduled for September with DuAll Safety (by ZOOM) for all current updates. Staff has purchased two disinfecting fog machines to disinfect surfaces in the Admin and Maintenance Buildings, and Operations Building at FERFF. Disinfection of surface are being done weekly.

September 23 update: Two employees are currently out sick and in quarantine due to a possible exposure to COVID-19 per District's protocol memorialized in our August 12, 2020 update (above) "*When an employee has been in contact with a known or possible COVID 19 positive patient or been in contact with someone who has been in contact with a confirmed COVID 19 positive patient they will asked to stay home for a 14-day self-quarantine period and will be asked to be tested for COVID 19.*" Once the

employees test negative for COVID-19, or quarantine for 14 days, they will be allowed back to work.

October 14 update: No updates at this time.

October 28 update: Updated training on the Response Program will be conducted in October. Two office employees were experiencing COVID-19 symptoms and were asked to work from home until test results were available. Both employees tested negative and have returned to work.

November 18 update: Updated training on the Response Program will be conducted on November 16.

December 9 update: The District is following all County of San Mateo increased COVID-19 restrictions and has cancelled our Holiday Luncheon out of an abundance of caution.

January 13, 2021 update: The front office is now limiting customers inside the lobby to no more than one. Others are asked to socially distance outside while they wait. Staff is working on the new COVID-19 Prevention Emergency Temporary Standards regarding prevention and reporting outbreaks.

January 27, 2021 update: The new COVID-19 Prevention Plan is complete and staff will receive training shortly.

February 10, 2021 update: Updated training on the Response Program was provided on February 2.

February 24, 2021 update: District Manager issued COVID-19 Vaccine letter to staff so they may schedule their vaccine on or after February 22, 2021 as part of the Phase 1B.

March 10, 2021 update: To date 7 employees have received at least one vaccine shot and approximately 3 others have received appointments.

March 24, 2021 update: Approximately 10 employees have been vaccinated.

April 14, 2021 update: The front office is back open to the public with limited hours of 9am-3pm Monday thru Friday with one customer being allowed in the lobby at a time. All four front office staff have received their second vaccine. Approximately, 33% of all staff have received one or more vaccine shots.

April 28, 2021 update: Approximately 50% of West Staff has been vaccinated. Effective May 3rd the Administrative staff will begin to work in the office full time, rather than from home, as they were for one to two days per week.

May 12, 2021 update: West Bay staff is back to working in the office full time and we are continuing have the front office opened to the public Monday through Friday. Over 50% of all staff are now vaccinated.

May 26, 2021 update: According to voluntary data, approximately 70% of West Bay staff have been vaccinated. Staff continues to follow Health Department guidelines.

June 9, 2021 update: Staff is following the County and State updates closely as restrictions ease up.

June 23, 2021 update: The District has made no changes to our existing COVID-19 policy but it is currently under review for updates and we are following Cal/OSHA and County of San Mateo requirements.

July 14, 2021 update: Staff is working with legal counsel and Du-All Safety to update the COVID 19 Response Plan. Training will take place in July on the updated plan.

July 28, 2021 update: There is no update since the July 14, 2021 Board meeting.

August 18, 2021 update: There is no further update since the July 14, 2021 Board Meeting.

September 8, 2021 update: The District is considering mandatory vaccination for staff.

September 22, 2021 update: District Manager and Legal Counsel will meet with Teamsters Local 350 to discuss mandatory vaccination.

October 13, 2021 update: There is no further update since the September 22, 2021 Board meeting.

Fiscal Impact

While there has been considerable expense to implementing some of the COVID 19 mitigation measures such as; converting the FERRF office space (approx. \$2,000), purchasing PPE for stock (\$8,000 to \$10,000), Public Outreach (\$10,500), Zoom Meeting Equipment (approx. \$6,000) these expenses were absorbed in the Operating budget. The FY2020-21 Budget could be substantially impacted by the effects of the national COVID 19 response. To date approximately \$5300.00 has been spent in PPE, \$2000.00 in disinfecting equipment, and \$1927.00 in producing and updating the COVID 19 Response Plan.

Recommendation

The District Manager recommends the Board accept this report and provide comments to the District Manager in regards to the report. Additional information may be available at the Board meeting as conditions and responses are rapidly changing throughout the COVID-19 pandemic.

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 13**

To: Board of Directors

From: Sergio Ramirez, District Manager

Subject: Discussion and Direction on the West Bay and Sharon Heights Recycled Water Facility

A discussion will be held on the Sharon Heights Recycled Water Facility and other events related to the recycled water plant. The Board will have opportunity to provide direction to staff and legal counsel.

Recycled Water Facility Production Data:

2020	Treated	Delivered
August	8.8MG	8.2MG
September	8.2MG	5.1MG
October	7.4MG	4.5MG
November	5MG	1.4MG
December	4.7MG	.55MG
2021	Treated	Delivered
January	4.8MG	.23MG
February	4.4MG	.13MG
March	5.9MG	1.8MG
April	8.5MG	7.6MG
May	9.3.MG	8.2MG
June	9.8MG	8.7MG
July	9.5MG	9.1MG
August	9.4MG	9.0MG
September	9.1MG	6.9MG*

*Sharon Heights has substantially tapered off their water usage for this month which is the reason for the large discrepancy between treated and delivered.

The following is a disclosure statement required for any document, written report or brochure prepared in whole or in part pursuant to the Finance Agreement with the State Water Resources Control Board for the West Bay Sanitary District Recycled Water Project - Sharon Heights: *Funding for this project has been provided in full or in part through an agreement with the State Water Resources Control Board. California's Clean Water State Revolving Fund is capitalized through a variety of funding sources, including grants from the United States Environmental Protection Agency and state bond proceeds. The contents of this document do not necessarily reflect the views and policies of the foregoing, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.*

Report to the District Board for the Regular Meeting of October 13, 2021

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 14**

To:*Board of Directors*

From:*Sergio Ramirez, District Manager*

Subject:*Discussion and Direction on the Bayfront Recycled Water Project
and Status Update*

A discussion will be held on the District's Bayfront Recycled Water Projects and other events related to the recycled water projects including financing, environmental review, design/build issues and grant applications.

The Board will have opportunity to provide direction to staff and legal counsel.

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 15**

To: Board of Directors

From: Sergio Ramirez, District Manager

Subject: Report and Discussion on South Bayside Waste Management Authority (SBWMA)

The District's representative to South Bayside Waste Management Authority (SBWMA), President Fran Dehn, will report on any pertinent items regarding SBWMA business.

THIS PAGE LEFT INTENTIONALLY BLANK



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 16**

To: Board of Directors

From: Sergio Ramirez, District Manager

**Subject: Report and Discussion on Silicon Valley Clean Water (SVCW)
Plant**

The District's representative to Silicon Valley Clean Water (SVCW), Commissioner George Otte, will report on pertinent items regarding SVCW Operations, CIP and Finance.

THIS PAGE LEFT INTENTIONALLY BLANK