

1902 - Serving Our Community for 120 Years - 2022
WEST BAY SANITARY DISTRICT
AGENDA OF BUSINESS
REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, AUGUST 10, 2022 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

General Manager

Sergio Ramirez

District General Counsel

Anthony Condotti, Esq.

AGENDA OF BUSINESS

NOTICE OF PUBLIC PARTICIPATION BY TELECONFERENCE or ZOOM ONLY

Pursuant to California Assembly Bill 361, 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, August 10th.

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

<https://us06web.zoom.us/j/85696709083?pwd=YnJBSEFKSEp1czFwRHg2NDRSR0U1Zz09>

Meeting ID: 856 9670 9083 Passcode: 830158

Or by phone, call: 1-669-900-6833 Meeting ID: 856 9670 9083 Passcode: 830158

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. Consent Calendar

Matters listed under this item are considered routine and will be enacted by one motion. The motion, seconds, and vote are applicable to any included resolutions and recorded accordingly. There will be no separate discussion of these items unless specifically requested by a member of the Board.

- A. Approval of Minutes for Regular Meeting July 13, 2022 Pg. 3A-1
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru July 31, 2022 Pg. 3B-1
- C. WBSD Operations and Maintenance Report – July 2022 Pg. 3C-1

- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – July 2022 Pg. 3D-1
 - E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – July 2022 Pg. 3E-1
 - F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361 Pg. 3F-1
 - G. Consider to Approve Resolution of Intention to Annex Certain Territory (1195 Westridge Drive, Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing Pg. 3G-1
 - H. Consider Approving District Treasury Report Fourth Quarter FY 2021-22 Pg. 3H-1
 - I. Bank of the West Monthly Investment Portfolio Statements Pg. 3I-1
4. General Manager’s Report Pg. 4-1
 5. Consider Approval of Contract Change Order No. 2 to Aztec Consultants, Inc. for the New Metal Storage Building Project in Menlo Park, CA Pg. 5-1
 6. Consider Accepting Work by Aztec Consultants, Inc. for the New Metal Storage Building Project and Authorizing General Manager to File the Notice of Completion Pg. 6-1
 7. Consider Authorizing the General Manager to Reissue the Call for Bids for the Bayfront Park Sanitary Sewer Improvement Project 7-1
 8. August 10th, 2022 Update Report on District Response to Corona Virus Pg. 8-1
 9. Discussion and Direction on Sharon Heights Recycled Water Plant Pg. 9-1
 10. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 10-1
 11. Report and Discussion on South Bayside Waste Management Authority (SBWMA) Pg. 11-1
 12. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 12-1
 13. Closed Session
 - A. 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.* –
SMCSC Case No. 18CIV02183
 14. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda
 15. 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.



1902 - Serving Our Community for over 115 Years - 2022

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JULY 13, 2022 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, Kitajima, and Beyer and Tori Thompson by Zoom

Others Present: Jim Fisher – Fisher Compliance, present by Zoom: Rich Laureta – Freyer & Laureta, Eileen McLaughlin – CCCR

2. Communications from the Public: None.

3. Public Hearing: Consider Approving Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for the Fiscal Year 2022/2023

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

Discussion/Comments: None.

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

4. Consider Approving Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for Fiscal Year 2022/2023

Motion to Approve by: Moritz 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 June 22, 2022
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru June 30, 2022
- C. WBSD Operations and Maintenance Report – June 2022

- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – June 2022
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – June 2022
- F. Consider Approval of Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361

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

6. Report and Discussion with Fischer Compliance on the Sewer System Management Plan Five Year Audit

Discussion/Comments: Jim Fisher of Fisher Compliance presented the Sewer System Management Plan Five Year Audit. He presented highlights which included a background, audit procedure, audit findings, District benchmarking report, and conclusions. District Manager Ramirez informed the Board the final draft will come before the Board for consideration in August or September.

7. District Manager's Report

Discussion/Comments: District Manager Ramirez reported that the candidate filing period for the November 2022 election begins on July 18 for both San Mateo and Santa Clara Counties. He also reported the District will be a sponsor of the August 19th Menlo Park concert series at Belle Haven School. He continued to report an offer letter has gone out for the Utility Worker position and recruitment will begin for the Associate Engineer position. District Manager Ramirez informed the Board the annual goals lunch will be on July 20th. He also reminded the Board the next Board meetings are scheduled for July 27th and August 10th. Board consensus was to cancel the August 24th Board meeting. The complete District Manager's written report is in the July 13, 2022 agenda packet.

8. Consider Adoption of Resolution to Approve Amendment #8 to the Agreement for Root Foaming Services with Duke's Root Control Inc., and Authorize the District Manager to Execute Said Amendment

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

Discussion/Comments: District Manager Ramirez reported the new agreement will treat 22.5 miles of sewer pipelines. The root foaming services is budgeted for \$245,000 and the agreement will not exceed \$235,966.90.

9. Consider Authorizing District Manager to enter into an Agreement with Freyer & Laureta, Inc. for Master Plan Request for Proposal Preparation Services

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

Discussion/Comments: District Manager Ramirez reported that a 10-year Master Plan must be prepared and the first step is to send out Request for Proposals (RFP). This agreement would include preparations for the RFPs. He added that the agreement will not exceed \$48,620.

10. Consider Authorizing District Manager to enter into Agreement for Engineering Design Services with Freyer & Laureta Inc. for the Point Repair Sanitary Sewer Improvements Project

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

Discussion/Comments: District Manager Ramirez reported that this agreement includes site surveys and investigation, construction documents and permitting. He went on to report this project contains unique characteristics that include multiple spot repairs and multiple job sites. It also uses both open trench and trenchless repairs and coordination with paving projects are necessary. This design agreement is included in the FY 2022-23 budget in the amount of \$350,000.

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

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

Discussion/Comments: None.

12. July 13th, 2022 Update Report on District Response to Corona Virus

Discussion/Comments: District Manager Ramirez reported General Legal Counsel has reviewed an updated policy which includes requirements for traveling outside the state and return to work testing. President Dehn requested that staff look at San Mateo County Health Department requirements as well.

13. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: District Manager Ramirez reported that 9.8 million gallons a day (MGD) were treated and 8.7 MGD were delivered to the course in June. He also reported the Recycled Water Committee met on July 7th and the District will meet next with Sharon Heights Golf & Country Club on July 21st.

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

Discussion/Comments: District Manager Ramirez reported Meta has agreed to a project management agreement for the project, but has not signed the agreement because of land use issues with the City of Menlo Park for the Willow Village development.

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

Discussion/Comments: President Dehn reported on the SBWMA insurance coverage and reported that SBWMA is looking at options for self-coverage due to the cost of insurance in the open market. She also reported on capital improvement needs at the Shoreway facility.

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

Discussion/Comments: Director Otte reported the MOU has been approved with Brown & Coldwell potable water reuse project.

17. Closed Session

Entered closed session at 8:53 p.m. Left closed session at 9:08 p.m.

- A. 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.* –
SMCSC Case No. 18CIV02183

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

Reportable action: None.

18. Consider Resolution Authorizing the President and Secretary of the District Board to Restate Employment Agreement Between the West Bay Sanitary District And Sergio Ramirez (General Manager)

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

Discussion/Comments: None.

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

Discussion/Comments: None.

19. Adjournment Time: The meeting was adjourned at 9:10 PM



WEST BAY SANITARY DISTRICT
Financial Activity Report
July 2022

Date: *August 10, 2022*

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 of July 2022.

Receipt Summary:

Commercial Deposits	549,005.84
Deposits in Transit	0.00
Credit Cards	3,946.50
Franchise Fees	9,107.68
San Mateo County [Tax Roll]	381,418.13
Other Receipts	113,672.88
Transfers	6,000,000.00
Total Receipts	<u><u>7,057,151.03</u></u>

Withdrawal Summary

Total Checks	268,620.80
Total Corp Cards	15,786.35
Total Bank Wires/ACHs	4,720,018.09
External Withdrawals	<u><u>5,004,425.24</u></u>
Total Internal Bank Transfers	2,202,111.08
Total Withdrawals	<u><u>7,206,536.32</u></u>

Fund **Expenditure Summary by Budget Category**

100	Operations	2,985,971.83
200	Capital	0.00
300	Solid Waste	0.00
500	Recycled Water	90,258.53
800	Silicon Valley Clean Water	4,130,305.96
Expenditures by Fund		<u><u>7,206,536.32</u></u>

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

President _____

Secretary _____

**West Bay Sanitary District
Receipts
July 2022**

RECEIPT NUMBER	RECEIPT DATE	DESCRIPTION	AMOUNT
462551	7/1/2022	Shengyans Wang: 330 Laurel Ave, MP, Permit	290.00
462552	7/5/2022	Sai Zhang: 1051 Menlo Oaks Dr, MP, Permit	290.00
462553	7/5/2022	SHGCC: O&M 7/2022 & SRF Loan Installment #4	109,463.09
462554	7/1/2022	Silicon Valley Clean Water: FEF Usage WBSD FY 2022/23	386,915.00
462555	7/6/2022	Harris Steele: 1200 ROSEFIELD WAY, MP, Permit	65.00
462556	7/6/2022	Benchmark Builders: 2025 Camino Al Lago, MP, Permit	9,188.00
462557	7/6/2022	SMC: SSC FY 2021-22 Final Allocation	381,418.13
462558	7/7/2022	Alert Plumbing: 707 Laurel Ave, MP, Permit	290.00
462559	7/7/2022	Firoz & Zubeda Pradhan: 2010 Avy Ave., MP, Permit	5,024.40
462560	7/8/2022	Thomas James Homes: 1220 Lemon, MP, Permit	170.00
462561	7/7/2022	WBSD: Transfer LAIF to BoW	3,000,000.00
462562	7/8/2022	La Engineering: 35 Edge Rd, Ath, Permit	290.00
462563	7/11/2022	Pacific Peninsula Group: 102 Britton Ave, Ath, Permit	13,202.00
462564	7/11/2022	Glen Gilbert: 840 Coleman Ave, MP, Permit	311.50
462565	7/11/2022	A4 Homes: 19 Berenda Way, PV, Permit	6,240.70
462566	7/11/2022	Diane & David Toole: 250 Alamos Rd, PV Late Charge	72.00
462567	7/11/2022	MD Investments: 886 Portola Rd, PV, SSC 2021-22 & Late Fee	1,399.33
462568	7/13/2022	Homeworx Construction & Plumbing: 3 Surrey Lane, Ath, Conn Fees ADU / Permit	8,467.60
462569	7/19/2022	Town of Woodside: MSA 4/1/22-6/30/22	26,354.46
462570	7/19/2022	Trenchfree/Raul Martinez: 1301 Elder Ave, MP, Permit	65.00
462571	7/20/2022	WBSD: Transfer LAIF to BoW	3,000,000.00
462572	7/21/2022	Real Social Good Investments: 1300 ElCamino Real, MP, Permit	580.00
462573	7/21/2022	Bayshore Plumbers: 5 Hesketh Dr, MP, Permit	290.00
462574	7/15/2022	Recology: Solid Waste Franchise Fees 6/2022	9,107.68
462575	7/26/2022	Town of Los Altos Hills: MSA 5/2022 & 6/2022	91,852.35
462576	7/27/2022	Bayshore Plumbers: 1317 Laurel Street, MP, Permit	290.00
462577	7/27/2022	Mike Valentine: 98 Monte Vista, Ath, Permit	290.00
462578	7/27/2022	H & M Investments: 89 Tallwood Ct, Ath, Permit	290.00
462579	7/27/2022	Primepay: Refund	57.26
462580	7/28/2022	Shoreway Plumbing: 1105 Hidden Oaks Dr, MP, Permit	95.00
462581	7/29/2022	ADP: Refund Federal Taxes PR 7/15/22 (EE Refund 7/21/22)	4,152.53
462582	7/28/2022	Thomas James Homes: 972 Olive St, MP, Permit	170.00
462583	7/28/2022	Bayshore Plumbers: 315 Arbor Rd, MP, Permit	290.00
462584	7/28/2022	Sean Amiri: 1221 Cotton St, MP, Permit	170.00
Total Receipts			<u>\$7,057,151.03</u>

**West Bay Sanitary District
Financial Activity Report
Withdrawals
July 2022**

CHECK	DATE	PAYEE	PURPOSE	AMOUNT
69253	7/7/2022	Michael Chang	Reim Agmt: Andrighetto Conn #18	390.20
69254	7/7/2022	Matheson Tri-Gas, Inc.	Tank Rentals 6/2022	67.28
69255	7/7/2022	Aerzen Usa Corp.	Blowers - Year 1 of 3 - SHGCC	2,400.00
69256	7/7/2022	Bay Alarm	Alarm System Monitoring 7/1/22-10/1/22	3,116.11
69257	7/7/2022	California Water Service	Water Service - Seminary Dr 5/21/22-6/22/22	30.53
69258	7/7/2022	Cintas	Uniform Service 6/29/22	830.06
69259	7/7/2022	Cleanserv Universal Services	Janitorial Service 7/2022	1,075.00
69260	7/7/2022	Dolphin Graphics	WQ Polo Shirt & Jackets 4/2022	140.49
69261	7/7/2022	Navia Benefit Solutions	Commuter & FSA Monthly Fee 6/2022	125.00
69262	7/7/2022	Grainger	Battery Charger, WBSD Vehicles Recycled Water Connectors & Safety Bear	1,254.24
69263	7/7/2022	Kimball Midwest	Electrical Connector Stock 3/2022	1,682.45
69264	7/7/2022	Harben California	Unit 220: New Control Panel 6/2022	456.68
69265	7/7/2022	Home Depot Credit Services	Operating Material 6/2022	420.02
69266	7/7/2022	IEDA	Consulting Fees 7/2022	814.00
69267	7/7/2022	Kone Pasadena	Elevator Maintenance 7/2022	298.69
69268	7/7/2022	Abila	Abila MIP Software Maintenance FY 2022-23	4,952.07
69269	7/7/2022	Ogasawara Landscape Maint.	Landscape Services 6/2022	700.00
69271	7/7/2022	Pacific Gas & Electric	Electric Service - May-June 2022	25,376.27
69272	7/7/2022	Preferred Alliance	Admin Fees for DOT testing 5/2022	370.26
69273	7/7/2022	Principal Life Insurance	Employee Benefits 7/2022	6,146.99
69274	7/7/2022	County Of San Mateo - LAFCO	SMC LAFCO Contribution FY 2022-23	22,323.00
69275	7/7/2022	Seekzen Systems	IT Consulting Services 6/2022	7,975.00
69276	7/7/2022	Sharp Business Systems	Monthly Lease for Copiers 7/2022	1,142.15
69277	7/7/2022	TPX Communications	District VoIP & Fiber Service 7/2022	3,098.86
69278	7/7/2022	Teamsters Local No. 350	Union Dues 7/2022	930.00
69279	7/7/2022	Verizon Wireless	Internet 6/2/22-7/1/22	65.16
69280	7/7/2022	Weco Industries	Tools 4/2022	2,870.87
69282	7/14/2022	Alpha Analytical Laboratories	Daily Coliform Samples 6/2022	1,090.00
69283	7/14/2022	Veolia Water North America	Water Service - 1805 Purdue Ave 6/2/22-7/1/22	46.77
69284	7/14/2022	ReadyRefresh By Nestle	Water Delivery 6/2022	145.79
69285	7/14/2022	Calpers Long-Term Care Program	LTC Withholding 7/1/22-7/15/22	53.76
69286	7/14/2022	Core & Main	10 ARC Couplers, 6 Clay Pipe and 6x4 Wye's 6/2022	1,868.70
69287	7/14/2022	Du-All Safety, LLC	Safety Maintenance Contract 6/2022	1,800.00
69288	7/14/2022	Federal Express	Shipping Charges 6/29/2022	45.42
69289	7/14/2022	Navia Benefit Solutions	FSA Contributions PR 7/15/22	631.93
69290	7/14/2022	Governmentjobs.Com, Inc	NeoGov Renewal FY 2022-23	4,479.01
69291	7/14/2022	Grainger	Misc. Parts & Supplies & Small Tools 6/2022	1,460.96
69292	7/14/2022	Hadronex, Inc.	Smartcover Warranty Package 7/1/22-6/30/23	39,886.64
69293	7/14/2022	Hach Company	Flo Dar Maintenance & Reporting 7/2022	12,993.75
69294	7/14/2022	City Of Menlo Park - Water	Water Service - May-June 2022	103.79
69295	7/14/2022	Morse Hydraulics	Unit 215 Repair 5/2022	46.07
69296	7/14/2022	Napa Auto Parts	Unit 202 Front Brake Job 6/2022	20.87
69297	7/14/2022	Occupational Health Centers	Health Screening L.Marquez 6/28/22	67.00
69298	7/14/2022	Pacific Gas & Electric	Electric Service - Georgia Ln 5/31/22-6/28/22	494.78
69299	7/14/2022	Recology Peninsula Services	2yd Bin Weekly - SHGCC 6/2022	249.39
69300	7/14/2022	County Of San Mateo	LSSA Recording Fee: 178 Hillside Ave, MP	20.00
69301	7/14/2022	County Of San Mateo	LSSA Recording Fee: 2087 Mills Ave, MP	20.00
69302	7/14/2022	County Of San Mateo	LSSA Recording Fee: 1200 Rosefield Way, MP	20.00
69303	7/14/2022	Sensera Systems	Sensera Site Cloud Service 2/2022	2,148.00
69304	7/14/2022	Teletrac Navman US	Vehicle GPS May & July 2022	543.92
69305	7/14/2022	Young's Auto Supply Center	Auto Parts For District Vehicles 6/20/22	603.47
69306	7/21/2022	ReadyRefresh By Nestle	Water Delivery - 6/11/22-7/10/22	8.99
69307	7/21/2022	Battery Junction Wholesale	Rayovac Alkaline 6V Lantern Battery (48) 7/2022	788.31
69308	7/21/2022	California Water Service	Water Service - June-July 2022	110.37
69309	7/21/2022	Federal Express	Shipping Charges 7/5/2022	189.68
69310	7/21/2022	City Of Menlo Park - Water	Water Service - Laurel St 6/3/22-7/8/22	1,183.83
69311	7/21/2022	R.A. Nosek Investigations	Background Check for New Hire - 7/2022	295.00
69312	7/21/2022	Occupational Health Centers	Health Screenings - 7/1/22	67.00
69313	7/21/2022	Pacific Gas & Electric	Electric Service - Los Trancos Rd 6/14/22-7/14/22	230.00
69314	7/21/2022	Rupert Sandoval	Office of Water Programs - California State University	50.00
69315	7/21/2022	San Mateo County Health	SMC Env Health Permits (3)	954.00
69316	7/21/2022	Silicon Valley Clean Water	Total Coliform Samples - Weekend - SHGCC 5/1/22 - 7/1/22	1,050.00

**West Bay Sanitary District
Financial Activity Report
Withdrawals
July 2022**

69317	7/21/2022	Staples Credit Plan	Office Supplies & Ink June-July 2022	832.34
69318	7/21/2022	Vision Communications Co.	Radio Air Time 7/2022	724.13
69319	7/21/2022	Woodard & Curran	Avy PS CEQA - Jan & May 2022	32,604.94
69320	7/28/2022	AT&T	Telephone 6/13/22-7/12/22	1,158.13
69321	7/28/2022	Airgas Usa, LLC	Tank Rentals 6/2022	48.00
69323	7/28/2022	Alpha Analytical Laboratories	Daily Coliform Samples - SHGCC-RWF - Mar, May, June, July 2022	670.00
69324	7/28/2022	Atchison, Barisone & Condotti	Legal Services 6/2022	14,379.70
69325	7/28/2022	Bay Area Barricade Service Inc	Traffic Control Sign Stands and Sign Brace Clamps 7/2022	1,936.33
69326	7/28/2022	Bayside Equipment Company	Generator Service & Repair - Laurel St 7/2022	254.17
69327	7/28/2022	CWEA	CWEA ECI Certification Renewal R.Sandoval 7/2022	91.00
69328	7/28/2022	CSRMA C/O Alliant Insurance	Vehicle Program FY 2022-23	11,953.00
69329	7/28/2022	California Water Service	Water Service - June-July 2022	2,790.46
69330	7/28/2022	CalPERS Long-Term Care Program	LTC Withholding 7/16/22-7/31/22	53.76
69331	7/28/2022	Cintas	Uniform Service July 2022	3,544.03
69332	7/28/2022	Comcast	Internet - July-Aug 2022	570.90
69333	7/28/2022	Dolphin Graphics	West Bay Apparel 7/2022	144.29
69334	7/28/2022	The Almanac	Public Notices 6/2022	1,452.00
69335	7/28/2022	Navia Benefit Solutions	FSA Contributions PR 7/29/22	631.93
69336	7/28/2022	Grainger	Misc Parts & Supplies 7/2022	951.60
69337	7/28/2022	City Of Menlo Park-Fuel	Fuel: District Vehicles 6/2022	15,740.49
69338	7/28/2022	Quadient Leasing Usa, Inc.	Postage Meter Lease 8/10/22-11/9/22	268.51
69339	7/28/2022	Occupational Health Centers	Health Screenings - 7/8/22	255.00
69340	7/28/2022	Ogasawara Landscape Maint.	Landscape Maintenance 7/2022	700.00
69341	7/28/2022	Pacific Gas & Electric	Electric Service - June-July 2022	1,834.15
69342	7/28/2022	Charles A. Planje	Plant Operator Coverage - June 2022	1,584.00
69343	7/28/2022	Preferred Alliance	Admin Fees for DOT testing 6/2022	244.26
69344	7/28/2022	Redwood City	Dump Truck & Trailer: Vehicle Service 5/2022	1,713.78
69345	7/28/2022	Redwood General Tire Co., Inc.	Unit 208: (2) Tires; Unit 210: Tire Repair 6/2022	779.13
69346	7/28/2022	Robert J. Scheidt	Goals Luncheon 7/20/22	446.03
69347	7/28/2022	Telstar Instruments, Inc.	Flow Meter Calibrations - SHGCC RW Facility 7/19/22	2,934.00
69348	7/28/2022	Towne Ford	Unit 206 & 208: Vehicle Repair 7/2022	3,259.51
69349	7/28/2022	Verizon Wireless	District Cellphones 6/16/22-7/15/22	1,252.65
				268,620.80

Corporate Cards:

GL	DATE	Account Number & Name	Description	Amount
54020	7/25/2022	Employee Benefits	Employee Wellness Program: Peloton Bike & Subscription	1,823.47
54028	7/25/2022	Commuter Benefits	FastTrak: Commuter Benefits	1,150.00
54061	7/25/2022	Gas & Diesel Vehicles	Unit 202: Fuel	90.25
54080	7/25/2022	Memberships	CWEA Memberships & Google Camera Annual Subscription	626.00
54091	7/25/2022	Stationary and Office Supplies	Office Supplies	877.64
54101	7/25/2022	Ops Supplies & Materials	Rehab: Concrete-Pallet	219.67
54103	7/25/2022	Vehicle & Equipment Supplies	Recycled Water Truck Equipment	98.49
54105	7/25/2022	Pump Station Parts & Supplies	Metering Pumps & Wheel Kits	599.63
54125	7/25/2022	Health Screening & Testing	Rapid Covid Test	109.00
54129	7/25/2022	Recruitment	Recruiting Lunch	201.43
54151	7/25/2022	Fleet/Vehicle R&M	Unit 225: Transmission & Unit 206: Oil Change	1,962.25
54157	7/25/2022	Building Repairs & Maint.	SHGCC-RWF: Hoses	296.53
54158	7/25/2022	Computer Software R & M	Log Me In, Duo, Zoom: Monthly Subscriptions	448.80
54159	7/25/2022	Computer Hardware R & M	Apple 60W Magsafe Adapter	95.41
54173	7/25/2022	Dept Training & EE Development	TPC Training Class	1,195.00
54174	7/25/2022	Mgmt Conf. & District Meetings	Recruiting, Meetings, Goals Luncheon Reservation	537.30
54175	7/25/2022	CWEA Conf/Section Mtgs	CWEA: Collection Systems Summer Meeting	60.00
54176	7/25/2022	Business Meetings	General Manager Meetings	141.28
54203	7/25/2022	Licenses & Permits	City of MP: Encroachment Permits & Annual Hazmat Permits	4,694.20
54207	7/25/2022	Vallombrosa Center	On Call Lodging	560.00
Statement	5/28/2022	Bank of the West - Credit Cards		15,786.35

**West Bay Sanitary District
Financial Activity Report
Withdrawals
July 2022**

Bank Transfers:

DATE	PAYEE	PURPOSE	AMOUNT
7/1/2022	CalPERS	Retirement Contributions PR 6/17/2022	23,660.02
7/1/2022	CalPERS	1959 Survivor Billing Contributions	1,677.90
7/1/2022	PrimePay	Employee Payroll & Board of Director Fees - Check Date: 7/1/2022	112,412.99
7/1/2022	PrimePay	Payroll Taxes	33,444.96
7/1/2022	ICMA	Deferred Compensation	9,467.35
7/5/2022	NeoPost	Postage	300.00
7/5/2022	PayTrace	Credit Card Processing Fees	720.13
7/6/2022	SVCW	SVCW Monthly Operating Contribution	591,557.00
7/7/2022	CalPERS	Retirement Contributions PR 7/1/2022	23,667.62
7/11/2022	PrimePay	PrimePay Fees	622.60
7/11/2022	CalPERS	Health Premiums - June	55,063.41
7/15/2022	ADP	Employee Payroll - Check Date: 7/15/2022	107,398.64
7/15/2022	ADP	Payroll Taxes	31,494.53
7/15/2022	ICMA	Deferred Compensation	9,481.38
7/20/2022	Bank of the West	Bank Fees	270.97
7/22/2022	ADP	ADP Fees	280.00
7/22/2022	ADP	Employee Payroll - Check Date 7/21/22	5,881.92
7/25/2022	CalPERS	Unfunded Accrued Liability FY 2022-23	10,690.00
7/25/2022	Zions Bank	SVCW 2018 Bonds	1,229,792.20
7/25/2022	Zions Bank	SVCW 2021 A-B Bonds	2,308,956.76
7/28/2022	ADP	ADP-Wage Garnishment	1,030.20
7/28/2022	ADP	Employee Payroll - Check Date: 7/29/2022	123,970.62
7/29/2022	ADP	Payroll Taxes	28,537.01
7/29/2022	ADP	Payroll Taxes	28.28
7/29/2022	ADP	ADP Fees	255.00
7/29/2022	ICMA	Deferred Compensation	9,206.60
7/29/2022	PrimePay	PrimePay Fees	150.00
Bank Wires/ACHs from BofW Checking			4,720,018.09

Internal Bank Transfers:

DATE	PAYEE	PURPOSE	AMOUNT
7/7/2022	WBSD Reserves	Transfer to Treatment Plant Reserve	2,202,111.08
Bank Transfers from BofW Checking			2,202,111.08

Summaries:

Withdrawal Summary

Total Checks	268,620.80
Total Corp Card	15,786.35
Total Bank Wires / ACHs	4,720,018.09
Total Internal Bank Transfers	2,202,111.08
Total Withdrawals	7,206,536.32

**West Bay Sanitary District
Expenditures By Vendor
7/01/2022 to 07/31/2022**

Withdrawals	Total by Vendor YTD FY 2022-23	Withdrawals July 2022
Abila	4,952.07	4,952.07
ADP Fees	535.00	535.00
ADP-Wage Garnishment	1,030.20	1,030.20
Aerzen USA Corp.	2,400.00	2,400.00
Airgas Usa, LLC	48.00	48.00
The Almanac	1,452.00	1,452.00
Alpha Analytical Laboratories	1,760.00	1,760.00
AT&T	1,158.13	1,158.13
Atchison, Barisone & Condotti	14,379.70	14,379.70
Bank of the West - Credit Cards	15,786.35	15,786.35
Bank of the West	270.97	270.97
Battery Junction Wholesale	788.31	788.31
Bay Alarm	3,116.11	3,116.11
Bay Area Barricade Service Inc	1,936.33	1,936.33
Bayside Equipment Company	254.17	254.17
CA Dept Of Tax & Fee Admin	-	-
CASA	-	-
CA State Disbursement Unit	-	-
California Water Service	2,931.36	2,931.36
CalPERS - Actuary Fee	-	-
CalPERS - Admin Fees	-	-
CalPERS - Unfunded Accrued Liability	10,690.00	10,690.00
CalPERS - GASB Fee	-	-
CalPERS - Retirement	47,327.64	47,327.64
CalPERS - Health Premiums	55,063.41	55,063.41
CalPERS - 1959 Survivor Billing	1,677.90	1,677.90
Calpers Long-Term Care Program	107.52	107.52
Michael Chang	390.20	390.20
Cintas	4,374.09	4,374.09
City of Menlo Park	-	-
City of Menlo Park-Fuel	15,740.49	15,740.49
City of Menlo Park - Water	1,287.62	1,287.62
Cleanserv Universal Services	1,075.00	1,075.00
Comcast	570.90	570.90
Core & Main	1,868.70	1,868.70
CSRMA c/o Alliant Insurance	11,953.00	11,953.00
CWEA	91.00	91.00
Dolphin Graphics	284.78	284.78
Du-All Safety, LLC	1,800.00	1,800.00
Federal Express	235.10	235.10
Governmentjobs.Com, Inc	4,479.01	4,479.01
Grainger	3,666.80	3,666.80
Hach Company	12,993.75	12,993.75
Hadronex, Inc.	39,886.64	39,886.64
Harben California	456.68	456.68
Home Depot Credit Services	420.02	420.02
ICMA	28,155.33	28,155.33
IEDA	814.00	814.00
Kimball Midwest	1,682.45	1,682.45
Kone Pasadena	298.69	298.69
Matheson Tri-Gas, Inc.	67.28	67.28
Morse Hydraulics	46.07	46.07
Napa Auto Parts	20.87	20.87
Navia Benefit Solutions	1,388.86	1,388.86
NeoPost	300.00	300.00
Occupational Health Centers	389.00	389.00
Ogasawara Landscape Maint.	1,400.00	1,400.00
Pacific Gas & Electric	27,935.20	27,935.20
Paytrace	720.13	720.13
Charles A. Planje	1,584.00	1,584.00
Preferred Alliance	614.52	614.52
PrimePay Fees	772.60	772.60
Principal Life Insurance	6,146.99	6,146.99
Quadient Leasing USA, Inc.	268.51	268.51

**West Bay Sanitary District
Expenditures By Vendor
7/01/2022 to 07/31/2022**

Withdrawals	Total by Vendor YTD FY 2022-23	Withdrawals July 2022
R.A. Nosek Investigations	295.00	295.00
Readyrefresh By Nestle	154.78	154.78
Recology Peninsula Services	249.39	249.39
Redwood General Tire Co., Inc.	779.13	779.13
Redwood City	1,713.78	1,713.78
SVCW - Monthly Operating Contribution	591,557.00	591,557.00
SVCW 2018 Bonds	1,229,792.20	1,229,792.20
SVCW 2021 A-B Bonds	2,308,956.76	2,308,956.76
SVCW - SRF Debt	-	-
Silicon Valley Clean Water	1,050.00	1,050.00
Rupert Sandoval	50.00	50.00
County of San Mateo	60.00	60.00
San Mateo County Assessor	-	-
San Mateo County Tax Collector	-	-
San Mateo County Health	954.00	954.00
County of San Mateo - LAFCO	22,323.00	22,323.00
County of Santa Clara	-	-
Robert J. Scheidt	446.03	446.03
Seekzen Systems	7,975.00	7,975.00
Sensera Systems	2,148.00	2,148.00
Sharp Business Systems	1,142.15	1,142.15
Staples Credit Plan	832.34	832.34
TPX Communications	3,098.86	3,098.86
Teamsters Local No. 350	930.00	930.00
Teletrac Navman US	543.92	543.92
Telstar Instruments, Inc.	2,934.00	2,934.00
Towne Ford	3,259.51	3,259.51
Veolia Water North America	46.77	46.77
Verizon Wireless	1,317.81	1,317.81
Vision Communications Co.	724.13	724.13
Weco Industries	2,870.87	2,870.87
Woodard & Curran	32,604.94	32,604.94
Young's Auto Supply Center	603.47	603.47
Total Vendor Withdrawals	4,561,256.29	4,561,256.29
Wages & Payroll Taxes		
Salaries/Wages - Net Pay	346,414.17	346,414.17
Directors Fees - Net Pay	3,250.00	3,250.00
Payroll Taxes	93,504.78	93,504.78
Performance Merit Program - Net Pay	-	-
Total Payroll	443,168.95	443,168.95
Total External Withdrawals	5,004,425.24	5,004,425.24
WBSD Transfers:		
WBSD LAIF Account	-	-
WBSD Investment Accounts	2,202,111.08	2,202,111.08
Public Agency Retirement Services	-	-
Other Transfers	-	-
Total Transfers	2,202,111.08	2,202,111.08
Total Withdrawals	7,206,536.32	7,206,536.32

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 3C**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

Subject: WBSD Operations and Maintenance Report – July 2022

Month	Basin PM Pipe Clean- ing	High Freq. PM Pipe Clean- ing	Un- Sche. Pipe Clean- ing	WBSD CCTV Insp.	Pipe Patch Repairs	Open Trench Repairs	Pump Sta. PM	Pump Sta. Unsch. Repairs	SSO	SSO	Service Calls- Unit 208			
	Miles	Miles	Miles	Miles	Qty.	Qty.	Qty.	Qty.	Cat. 1	Cat. 2&3s	Call Outs	Sch PM	Unsch. PM	USA's
January	9.4	4.8	0.1	0.7	3	3	64	0	0	0	83	10	1	164
February	10.2	7.3	1.2	2.8	3	10		0	0	0	76	5	0	165
March	14.5	0.2	0.3	2.8	3	12	63	0	0	0	84	14	0	225
April	17.3	3.8	0.5	2.7	6	8	63	0	0	1	48	9	0	224
May	7.3	8.6	0.5	3.4	6	11	60	0	0	0	47	6	1	193
June	17.2	0.3	0.5	2.1	16	9	73	0	0	0	46	14	0	234
July	7.4	5.3	0.8	2.5	7	7	68	0	0	0	78	6	0	266
August														
Sept.														
* Oct.														
Nov.														
Dec														
Yr to date	83.3	30.3	3.9	17.0	44	60	391	0	0	1	462	64	2	1471
2022 Goals	120.0	50.0	n/a	45-50	50-65	90	n/a	<10	0-2	5-Mar	n/a	n/a	n/a	n/a
2021 Results	*123	*50	8.6	**46	**55	91	834	2	0	4-Jan	944	n/a	n/a	2294
2020 Results	134.2	51.0	8.4	29.6	72	85	754	6	0	0	1012	89	5	2362
2019 Results	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	52	6	25	66	97	1265	8	2	3	700	178	61	3218
* = Including TOW														
**= Including LAH and TOW														

Report to the District Board for the Regular Meeting of August 10, 2022

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 3D**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

Subject: Town of Los Altos Hills - Operations and Maintenance Report for Work Performed by WBSD – July 2022

Town of Los Altos Hills O & M Report 22/23									
Month	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
Temp Help	Miles	Miles	Miles	Miles	Qty.	Qty.	Cat. 1	Cat. 2&3s	Call Outs
January	0.1	0.7	0.0	1.7	5	0	0	0	0
February	1.2	0.2	0.2	1.1	5	0	0	1	0
March	1.5	0.3	0.1	1.3	5	0	0	0	0
April	0.0	1.6	0.3	0.0	4	0	0	0	0
May	1.5	1.6	0.0	0.8	4	0	0	0	0
June	3.0	0.5	0.1	0.5	4	0	0	0	0
July	1.2	0.5	0.0	0.9	9	0	0	0	0
*August 21	0.1	1.1	0.0	0.9	4	0	0	1	0
Sept.	1.6	1.3	0.1	0.9	4	0	0	0	0
Oct.	1.1	1.1	0.4	0.7	4	0	0	0	0
Nov.	0.4	1.3	0.0	1.1	4	0	0	1	1
Dec	0.5	0.7	0.5	0.1	4	0	0	0	0
** Yr to date	12.2	10.9	1.7	10.0	56	0	0	3	1
FY21/22Goals	13	16.8	n/a	9.3	52	n/a	n/a	n/a	n/a

* = August- Start of Contract

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 3E**

To: Board of Directors

From: Bob Hulsmann, Operations Superintendent

Subject: Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – July 2022



Yearly Summary Report

7/25/2022
1:37 PM

Dates Between 8/1/2021 and 7/31/2022

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	0.2	0.0	0.0	8	0.0	0.0	0.0	1.0
April	0.00	0.0	0.0	1.1	10	0.0	0.0	0.0	0.0
May	0.00	0.0	0.0	0.0	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	8	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	8	0.0	0.0	0.0	0.0
December	4.43	0.0	0.0	0.0	10	0.0	0.0	0.0	0.0
Totals	4.62	0.8	0.0	1.1	107	0.0	0.0	0.0	1.0

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M E M O R A N D U M

October 22, 2021

TO: Board of Directors, West Bay Sanitary District

FROM: Tony Condotti, District Legal Counsel

RE: Resolution Authorizing District to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361

RECOMMENDATION: Adopt resolution authorizing District to continue the use of teleconferenced meetings pursuant to Assembly Bill 361.

BACKGROUND: On March 4, 2020, Governor Newsom issued a proclamation of State of Emergency in response to the developing COVID-19 pandemic. Due to the continued spread of the virus, the Governor issued Executive Order N-29-20 on March 17, 2020, which included a provision authorizing suspensions to the Ralph M. Brown Act's ("Brown Act") teleconferencing rules in order to facilitate virtual meetings while public health orders were in place.

On June 11, 2021, the Governor issued Executive Order N-08-21, which provided that the Brown Act teleconferencing suspensions would expire after September 30, 2021. On September 16, 2021, the Governor signed Assembly Bill 361 ("AB 361"), an urgency measure taking effect immediately, which amended the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology provided certain conditions are met.

DISCUSSION: AB 361 allows for teleconferenced meetings during a declared State of Emergency, as defined under the California Emergency Services Act, if one of the following circumstances apply: (1) State of local officials have imposed or recommended measures to promote social distancing; (2) The legislative body is meeting to determine whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or (3) The legislative body has determined that, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees.¹

The Governor's March 4, 2020 proclamation of State of Emergency is still in effect. Measures continue to exist that impose and recommend measures to promote social distancing. The California Department of Public Health recommends that individuals wear masks in indoor

¹ Cal. Gov't Code § 54953(e)(1)(A)-(C)

public settings.² Additionally, San Mateo County requires that face coverings continue to be worn in indoor settings for all individuals in the County.³

Moreover, in recent months, the highly transmissible delta variant has caused increases in positive cases and hospitalizations locally and throughout the State. According to the CDC, community transmission of COVID-19 in San Mateo County is moderate, however the nature of the pandemic is unpredictable and transmission rates have the potential to rise quickly. As such, holding meetings in person would present imminent risks to the health or safety of attendees due to the continued spread of COVID-19.

To continue teleconferenced meetings under AB 361, the Board of Directors will need to declare every thirty (30) days that it has reconsidered the circumstances of the State of Emergency and either (1) the State of Emergency continues to directly impact the ability of the members to meet safely in person; or (2) State or local health officials continue to impose or recommend measures to promote social distancing.⁴

FISCAL IMPACT: No significant fiscal impact.

² See CDPH, *Guidance for the Use of Face Coverings* (July 28, 2021), <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>.

³ See <https://cmo.smcgov.org/press-release/oct-7-2021-bay-area-health-officers-issue-criteria-lifting-covid-19-indoor-masking>.

⁴ Cal. Gov't Code § 54953(e)(3).

RESOLUTION NO. _____ (2022)

**IN THE DISTRICT BOARD OF THE WEST BAY SANITARY DISTRICT
COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

**A Resolution of the District Board of the West Bay Sanitary District
Authorizing Remote Teleconference Meeting of the Legislative Bodies of the
West Bay Sanitary District Pursuant to Brown Act Provisions**

The Board of Directors of the West Bay Sanitary District (“Agency”) does resolve as follows:

WHEREAS, the West Bay Sanitary District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of West Bay Sanitary District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government code Section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 which provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act, provided that a State of Emergency is declared by the Governor pursuant to Government Code section 8625, and either state or local officials have imposed or recommended measures to promote social distancing, or the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, the State of Emergency proclaimed by the Governor on March 4, 2020 remains in effect; and,

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, other variants of COVID-19 exist, and it is unknown at this time whether other variants may result in a new surge in COVID-19 cases; and,

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

WHEREAS, San Mateo County currently has a Community Transmission metric of “moderate” which indicates an elevated risk of transmission;

WHEREAS, due to the seriousness of the current pandemic situation, the CDPH has required that all unvaccinated persons wear facial coverings indoors, and the CDC and CDPH recommend that all persons, regardless of vaccination status, wear facial coverings indoors; and,

WHEREAS, the Board of Directors is empowered to take actions necessary to protect public, health, welfare and safety within the region; and,

WHEREAS, the District has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of the Board of Directors and other District committees; and,

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Board of Directors deems it necessary to find that meeting in person for meetings of the Board of Directors and District committees and subcommittees would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing as provided in subdivision (e) of Government Code section 54953; and

WHEREAS, all teleconferenced meetings of the District Board of Directors and related committees or subcommittees shall comply with the requirements to provide the public with access to meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953;

WHEREAS, State of California and County of San Mateo health officials recommend various social distancing measures, including wearing mask indoors and limiting occupancies at meeting locations; and

WHEREAS, the Board of Directors does hereby find and determine that the above conditions create a heightened risk to the health and safety of attendees; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the West Bay Sanitary District does hereby resolve as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Board of Directors finds that as a result of the ongoing proclaimed State of Emergency in California due to the COVID-19 pandemic, and COVID-19's continued spread, holding in person meetings of District legislative bodies would present imminent risks to the health or safety of attendees

Section 3. The General Manager and legislative bodies of West Bay Sanitary District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 4. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) thirty days from its adoption, or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of West Bay Sanitary District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the District Board of the West Bay Sanitary District at a regular meeting thereof held on 10th day of August, 2022, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 3G**

To: Board of Directors

From: Bill Kitajima, Projects & IT Manager

Subject: Consider to Approve Resolution of Intention to Annex Certain Territory (1195 Westridge Dr. Portola Valley) to the West Bay Sanitary District On-Site Wastewater Disposal Zone and to Establish the Date and Time of Public Hearing

Background

This property will utilize a septic tank effluent pump (STEP) system; consequently this property must be annexed into the District's On-Site Wastewater Disposal Zone. The proponent shall be required to install a STEP system that will connect to the existing force main on Westridge Drive.

Notice of the Public Hearing is required in accordance with the Government Code and during the notice period, staff shall seek written approval for the proposed annexation from all affected agencies.

Analysis

During the notice period staff shall work with the proponent to obtain design, easement and other approvals, which shall be presented to the Board when the Class 3 Permit is issued.

Fiscal Impact

None.

Recommendation

The Projects and IT Manager recommends that the District Board adopt the attached Resolution of Intention to Annex Certain Territory to the West Bay Sanitary District On-Site Wastewater Disposal Zone and request October 12, 2022 as the date of the public hearing.

Attachments: Resolution
Exhibit A – Plat & Legal
Exhibit B – Site Map
Exhibit C - LAFCo Certificate of Completion

RESOLUTION NO. _____(2022)

**RESOLUTION OF INTENTION TO ANNEX CERTAIN TERRITORY TO THE WEST BAY
SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE**

Lands of Kaveh

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

A. This Resolution of Intention is adopted pursuant to the District's "Zone Master Annexation Resolution" ("ZOMAR"), which was adopted by the District Board August 12, 1996. The provisions of ZOMAR are incorporated by reference into this Resolution of Intention.

B. The District has received an application to annex a parcel of real property (the "Parcel") to the District's On-Site Wastewater Disposal Zone (the "Zone"). The Parcel is described in Exhibit "A" attached to this Resolution of Intention and the description contained in the Exhibits are incorporated by reference. The name and address of the applicants and the number, type, volume and location of on-site wastewater disposal systems which are proposed to operate on the parcels to be annexed are described in Exhibit "B" attached to this Resolution of Intention and the information contained in the Exhibit are incorporated by reference.

C. The applicants have demonstrated to the satisfaction of the District Board that the Parcel constitutes "real property" for the purposes of Section 2(b) of ZOMAR in that:

- All of the conditions described in Subsections i., ii., iii., iv. and v. of ZOMAR Section 2(b) are satisfied; or

- Other conditions exist which demonstrate that the Parcel will benefit directly or indirectly from the activities of the Zone. If applicable, those conditions are also set forth in Exhibit "B" and are incorporated by reference.

- D. All of the conditions and requirements of ZOMAR Sections 2(a), 2(c), 2(d) and 2(e) have been fully satisfied.

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the District Board as follows:

1. It is the intention of the District Board to annex the Parcel to the Zone pursuant to the provisions of ZOMAR and applicable provisions of law.

2. In conjunction with a meeting of the District Board to be duly and regularly called and conducted, the Board will conduct a Public Hearing for the purpose of considering all matters pertaining to this Resolution of Intention.

The time, date and place of the Public Hearing are:

Date: October 12, 2022
Time: 7:00 PM
Place: West Bay Sanitary District Offices
500 Laurel Street
Menlo Park, CA 94025

& via Zoom

At the Public Hearing, all interested persons will be heard.

3. This Resolution of Intention shall be published and copies shall be delivered to the persons and entities as specified in ZOMAR Section 2(e)(i.).
4. A true copy of this Resolution of Intention shall promptly be filed for record in the office of the County Recorder of the County of San Mateo.
5. The District Manager shall cause the matters set forth in Sections 3 and 4 of this Resolution of Intention to be completed as directed.

Passed and adopted by the District Board of the West Bay Sanitary District at a regular meeting thereof held on the 10th day of August, 2022 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

EXHIBIT "A"
LEGAL DESCRIPTION
FOR
ANNEXATION TO WEST BAY SANITARY DISTRICT
LANDS OF FARROKH KAVEH AND SOHAILA KAVEH
1195 WESTRIDGE DRIVE, PORTOLA VALLEY, CA
APN 077-022-050

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

EXHIBIT 4 PAGE 1 OF 2

ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE TOWN OF PORTOLA VALLEY, COUNTY OF SAN MATEO, STATE OF CALIFORNIA;

BEING ALL OF LOT 1 IN BLOCK 3, AS DESIGNATED ON THE MAP ENTITLED "TRACT NO. 761 ARROWHEAD MEADOWS UNIT NO. 2 BEING A PORTION OF THE RANCHO EL CORTE MADERA SAN MATEO COUNTY, CALIFORNIA", WHICH MAP WAS 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 AND 49, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST EASTERLY CORNER OF LOT 1, ALSO BEING NORTHWESTERLY CORNER OF LOT 5, AND ALSO BEING THE EXISTING WEST BAY SANITARY DISTRICT BOUNDARY; THENCE ALONG THE SOUTHERLY LINE OF SAID LOT 1, (1) NORTH 90°00'00" WEST 490.00 FEET TO SOUTHWEST CORNER OF SAID LOT 1;

THENCE LEAVING THE SOUTHERLY LINE OF SAID LOT 1 AND ALONG SOUTHWESTERLY LINE OF SAID LOT, (2) NORTH 51°00'00" WEST 30.00 FEET TO THE BEGINNING OF A TANGENT CURVE TO THE RIGHT;

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CONTAINING 2.03 ACRES, MORE OR LESS.

SEE EXHIBIT "B" FOR THE ACCOMPANYING PLAT, ATTACHED HERETO AND MADE A PART HEREOF.

PREPARED BY, OR UNDER THE SUPERVISION OF WAAN CHUI.



PREPARED ON JUNE 2, 2022
LC ENGINEERING

A handwritten signature in black ink that reads "Waan Chui".

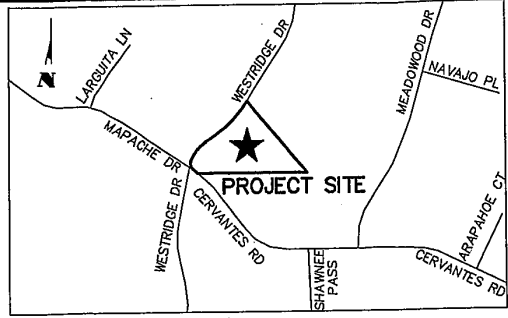
H. W. CHUI RCE NO. 32912
EXPIRATION DATE 06/30/2024

LC ENGINEERING
598 E Santa Clara St, Suite 270, San Jose, CA 95112

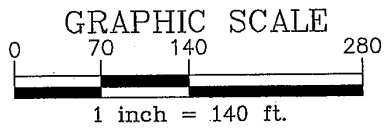
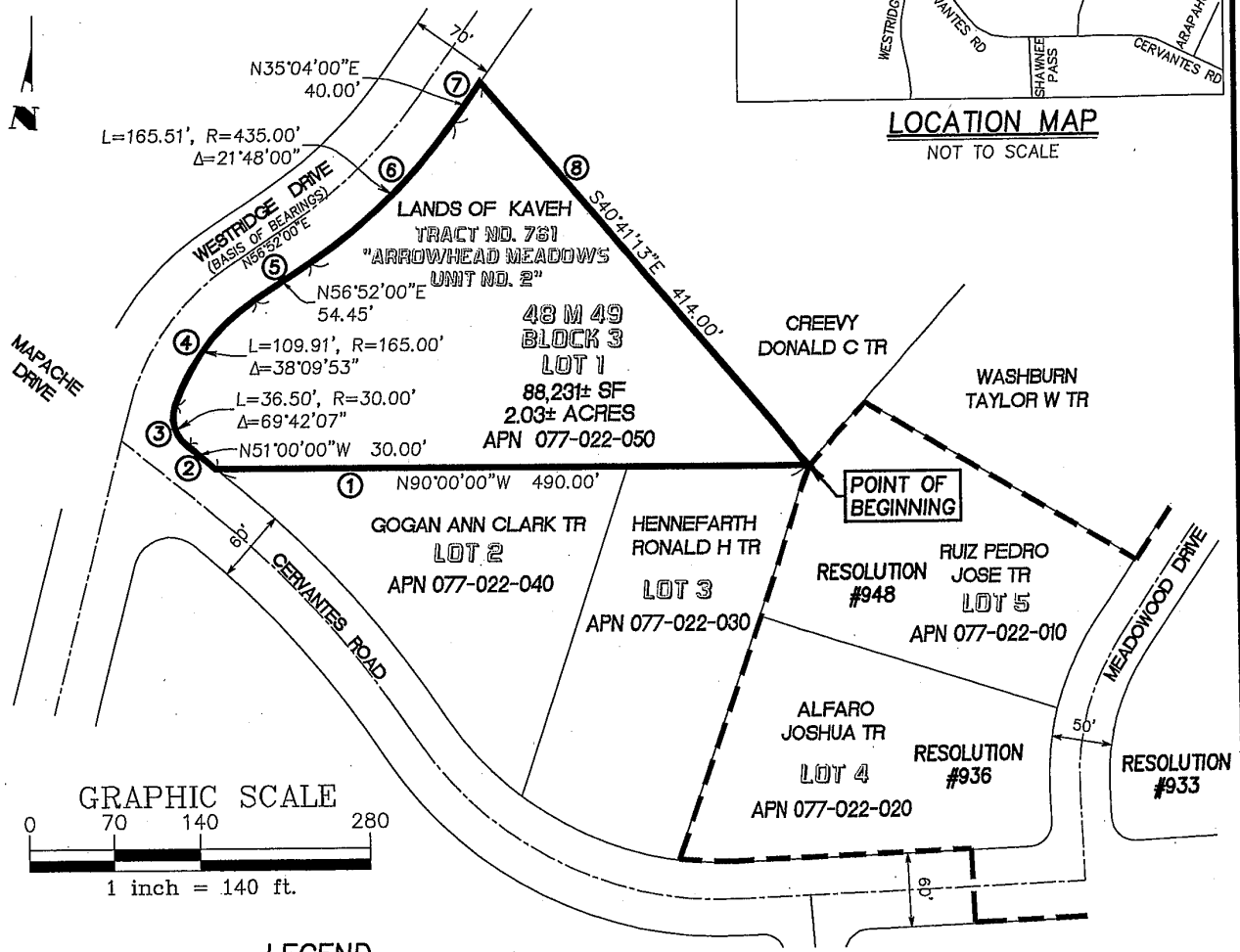
SHEET 1 OF 2

P(408) 806-7187

EXHIBIT "B"



LOCATION MAP
NOT TO SCALE



LEGEND

- PROPOSED WEST BAY SANITARY DISTRICT BOUNDARY
- - - -** EXISTING WEST BAY SANITARY DISTRICT BOUNDARY
- CENTERLINE
- AC ACRES
- SF SQUARE FEET

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



BASIS OF BEARINGS

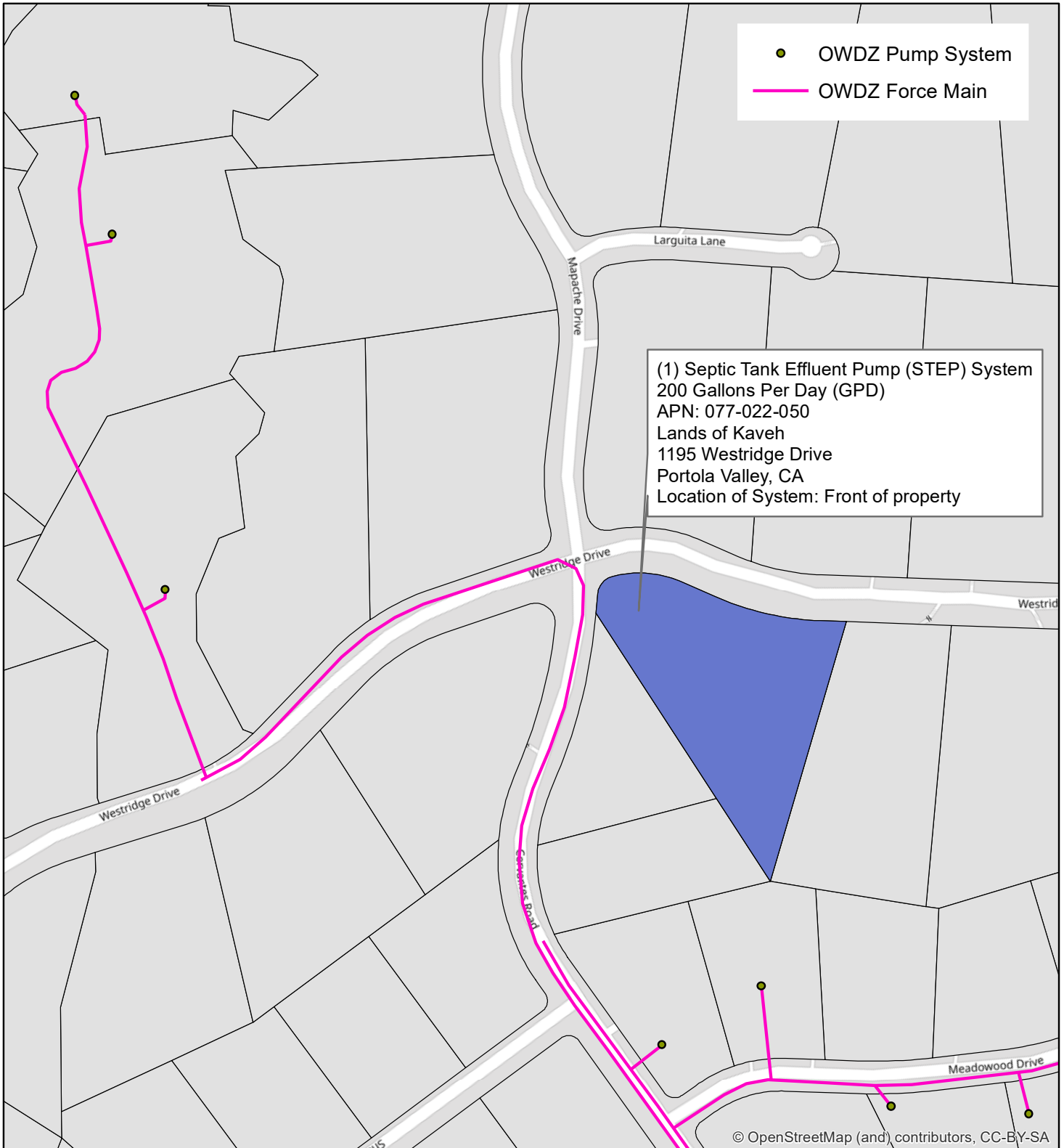
THE BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE CENTERLINE OF WESTRIDGE DRIVE, AS SHOWN AS N56°52'00"E ON "TRACT NO. 761 ARROWHEAD MEADOWS UNIT NO. 2", RECORDED IN VOLUME 48 OF MAPS, AT PAGES 48 AND 49, SAN MATEO COUNTY RECORDS.

EXHIBIT A PAGE 2 OF 2

PLAT TO ACCOMPANY LEGAL DESCRIPTION PROPOSED SEWER ANNEXATION 1195 WESTRIDGE DRIVE APN 077-022-050		ENGINEERING 598 E Santa Clara St #270 San Jose, CA 95112 Phone: (408) 806-7187	
Portola Valley	California	SHEET 2 OF 2	
SCALE: 1" = 140'	DATE: 06/02/22	LAFCO RESOLUTION NO.	PROJECT NO.
REV'D:			



WEST BAY SANITARY DISTRICT
EXHIBIT "B"
SITE LOCATION
1195 WESTRIDGE DRIVE
PORTOLA VALLEY, CA
STEP SYSTEM



2022-048849 CONF

RECORDING REQUESTED BY:

SAN MATEO LAFCO
LOCAL AGENCY FORMATION COMMISSION

WHEN RECORDED, PLEASE SEND TO:

San Mateo LAFCo

LAF 124

County

9:31 am 06/17/22 CCL Fee: NO FEE

Count of pages 7

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



(This space for Recorder's use only)

SHORT-FORM DESIGNATION OF DOCUMENT:

Annexation of 1195 Westridge Drive, Portola Valley to the West Bay Sanitary
District

RECORDER'S CODE: CCL

(Exempt from filing fees per Government Code 6103)



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

CERTIFICATE OF COMPLETION

Pursuant to Government Code Section 57200, this Certificate is issued by the Executive Officer of the Local Agency Formation Commission of San Mateo County, California.

1. The short-form designation, as determined by LAFCo, is Annexation of 1195 Westridge Drive, Portola Valley to the West Bay Sanitary District.
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

<u>City or District</u>	<u>Type of Change of Organization</u>
West Bay Sanitary District	Annexation

3. The above-listed cities and/or districts are located within the following counties: San Mateo County and Santa Clara County.
4. A description of the boundaries of the above-cited change of organization or reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: None.
7. The resolution confirming this change of organization was adopted on March 16, 2022, by LAFCo, is marked Exhibit B, and by reference incorporated herein.

I hereby certify that I have examined the above-cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with Resolution 1280, adopted on March 16, 2022.

Dated: June 17, 2022

Rob Bartoli
 Rob Bartoli
 Executive Officer

COMMISSIONERS: MIKE O'NEILL, CHAIR, CITY • ANN DRAPER, VICE CHAIR, PUBLIC • HARVEY RARBACK, CITY • DON HORSLEY, COUNTY
 • WARREN SLOCUM, COUNTY • KATI MARTIN, SPECIAL DISTRICT • RIC LOHMAN, SPECIAL DISTRICT

ALTERNATES: VACANT, SPECIAL DISTRICT • DIANA REDDY, CITY • JAMES O'NEILL, PUBLIC • DAVE PINE, COUNTY

STAFF: ROB BARTOLI, EXECUTIVE OFFICER • TIM FOX, LEGAL COUNSEL • ANGELA MONTES, CLERK

EXHIBIT "A"
LEGAL DESCRIPTION
FOR
ANNEXATION TO WEST BAY SANITARY DISTRICT
LANDS OF FARROKH KAVEH AND SOHAILA KAVEH
1195 WESTRIDGE DRIVE, PORTOLA VALLEY, CA
APN 077-022-050

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

EXHIBIT 4 PAGE 1 OF 2

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CONTAINING 2.03 ACRES, MORE OR LESS.

SEE EXHIBIT "B" FOR THE ACCOMPANYING PLAT, ATTACHED HERETO AND MADE A PART HEREOF.

PREPARED BY, OR UNDER THE SUPERVISION OF WAAN CHUI.



PREPARED ON JUNE 2, 2022
LC ENGINEERING

A handwritten signature in cursive script that reads "Waan Chui".

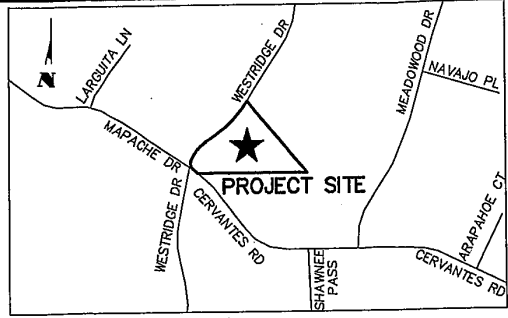
H. W. CHUI RCE NO. 32912
EXPIRATION DATE 06/30/2024

LC ENGINEERING
598 E Santa Clara St, Suite 270, San Jose, CA 95112

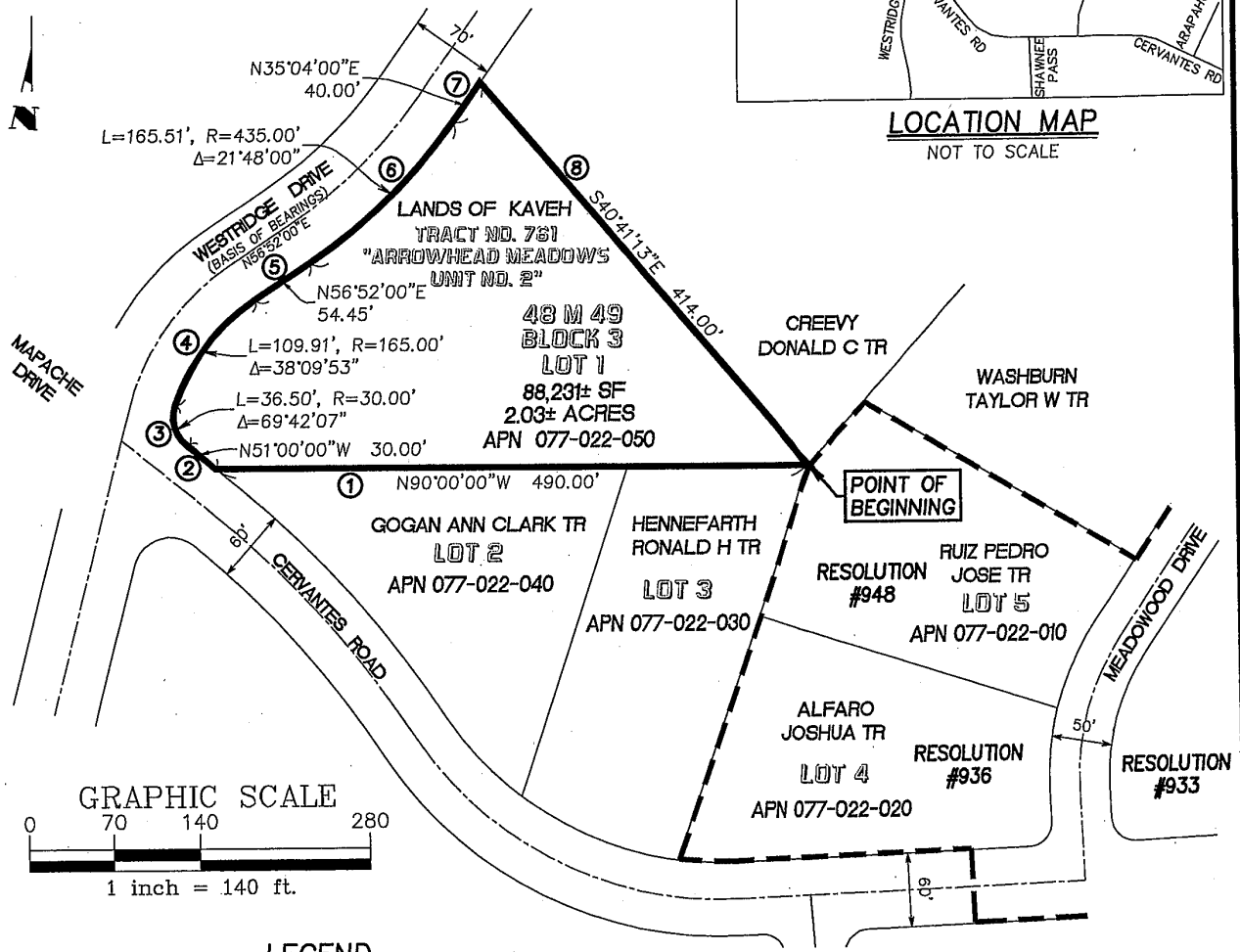
SHEET 1 OF 2

P(408) 806-7187

EXHIBIT "B"



LOCATION MAP
NOT TO SCALE



LEGEND

- PROPOSED WEST BAY SANITARY DISTRICT BOUNDARY
- - - EXISTING WEST BAY SANITARY DISTRICT BOUNDARY
- · - · CENTERLINE
- AC ACRES
- SF SQUARE FEET

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



BASIS OF BEARINGS

THE BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE CENTERLINE OF WESTRIDGE DRIVE, AS SHOWN AS N56°52'00"E ON "TRACT NO. 761 ARROWHEAD MEADOWS UNIT NO. 2", RECORDED IN VOLUME 48 OF MAPS, AT PAGES 48 AND 49, SAN MATEO COUNTY RECORDS.

EXHIBIT A PAGE 2 OF 2

PLAT TO ACCOMPANY LEGAL DESCRIPTION
PROPOSED SEWER ANNEXATION
1195 WESTRIDGE DRIVE
APN 077-022-050

ENGINEERING
598 E Santa Clara St #270
San Jose, CA 95112
Phone: (408) 806-7187

Portola Valley

California

SCALE: 1" = 140'	DATE: 06/02/22 REV:	LAFCO RESOLUTION NO.	PROJECT NO.	SHEET 2 OF 2
------------------	------------------------	----------------------	-------------	--------------

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

LAFCo File No. 22-01

EXHIBIT B PAGE 1 OF 3

RESOLUTION NO. 1280

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
OF THE COUNTY OF SAN MATEO
MAKING DETERMINATIONS, APPROVING LAFCO FILE 22-01 -
ANNEXATION OF 1195 WESTRIDGE DRIVE, PORTOLA VALLEY,
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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 2 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of 1195 Westridge Drive, 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 16th day of March 2022.

Ayes and in favor of said resolution:

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

Commissioners: Joshua Cosgrove

Don Horsley

Ric Lohman

Harvey Rarback

Ann Draper

Mike O'Neill

Noes and against said resolution:

None

Commissioners Absent and/or Abstentions:

Commissioners: Warren Slocum (Absent)

Michelle Draper

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

ATTEST:

Roberto J. Bartolif
 Executive Officer
 Local Agency Formation Commission

Date: 3-29-2022

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

Date: _____

 Clerk to the Commission
 Local Agency Formation Commission

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 3H**

To: Board of Directors

From: Debra Fisher, Finance Manager

**Subject: Consider Approving District Treasury Report
Fourth 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. At the same time, the Operating Reserve was increased to six months of operating expenses and reassigned to Local Agency Investment Fund (LAIF), to insure adequate cash flow throughout the year. The separate Operating Reserve Investment account was allocated to other reserves to meet their target balances.

Excess funds over the current monthly expenditures are held in LAIF, which are equivalent to cash and may earn higher yields without a long term commitment. Operating Reserves, customer deposits, current 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, a Pension Trust, and the restricted Recycled Water 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>Originated</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	Achieved

* Based on FY 2021-22 Budget (held in LAIF)
 ** Approximately \$553 thousand from combined target balances

Fiscal Impact

The District 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 \$371,315 to the Vehicle & Equipment Reserve and \$2,500,000 to the Treatment Plant Reserve were completed on March 3, 2022 and May 20, 2022, respectively.

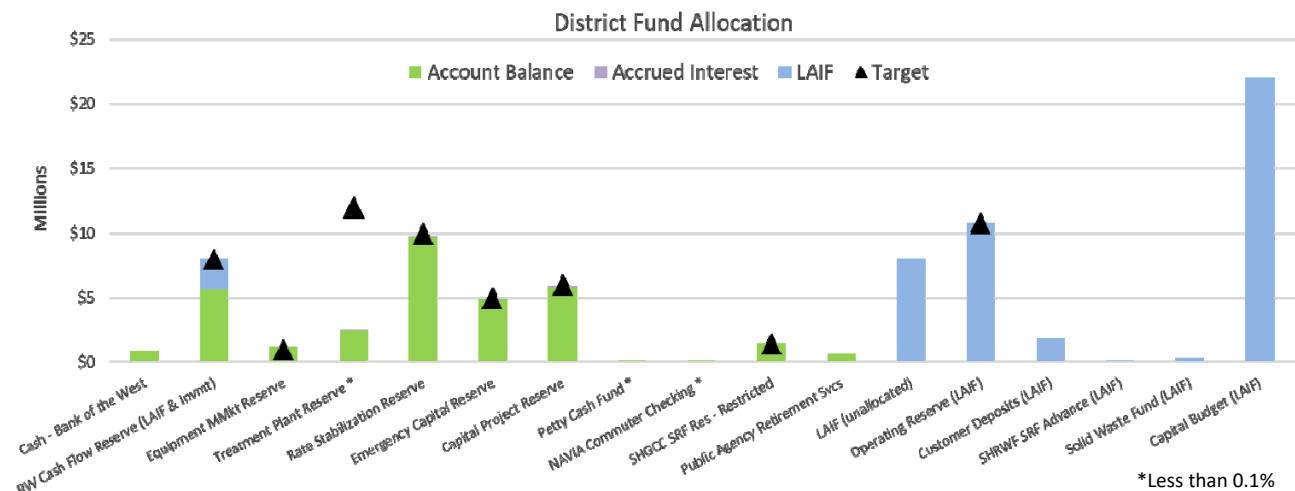
FY 2021-22 Approved Budget

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 had total funds of approximately \$22.4 million above the total target reserve balances, combining all District unrestricted accounts, as of June 30, 2022. Three reserve accounts are under the individual targets by approximately \$553 thousand, due to fluctuations in market values. The goal is to achieve the new Treatment Plant Reserve \$12 million target in five years. Recycled Water Cash Flow Reserves of \$5 million were transferred from reserves in LAIF to the individual investment account at Bank of the West, as yields improved.

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 2.08%.



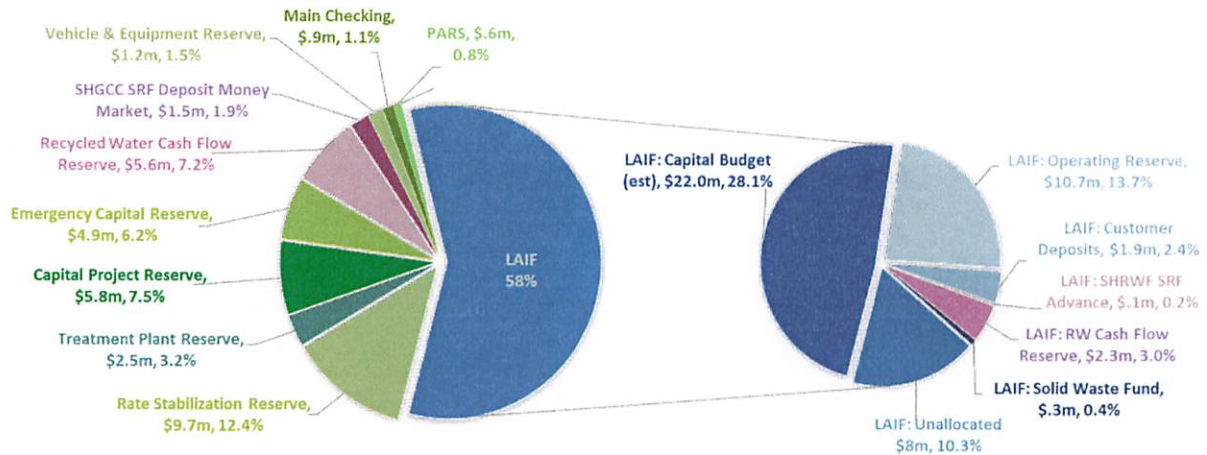
Details of each account are included on the following Schedule of Cash and Investments. The Investment statements for the fourth quarter FY 2021-22 follow, including details of all holdings and activity.

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 fourth quarter fiscal year 2021-22.

Attachment: Schedule of Cash and Investments, June 30, 2022
2022-06 Investment Statements

**West Bay Sanitary District
Schedule of Cash and Investments
Fiscal Year 2021-22
June 30, 2022**



Description	Target	Principal Amount	Accrued Interest	Yield
Bank of the West, Commercial Account		893,277.54 *		0.00%
NAVIA Commuter Checking Account		2,878.70		0.00%
Petty Cash		800.00		
Bank of the West Money Market Account		1,189,222.65		0.18%
Local Agency Investment Fund (LAIF)		45,446,748.96	88,563.22	0.32%
Cash & Equivalent Accounts		47,532,927.85	88,563.22	
Bank of the West Reserves Accounts				
Bank of The West - Rate Stabilization Reserve - Securities	\$10 million	8,910,427.83	51,874.51	2.16%
Bank of The West - Rate Stabilization Reserve - Cash		775,598.76		1.41%
Bank of The West - Treatment Plant Reserve - Securities	\$12 million	2,457,850.00	10,189.72	1.97%
Bank of The West - Treatment Plant Reserve - Cash		25,096.46		1.41%
Bank of The West - Capital Project Reserve - Securities	\$6 million	5,570,241.10	34,583.08	2.08%
Bank of The West - Capital Project Reserve - Cash		226,052.79		1.41%
Bank of The West - Emergency Capital Reserve - Securities	\$5 million	4,558,936.39	28,106.31	2.15%
Bank of The West - Emergency Capital Reserve - Cash		290,919.13		1.41%
Bank of The West - Recycled Water Cash Flow Reserve - Securities	\$8 million	5,552,036.75	25,269.33	2.02%
Bank of The West - Recycled Water Cash Flow Reserve - Cash		46,221.10		1.41%
Bank of the West Reserve Accounts		28,413,380	150,023	
Total Cash and Investments		75,946,308	238,586	
Restricted				
PARS Irrevocable Trust - OPEB		410,338		-11.15%
PARS Irrevocable Trust - Retirement		209,699		-11.15%
Total PARS Irrevocable Trust (offset liabilities)		620,037		
Bank of The West - Recycled Water SRF Reserve		0.00		0.00%
Bank of The West - Recycled Water SRF Money Market		1,515,974.24		0.11%
Restricted - Bank of the West Reserve Account		1,515,974		
Total Cash and Investments		78,082,319.14	238,586.17	

* Reconciled balance includes outstanding checks and deposits.

Certification:

The General 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, adopted by the District Board on September 22, 2021.

[Signature] 8/3/2022
 General Manager Date

[Signature] 8/3/22
 Finance Manager Date



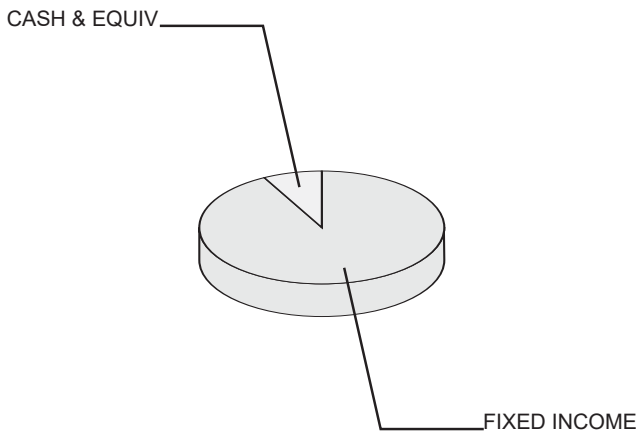
WBSD - RATE STABILIZATION RESERVE

Account Number: [REDACTED]
 Statement Period: 04/01/22 - 06/30/22

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	775,598.76	8.0%
Fixed Income	8,910,427.83	92.0%
Total Portfolio	\$ 9,686,026.59	100.0%
Accrued Income	51,874.51	
Total Valuation	\$ 9,737,901.10	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 9,785,142.79	\$ 4,257,666.02
Income		
Interest.....	53,832.47	200,301.28
Purchased Income.....	-3,241.00	-23,267.05
Disbursements.....	-4,600.49	-18,140.10
Realized Gains/(Losses).....	264.52	1,826.78
Change In Accrued Income.....	2,383.05	36,830.23
Change In Market Appreciation/(Depreciation).....	-69,332.46	-312,740.55
Non-Cash Asset Changes.....	-26,547.78	5,595,424.49
Ending Market Value	\$ 9,737,901.10	\$ 9,737,901.10



WBSD - RATE STABILIZATION RESERVE

Account Number:
Statement Period:

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	378,623.640	378,623.64 378,623.64	5,338.00 137.07	1.41%
US Treasury Bill Due 10/06/2022	400,000.000	396,975.12 398,024.00	0.00 1,156.88	0.00%
Total Cash Equivalents		\$ 775,598.76 \$ 776,647.64	5,338.00 1,293.95	0.69%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	210,000.000	208,811.40 220,837.40	7,140.00 2,022.99	3.42%
Alabama St GO Ref Bds 2014 A 5.00% Dtd 08/06/2014 Due 08/01/2022 Non-Callable	80,000.000	80,216.80 81,568.35	4,000.00 1,666.66	4.99%
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable	100,000.000	97,294.00 103,543.00	2,500.00 1,048.61	2.57%
American Tower Corp New Sr Gbl 3.50% Dtd 01/08/2013 Due 01/31/2023 Callable	100,000.000	99,970.00 102,968.00	3,500.00 1,468.05	3.50%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	40,000.000	39,297.60 40,162.40	300.00 41.66	0.76%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	45,522.00 49,948.00	350.00 139.02	0.77%
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	96,323.00 100,000.00	407.00 33.91	0.42%
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable	25,000.000	24,871.50 27,110.50	925.00 66.80	3.72%
Bellevue Neb Cfts Partn Taxable Ref Cfts Partn Taxable 0.455% Dtd 03/15/2021 Due 09/15/2024 Non-Callable	150,000.000	143,436.00 150,000.00	682.00 200.95	0.48%



WBSD - RATE STABILIZATION RESERVE

Account Number:
Statement Period:

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

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	210,844.20 222,504.80	7,350.00 2,102.91	3.49%
Butte Silver Bow Mont City & C GO Bds 3.00% Dtd 12/28/2016 Due 07/01/2023 Non-Callable	50,000.000	50,644.00 51,887.00	1,500.00 750.00	2.96%
Carolina Beach NC Enterprise S Rev Bds 4.00% Dtd 06/30/2016 Due 06/01/2023 Non-Callable	75,000.000	76,550.25 77,722.75	3,000.00 249.99	3.92%
Chambers Cnty Tex Comb Tax and Rev Cfs Ob 5.00% Dtd 08/01/2015 Due 03/01/2023 Non-Callable	65,000.000	66,461.85 68,047.85	3,250.00 1,083.33	4.89%
Charlotte N C Cfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable	155,000.000	154,527.25 158,978.85	4,595.00 382.97	2.97%
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	245,125.00 255,365.00	4,820.00 803.33	1.97%
Colorado St Brd Governors Univ Rev Ref Bds 2012b 5.00% Dtd 05/01/2012 Due 03/01/2023 Non-Callable	200,000.000	204,510.00 208,127.50	10,000.00 3,333.33	4.89%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	60,000.000	59,150.40 65,235.00	2,025.00 765.00	3.42%
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	110,000.000	110,002.20 118,396.10	3,795.00 1,138.50	3.45%
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	35,000.000	34,959.40 35,167.30	577.00 192.50	1.65%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	250,000.000	235,235.00 250,000.00	1,500.00 254.16	0.64%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable	80,000.000	80,013.60 80,039.20	1,520.00 683.99	1.90%



WBSD - RATE STABILIZATION RESERVE

Account Number:
Statement Period:

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	85,000.000	85,025.50 85,022.95	1,615.00 663.94	1.90%
Federal Farm Cr Bks Cons Systemwide Bds 0.30% Dtd 01/13/2021 Due 01/13/2025 Callable	200,000.000	187,620.00 199,700.00	600.00 280.00	0.32%
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	74,640.00 76,143.00	1,407.00 703.87	1.89%
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	62,959.65 64,614.79	0.00	0.00%
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	150,000.000	152,142.00 162,978.00	6,975.00 1,162.50	4.58%
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	29,977.50 30,000.00	465.00 193.75	1.55%
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable	111,000.000	111,199.80 116,131.53	4,440.00 739.99	3.99%
League City Tex Combi Tax and Rev Ctfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable	140,000.000	142,928.80 145,201.00	7,000.00 2,644.44	4.90%
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	46,710.45 48,077.10	2,250.00 750.00	4.82%
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable	100,000.000	101,012.00 103,645.00	4,252.00 354.33	4.21%
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	93,878.00 100,052.00	350.00 145.83	0.37%
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	107,833.00 110,797.50	1,210.00 188.22	1.12%



WBSD - RATE STABILIZATION RESERVE

Account Number:
Statement Period:

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Newark Calif Uni Sch Dist Bds 2002 D Zero Cpn Dtd 04/30/2002 Due 08/01/2023 Non-Callable	75,000.000	73,317.75 74,707.94	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	47,080.35 47,437.65	2,250.00 100.00	4.78%
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	48,832.00 49,783.85	0.00	0.00%
Paypal Hldgs Inc Sr Glbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable	73,000.000	71,167.70 75,838.97	1,752.00 438.00	2.46%
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	97,604.00 103,399.00	1,971.00 985.50	2.02%
Small Business Admin Gtd Ln Pool Cfs 2.245% Dtd 09/19/2012 Due 09/10/2022	4,736.640	4,734.98 4,797.51	106.00 32.67	2.25%
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	190,272.00 200,000.00	1,342.00 223.66	0.71%
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable	200,000.000	199,470.00 205,217.80	6,200.00 792.22	3.11%
Tennessee Valley Auth Sr Glbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable	190,000.000	177,712.70 191,627.00	1,425.00 182.08	0.80%
Global Pmts Inc Sr Glbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable	75,000.000	74,870.25 77,507.25	3,000.00 249.99	4.01%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	10,000.000	10,001.20 10,192.10	290.00 73.30	2.90%
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	300,000.000	294,288.00 319,271.90	9,000.00 2,250.00	3.06%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

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	220,464.00 238,687.50	1,800.00 452.45	0.82%
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024	80,000.000	75,686.40 74,896.87	300.00 112.70	0.40%
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024	90,000.000	87,103.80 87,549.61	787.00 328.48	0.90%
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026	200,000.000	190,150.00 190,132.81	3,250.00 1,220.99	1.71%
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023	700,000.000	688,051.00 701,023.83	11,375.00 1,916.44	1.65%
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024	80,000.000	79,306.40 79,621.87	2,000.00 255.43	2.52%
US Treasury Note 2.625% Dtd 02/28/2018 Due 02/28/2023	600,000.000	599,694.00 608,557.81	15,750.00 5,264.26	2.63%
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023	650,000.000	648,303.50 658,093.92	17,062.00 46.36	2.63%
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024	200,000.000	198,548.00 199,429.69	5,000.00 2,085.63	2.52%
US Treasury Note 2.375% Dtd 02/28/2019 Due 02/29/2024	550,000.000	544,912.50 558,378.96	13,062.00 4,365.99	2.40%
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable	160,000.000	159,737.60 162,767.30	4,654.00 594.72	2.91%
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	277,983.00 296,530.56	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	133,546.50 146,648.12	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	50,288.50 51,147.50	2,500.00 833.33	4.97%
West Hollywood Calif Pub Fing Rev Bds 5.00% Dtd 06/30/2016 Due 04/01/2023 Non-Callable	55,000.000	56,381.05 57,524.35	2,750.00 687.50	4.88%



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
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	51,228.50 52,690.00	2,000.00 833.33	3.90%
Total Fixed Income		\$ 8,910,427.83 \$ 9,233,433.54	203,926.00 50,580.56	2.29%
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		\$ 9,686,026.59 \$ 10,010,081.18	209,264.00 51,874.51	2.16%
Total Market Value Plus Accruals		\$ 9,737,901.10		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 03/31/22	04/01/22		23.74
Int To 04/30/22	05/02/22		95.63
Int To 05/31/22	06/01/22		42.16
Apple Inc Sr Glbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable			
Int To 05/11/22 on 40,000	05/11/22		150.00
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.407% Dtd 02/25/2021 Due 12/01/2023 Non-Callable			
Int To 06/01/22 on 100,000	06/01/22		203.50
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable			
Int To 06/05/22 on 25,000	06/06/22		462.50



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Carolina Beach NC Enterprise S Rev Bds 4.00% Dtd 06/30/2016 Due 06/01/2023 Non-Callable Int To 06/01/22 on 75,000	06/01/22		1,500.00
Charlotte N C Ctfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable Int To 06/01/22 on 155,000	06/01/22		2,297.87
Clemson Univ S C Univ Revs Athletic Facs Rev Bds 2.00% Dtd 02/01/2012 Due 05/01/2022 Non-Callable Int To 05/01/22 on 45,000	05/02/22		450.00
Colorado Hsg & Fin Auth Taxable Single Family MT 2020 C Taxable 1.928% Dtd 02/20/2020 Due 11/01/2023 Non-Callable Int To 05/01/22 on 250,000	05/02/22		2,410.00
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable Int To 04/30/22 on 250,000	05/02/22		750.00
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable Int To 06/17/22 on 235,000	06/17/22		2,820.00
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Int To 04/05/22 on 95,000	04/05/22		890.62
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Int To 06/09/22 on 70,000	06/09/22		892.50
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Int To 05/01/22 on 150,000	05/02/22		3,487.50
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable Int To 05/01/22 on 111,000	05/02/22		2,220.00



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable Int To 06/01/22 on 100,000	06/01/22		2,126.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Int To 05/05/22 on 110,000	05/05/22		605.00
Ohio St Common Schs GO Ref Bds 2016 A 5.00% Dtd 03/09/2016 Due 12/15/2023 Non-Callable Int To 06/15/22 on 45,000	06/15/22		1,125.00
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable Int To 04/01/22 on 73,000	04/01/22		876.00
South Dakota Hsg Dev Auth Taxable Homeownership MT 2021 C Taxable 0.671% Dtd 08/04/2021 Due 05/01/2024 Non-Callable Int To 05/01/22 on 200,000	05/02/22		671.00
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable Int To 05/15/22 on 200,000	05/16/22		3,100.00
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable Int To 05/15/22 on 190,000	05/16/22		712.50
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Int To 06/26/22 on 100,000	06/27/22		1,000.00
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable Int To 06/01/22 on 75,000	06/01/22		1,500.00
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable Int To 04/01/22 on 300,000	04/01/22		4,500.00



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Int To 04/30/22 on 700,000	05/02/22		5,687.50
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Int To 05/15/22 on 80,000	05/16/22		1,000.00
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Int To 06/30/22 on 650,000	06/30/22		8,531.25
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable Int To 05/15/22 on 160,000	05/16/22		2,327.20
West Hollywood Calif Pub Fing Rev Bds 5.00% Dtd 06/30/2016 Due 04/01/2023 Non-Callable Int To 04/01/22 on 55,000	04/01/22		1,375.00
Total Interest Income		\$ 0.00	\$ 53,832.47
Purchased Income			
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Accrued Int To 06/15/22 Paid on Purchase of 80,000	06/15/22		-99.45
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Accrued Int To 05/24/22 Paid on Purchase of 90,000	05/24/22		-245.82
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Accrued Int To 05/03/22 Paid on Purchase of 200,000	05/03/22		-691.30
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Accrued Int To 05/03/22 Paid on Purchase of 80,000	05/03/22		-933.71



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Accrued Int To 05/03/22 Paid on Purchase of 200,000	05/03/22		-1,270.72
Total Purchased Income		\$ 0.00	\$ -3,241.00
Total Income		\$ 0.00	\$ 50,591.47

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 03/31/22	04/15/22		-1,589.19
Monthly Fee To 04/30/22	05/13/22		-1,583.88
Monthly Fee To 05/31/22	06/15/22		-1,427.42
Total Fees/Expenses		\$ 0.00	\$ -4,600.49
Total Disbursements		\$ 0.00	\$ -4,600.49

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (12) 04/01/22 To 06/30/22	06/30/22		-597,707.47
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Purchased 80000 06/14/22 From Wells Fargo Securities, LLC @ 93.621093	06/15/22		-74,896.87
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Purchased 90000 05/23/22 From Wells Fargo Securities, LLC @ 97.277343	05/24/22		-87,549.61
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Purchased 200000 05/02/22 From Citigroup Global Markets Inc @ 95.066406	05/03/22		-190,132.81



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Purchase Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Purchased 80000 05/02/22 From Wells Fargo Securities, LLC @ 99.527343	05/03/22		-79,621.87
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Purchased 200000 05/02/22 From Bank of Amer Secs LLC Montgomer @ 99.714844	05/03/22		-199,429.69
Total Purchases		\$ 0.00	\$ -1,229,338.32

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (6) 04/01/22 To 06/30/22	06/30/22	638,347.34	
Clemson Univ S C Univ Revs Athletic Facs Rev Bds 2.00% Dtd 02/01/2012 Due 05/01/2022 Non-Callable Recd Proceeds on Maturity of 45,000 Par Value	05/02/22	45,000.00	
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable Recd Proceeds on Maturity of 235,000 Par Value	06/17/22	235,000.00	
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Recd Proceeds on Maturity of 95,000 Par Value	04/05/22	95,000.00	
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Recd Proceeds on Maturity of 70,000 Par Value	06/09/22	70,000.00	



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Recd Proceeds on Maturity of 100,000 Par Value	06/27/22	100,000.00	264.52
Total Sales		\$ 1,183,347.34	\$ 264.52

Non-Cash Activity		
	Date	Cost
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Amortization of Premium	05/11/22	-40.40
Amortization of Premium	05/11/22	-40.80
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable Amortization of Premium	06/03/22	-346.75
Carolina Beach NC Enterprise S Rev Bds 4.00% Dtd 06/30/2016 Due 06/01/2023 Non-Callable Amortization of Premium	06/01/22	-894.50
Amortization of Premium	06/01/22	-463.00
Charlotte N C Cdfs Partn Taxable Cops 2015a Taxable 2.965% Dtd 05/14/2015 Due 06/01/2023 Callable Amortization of Premium	06/01/22	-1,984.00
Clemson Univ S C Univ Revs Athletic Facs Rev Bds 2.00% Dtd 02/01/2012 Due 05/01/2022 Non-Callable Amortization of Premium	05/02/22	-111.60
Colorado Hsg & Fin Auth Taxable Single Family MT 2020 C Taxable 1.928% Dtd 02/20/2020 Due 11/01/2023 Non-Callable Amortization of Premium	05/02/22	-1,780.00
Federal Farm Cr Bks Cons Systemwide Bds 2.40% Dtd 06/17/2015 Due 06/17/2022 Non-Callable Amortization of Premium	06/17/22	-721.45



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 04/01/22 - 06/30/22

Non-Cash Activity		
	Date	Cost
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Amortization of Premium	04/05/22	-40.85
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	04/29/22	22.60
Accretion of Discount	05/31/22	22.60
Accretion of Discount	06/30/22	22.60
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Amortization of Premium	06/09/22	-117.60
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Amortization of Premium	05/02/22	-2,553.00
Laboratory Corp Amer Hldgs Sr Nt 4.00% Dtd 11/01/2013 Due 11/01/2023 Callable Amortization of Premium	05/02/22	-1,696.08
Maine Mun Bd Bk Liquor Operati Rev Bds Taxable 4.252% Dtd 09/05/2013 Due 06/01/2023 Callable Amortization of Premium	06/01/22	-1,815.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Amortization of Premium	05/05/22	-398.20
Newark Calif Uni Sch Dist Bds 2002 D Zero Cpn Dtd 04/30/2002 Due 08/01/2023 Non-Callable Accretion of Discount	04/29/22	22.39
Accretion of Discount	05/31/22	22.39
Accretion of Discount	06/30/22	22.39
Ohio St Common Schs GO Ref Bds 2016 A 5.00% Dtd 03/09/2016 Due 12/15/2023 Non-Callable Amortization of Premium	06/15/22	-801.90



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Non-Cash Activity		
	Date	Cost
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	04/29/22	16.57
Accretion of Discount	05/31/22	16.57
Accretion of Discount	06/30/22	16.57
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable		
Amortization of Premium	04/01/22	-560.64
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable		
Amortization of Premium	05/13/22	-1,430.00
Amortization of Premium	05/13/22	-1,170.90
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable		
Amortization of Premium	05/13/22	-259.50
Amortization of Premium	05/13/22	-10.40
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable		
Amortization of Premium	06/01/22	-1,248.00
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable		
Amortization of Premium	04/01/22	-1,213.30
Amortization of Premium	04/01/22	-1,028.00
Amortization of Premium	04/01/22	-925.20
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023		
Amortization of Premium	04/29/22	-124.61
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023		
Amortization of Premium	06/30/22	-3,001.79
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable		
Amortization of Premium	05/13/22	-1,065.15
Amortization of Premium	05/13/22	-307.50



WBSD - RATE STABILIZATION RESERVE

Account Number:
 Statement Period:

██████████
 04/01/22 - 06/30/22

Non-Cash Activity		
	Date	Cost
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	04/29/22	68.02
Accretion of Discount	04/29/22	68.02
Accretion of Discount	05/31/22	68.02
Accretion of Discount	05/31/22	68.02
Accretion of Discount	06/30/22	68.02
Accretion of Discount	06/30/22	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	04/29/22	89.38
Accretion of Discount	05/31/22	89.38
Accretion of Discount	06/30/22	89.38
West Hollywood Calif Pub Fing Rev		
Bds 5.00% Dtd 06/30/2016 Due		
04/01/2023 Non-Callable		
Amortization of Premium	04/01/22	-114.60
Amortization of Premium	04/01/22	-1,144.00
Total Non-Cash Transactions		\$ -26,547.78

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.



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.



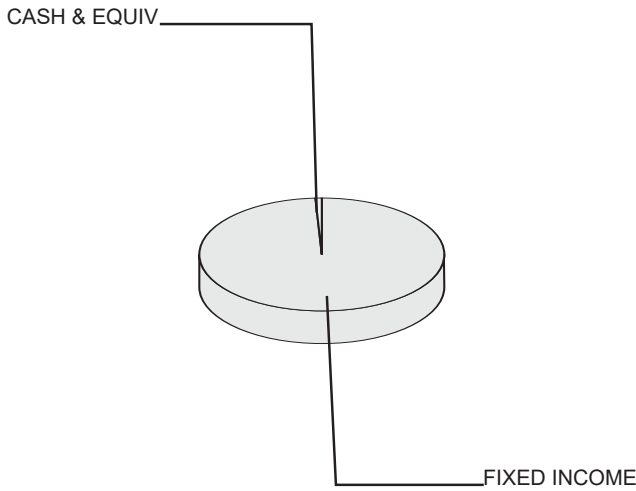
WBSD - TREATMENT PLANT RESERVE

Account Number: [REDACTED]
 Statement Period: 04/01/22 - 06/30/22

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	25,096.46	1.0%
Fixed Income	2,457,850.00	99.0%
Total Portfolio	\$ 2,482,946.46	100.0%
Accrued Income	10,189.72	
Total Valuation	\$ 2,493,136.18	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 3,016.86	\$ 9,554,609.56
Income		
Interest.....	195.19	18,033.19
Purchased Income.....	-5,149.67	-5,149.67
Additions.....	2,500,000.00	2,500,000.00
Disbursements.....	-368.11	-1,910.27
Cash Transfers.....	0.00	-1,060,723.93
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	10,189.55	-46,008.09
Change In Market Appreciation/(Depreciation).....	-14,747.64	-23,413.10
Non-Cash Asset Changes.....	0.00	-8,442,301.51
Ending Market Value	\$ 2,493,136.18	\$ 2,493,136.18



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	25,096.460	25,096.46 25,096.46	353.00 17.61	1.41%
Total Cash Equivalents		\$ 25,096.46 \$ 25,096.46	353.00 17.61	1.41%
Fixed Income				
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024	750,000.000	725,865.00 729,580.07	6,562.00 2,737.39	0.90%
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024	750,000.000	740,655.00 745,166.01	16,875.00 4,241.79	2.28%
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024	1,000,000.000	991,330.00 997,851.56	25,000.00 3,192.93	2.52%
Total Fixed Income		\$ 2,457,850.00 \$ 2,472,597.64	48,437.00 10,172.11	1.97%
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		\$ 2,482,946.46 \$ 2,497,694.10	48,790.00 10,189.72	1.97%
Total Market Value Plus Accruals		\$ 2,493,136.18		



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 03/31/22	04/01/22		0.17
Int To 04/30/22	05/02/22		0.56
Int To 05/31/22	06/01/22		194.46
Total Interest Income		\$ 0.00	\$ 195.19
Purchased Income			
US Treasury Note			
0.875% Dtd 01/31/2022 Due 01/31/2024			
Accrued Int To 05/24/22 Paid on	05/24/22		-2,048.51
Purchase of 750,000			
US Treasury Note			
2.25% Dtd 03/31/2022 Due 03/31/2024			
Accrued Int To 05/24/22 Paid on	05/24/22		-2,489.75
Purchase of 750,000			
US Treasury Note			
2.50% Dtd 05/15/2014 Due 05/15/2024			
Accrued Int To 05/24/22 Paid on	05/24/22		-611.41
Purchase of 1,000,000			
Total Purchased Income		\$ 0.00	\$ -5,149.67
Total Income		\$ 0.00	\$ -4,954.48

Additions			
	Date	Income Cash	Principal Cash
Miscellaneous Additions			
Addition To Account	05/20/22		2,500,000.00
ACH Transfer From Botw			
Ckg Ending In 6049 Per			
Client Instructions:			
5/19/22			
Total Miscellaneous Additions		\$ 0.00	\$ 2,500,000.00
Total Additions		\$ 0.00	\$ 2,500,000.00



WBSD - TREATMENT PLANT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 03/31/22	04/15/22		-0.49
Monthly Fee To 04/30/22	05/13/22		-0.49
Monthly Fee To 05/31/22	06/15/22		-367.13
Total Fees/Expenses		\$ 0.00	\$ -368.11
Total Disbursements		\$ 0.00	\$ -368.11

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (4) 04/01/22 To 06/30/22	06/30/22		-2,500,195.19
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Purchased 750000 05/23/22 From Wells Fargo Securities, LLC @ 97.277343	05/24/22		-729,580.07
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024 Purchased 750000 05/23/22 From First Tennessee Bank NA Bond Di @ 99.355468	05/24/22		-745,166.01
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Purchased 1000000 05/23/22 From Stifel Nicolaus & Co @ 99.785156	05/24/22		-997,851.56
Total Purchases		\$ 0.00	\$ -4,972,792.83

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (4) 04/01/22 To 06/30/22	06/30/22	2,478,115.42	
Total Sales		\$ 2,478,115.42	\$ 0.00



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

WBSD - TREATMENT PLANT RESERVE

Account Number:
Statement Period:

04/01/22 - 06/30/22

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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.

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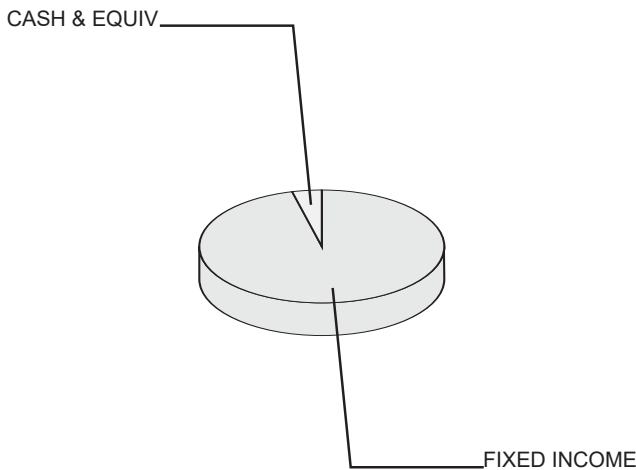
WBSD - CAPITAL PROJECT RESERVE

Account Number: [REDACTED]
 Statement Period: 04/01/22 - 06/30/22

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	226,052.79	3.9%
Fixed Income	5,570,241.10	96.1%
Total Portfolio	\$ 5,796,293.89	100.0%
Accrued Income	34,583.08	
Total Valuation	\$ 5,830,876.97	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 5,860,913.33	\$ 3,474,068.91
Income		
Interest.....	24,486.09	121,796.45
Purchased Income.....	-3,012.29	-12,478.88
Disbursements.....	-2,756.67	-11,022.27
Cash Transfers.....	0.00	547,000.00
Realized Gains/(Losses).....	112.50	758.75
Change In Accrued Income.....	8,401.84	9,727.13
Change In Market Appreciation/(Depreciation).....	-47,729.41	-201,414.12
Non-Cash Asset Changes.....	-9,538.42	1,902,441.00
Ending Market Value	\$ 5,830,876.97	\$ 5,830,876.97



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	27,565.220	27,565.22 27,565.22	388.00 16.57	1.41%
US Treasury Bill Due 10/06/2022	200,000.000	198,487.57 199,012.00	0.00 578.43	0.00%
Total Cash Equivalents		\$ 226,052.79 \$ 226,577.22	388.00 595.00	0.17%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	60,000.000	59,660.40 63,092.40	2,040.00 578.00	3.42%
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable	90,000.000	88,415.10 94,822.20	2,700.00 457.50	3.05%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	10,000.000	9,824.40 10,040.40	75.00 10.41	0.76%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	45,522.00 49,948.00	350.00 139.02	0.77%
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	100,270.00 101,966.00	5,000.00 2,083.33	4.99%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	60,000.000	60,241.20 63,568.80	2,100.00 600.83	3.49%
California St GO Bds 5.00% Dtd 03/14/2017 Due 08/01/2023 Non-Callable	60,000.000	62,154.60 63,103.20	3,000.00 1,249.99	4.83%
Clackamas Cnty Ore Sch Dist No GO Bds B 5.00% Dtd 03/02/2017 Due 06/15/2023 Non-Callable	70,000.000	72,177.70 73,213.10	3,500.00 155.55	4.85%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	45,000.000	44,362.80 48,916.35	1,518.00 573.75	3.42%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	50,000.000	50,001.00 54,188.00	1,725.00 517.50	3.45%
Disney Walt Co Sr Gbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	20,000.000	19,976.80 20,094.60	330.00 110.00	1.65%
Exxon Mobil Corp Sr Gbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable	55,000.000	54,927.40 55,400.75	1,046.00 392.28	1.90%
Federal Home Loan Bks Cons Bds 1.85% Dtd 08/15/2017 Due 08/15/2022 Non-Callable	235,000.000	235,058.75 235,197.40	4,347.00 1,642.38	1.85%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable	50,000.000	47,309.50 50,000.00	300.00 50.83	0.63%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	100,000.000	94,094.00 100,000.00	600.00 101.66	0.64%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 07/19/2017 Due 07/19/2022 Non-Callable	60,000.000	60,010.20 60,029.40	1,140.00 513.00	1.90%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	60,000.000	60,018.00 60,016.20	1,140.00 468.66	1.90%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	300,000.000	280,143.00 300,000.00	2,130.00 414.16	0.76%
Federal Natl Mtg Assn Gtd Passthru CTF Pool #AN4889 2.750% Dtd 03/01/2017 Due 03/01/2024 IPD24	200,000.000	197,594.00 211,076.00	5,500.00 458.33	2.78%
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable	20,000.000	20,031.00 20,234.20	650.00 176.94	3.24%
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	50,000.000	50,714.00 54,322.50	2,325.00 387.49	4.58%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
Statement Period:

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
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	59,119.20 60,000.00	990.00 412.50	1.67%
League City Tex Combi Tax and Rev Cfs O 5.00% Dtd 07/01/2017 Due 02/15/2023 Non-Callable	65,000.000	66,359.80 67,414.75	3,250.00 1,227.77	4.90%
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	90,000.000	88,592.40 90,000.00	687.00 229.20	0.78%
Massachusetts St GO Bds 2013b 5.00% Dtd 07/02/2013 Due 08/01/2022 Non-Callable	75,000.000	75,206.25 76,467.75	3,750.00 1,562.50	4.99%
Modesto Calif Irr Dist Fing Au Rev Bds 2015a 5.00% Dtd 07/15/2015 Due 10/01/2023 Non-Callable	90,000.000	93,555.90 96,153.10	4,500.00 1,125.00	4.81%
New Mexico St Severance Tax Tax Bds 2015 A 5.00% Dtd 08/12/2015 Due 07/01/2023 Non-Callable	70,000.000	72,275.70 74,879.50	3,500.00 1,749.99	4.84%
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	88,227.00 90,654.30	990.00 154.00	1.12%
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	100,000.00 100,559.00	2,839.00 1,419.49	2.84%
San Juan Calif Uni Sch Dist Bds Zero Cpn Dtd 08/02/2001 Due 08/01/2023 Non-Callable	60,000.000	58,647.60 59,769.53	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	50,296.00 50,868.00	2,500.00 833.33	4.97%
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	121,976.25 124,426.49	0.00	0.00%
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable	135,000.000	134,161.65 143,454.60	5,737.00 2,167.50	4.28%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
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	122,530.00 124,681.15	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	280,599.00 303,126.00	2,250.00 287.50	0.80%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	20,000.000	20,002.40 20,384.20	580.00 146.61	2.90%
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	50,000.000	49,048.00 53,351.00	1,500.00 375.00	3.06%
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable	90,000.000	89,746.20 91,683.90	2,250.00 562.50	2.51%
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026	160,000.000	146,976.00 159,125.00	1,200.00 301.63	0.82%
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024	60,000.000	58,069.20 58,366.41	525.00 218.99	0.90%
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026	100,000.000	95,075.00 95,066.41	1,625.00 610.49	1.71%
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023	350,000.000	344,025.50 350,511.92	5,687.00 958.22	1.65%
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024	160,000.000	158,612.80 159,243.75	4,000.00 510.86	2.52%
US Treasury Note 2.625% Dtd 02/28/2018 Due 02/28/2023	250,000.000	249,872.50 253,565.75	6,562.00 2,193.44	2.63%
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023	250,000.000	249,347.50 253,113.05	6,562.00 17.83	2.63%
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024	100,000.000	99,274.00 99,714.84	2,500.00 1,042.81	2.52%
US Treasury Note 2.375% Dtd 02/28/2019 Due 02/29/2024	300,000.000	297,225.00 304,570.34	7,125.00 2,381.45	2.40%
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable	90,000.000	89,852.40 91,652.20	2,618.00 334.53	2.91%



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
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	92,661.00 98,843.42	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	267,093.00 293,296.24	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	39,030.00 39,871.74	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	100,278.00 101,969.00	5,000.00 2,083.33	4.99%
Total Fixed Income		\$ 5,570,241.10 \$ 5,776,012.84	120,243.00 33,988.08	2.16%
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		\$ 5,796,293.89 \$ 6,002,590.06	120,631.00 34,583.08	2.08%
Total Market Value Plus Accruals		\$ 5,830,876.97		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 03/31/22	04/01/22		14.34
Int To 04/30/22	05/02/22		68.51
Int To 05/31/22	06/01/22		30.81



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable Int To 04/30/22 on 90,000	05/02/22		1,350.00
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Int To 05/11/22 on 10,000	05/11/22		37.50
Clackamas Cnty Ore Sch Dist No GO Bds B 5.00% Dtd 03/02/2017 Due 06/15/2023 Non-Callable Int To 06/15/22 on 70,000	06/15/22		1,750.00
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Interest on Maturity of	04/08/22		835.33
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable Int To 04/27/22 on 50,000	04/27/22		575.00
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable Int To 04/30/22 on 50,000	05/02/22		150.00
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable Int To 04/30/22 on 100,000	05/02/22		300.00
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable Int To 04/21/22 on 300,000	04/21/22		1,065.00
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Int To 04/05/22 on 60,000	04/05/22		562.50
Federal Natl Mtg Assn Gtd Passthru CTF Pool #AN4889 2.750% Dtd 03/01/2017 Due 03/01/2024 IPD24 Int For March 2022 on 200000	04/25/22		473.61
Int For April 2022 on 200000	05/25/22		458.33
Int For May 2022 on 200000	06/27/22		473.61



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Int To 05/01/22 on 50,000	05/02/22		1,162.50
Modesto Calif Irr Dist Fing Au Rev Bds 2015a 5.00% Dtd 07/15/2015 Due 10/01/2023 Non-Callable Int To 04/01/22 on 90,000	04/01/22		2,250.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Int To 05/05/22 on 90,000	05/05/22		495.00
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable Int To 05/15/22 on 300,000	05/16/22		1,125.00
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable Int To 04/01/22 on 50,000	04/01/22		750.00
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable Int To 04/01/22 on 90,000	04/01/22		1,125.00
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Int To 04/30/22 on 350,000	05/02/22		2,843.75
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Int To 05/15/22 on 160,000	05/16/22		2,000.00
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Int To 06/30/22 on 250,000	06/30/22		3,281.25
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable Int To 05/15/22 on 90,000	05/16/22		1,309.05
Total Interest Income		\$ 0.00	\$ 24,486.09



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Purchased Income			
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Accrued Int To 05/24/22 Paid on Purchase of 60,000	05/24/22		-163.88
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Accrued Int To 05/03/22 Paid on Purchase of 100,000	05/03/22		-345.65
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Accrued Int To 05/03/22 Paid on Purchase of 160,000	05/03/22		-1,867.40
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Accrued Int To 05/03/22 Paid on Purchase of 100,000	05/03/22		-635.36
Total Purchased Income		\$ 0.00	\$ -3,012.29
Total Income		\$ 0.00	\$ 21,473.80

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 03/31/22	04/15/22		-952.43
Monthly Fee To 04/30/22	05/13/22		-949.45
Monthly Fee To 05/31/22	06/15/22		-854.79
Total Fees/Expenses		\$ 0.00	\$ -2,756.67
Total Disbursements		\$ 0.00	\$ -2,756.67



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (15) 04/01/22 To 06/30/22	06/30/22		-194,486.09
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Purchased 60000 05/23/22 From Wells Fargo Securities, LLC @ 97.277343	05/24/22		-58,366.41
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Purchased 100000 05/02/22 From Citigroup Global Markets Inc @ 95.066406	05/03/22		-95,066.41
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Purchased 160000 05/02/22 From Wells Fargo Securities, LLC @ 99.527343	05/03/22		-159,243.75
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Purchased 100000 05/02/22 From Bank of Amer Secs LLC Montgomer @ 99.714844	05/03/22		-99,714.84
Total Purchases		\$ 0.00	\$ -606,877.50

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (5) 04/01/22 To 06/30/22	06/30/22	418,160.37	
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Recd Proceeds on Maturity of 60,000 Par Value	04/08/22	60,000.00	
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable Recd Proceeds on Maturity of 50,000 Par Value	04/27/22	50,000.00	112.50



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Recd Proceeds on Maturity of 60,000 Par Value	04/05/22	60,000.00	
Total Sales		\$ 588,160.37	\$ 112.50

Non-Cash Activity		
	Date	Cost
American Express Co Sr Gbl Nt 3.00% Dtd 10/30/2017 Due 10/30/2024 Callable Amortization of Premium	04/29/22	-952.20
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Amortization of Premium	05/11/22	-20.20
Clackamas Cnty Ore Sch Dist No GO Bds B 5.00% Dtd 03/02/2017 Due 06/15/2023 Non-Callable Amortization of Premium	06/15/22	-1,143.50
Amortization of Premium	06/15/22	-458.60
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Amortization of Premium	04/08/22	-197.60
Amortization of Premium	04/08/22	-395.20
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Amortization of Premium	04/05/22	-25.80
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Amortization of Premium	05/02/22	-849.50
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	06/01/22	-93.45
Amortization of Premium	06/01/22	-72.00
Amortization of Premium	06/01/22	-34.50



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

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 04/01/22 - 06/30/22

Non-Cash Activity

	Date	Cost
Modesto Calif Irr Dist Fing Au Rev		
Bds 2015a 5.00% Dtd 07/15/2015 Due		
10/01/2023 Non-Callable		
Amortization of Premium	04/01/22	-915.20
Amortization of Premium	04/01/22	-1,128.00
New York Life Gbl Fdg MTN 144a Sr		
Sec Gbl 1.10% Dtd 05/07/2020 Due		
05/05/2023 Non-Callable		
Amortization of Premium	05/05/22	-326.70
San Juan Calif Uni Sch Dist Bds		
Zero Cpn Dtd 08/02/2001 Due		
08/01/2023 Non-Callable		
Accretion of Discount	04/29/22	13.80
Accretion of Discount	04/29/22	3.86
Accretion of Discount	05/31/22	13.80
Accretion of Discount	05/31/22	3.86
Accretion of Discount	06/30/22	13.80
Accretion of Discount	06/30/22	3.86
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	04/29/22	29.03
Accretion of Discount	04/29/22	14.95
Accretion of Discount	05/31/22	29.03
Accretion of Discount	05/31/22	14.95
Accretion of Discount	06/30/22	29.03
Accretion of Discount	06/30/22	14.95
Tarkington Tex Indpt Sch Dist		
Taxable Unltd Tax Ref Bd Taxable		
Zero Cpn Dtd 02/01/2021 Due		
02/15/2023 Non-Callable		
Accretion of Discount	04/29/22	42.51
Accretion of Discount	05/31/22	42.51
Accretion of Discount	06/30/22	42.51
Tennessee Valley Auth Sr Gbl A Bd		
0.75% Dtd 05/11/2020 Due 05/15/2025		
Non-Callable		
Amortization of Premium	05/13/22	-259.50
Amortization of Premium	05/13/22	-259.50
Toyota Motor Credit Corp Fr		
3.00% Dtd 04/01/2020 Due 04/01/2025		
Callable		
Amortization of Premium	04/01/22	-551.50



WBSD - CAPITAL PROJECT RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Non-Cash Activity		
	Date	Cost
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable Amortization of Premium	04/01/22	-837.90
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Amortization of Premium	04/29/22	-62.30
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Amortization of Premium	06/30/22	-1,154.53
University Calif Revs Gen Rev Bds 2015 A Taxable 2.909% Dtd 03/25/2015 Due 05/15/2023 Callable Amortization of Premium	05/13/22	-512.85
Amortization of Premium	05/13/22	-307.50
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	04/29/22	45.34
Accretion of Discount	05/31/22	45.34
Accretion of Discount	06/30/22	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 Accretion of Discount	04/29/22	89.38
Accretion of Discount	04/29/22	89.38
Accretion of Discount	05/31/22	89.38
Accretion of Discount	05/31/22	89.38
Accretion of Discount	06/30/22	89.38
Accretion of Discount	06/30/22	89.38
Washington St Motor Veh Fuel Tax B 2003 C Zero Cpn Dtd 10/02/2002 Due 06/01/2023 Non-Callable Accretion of Discount	04/29/22	11.62
Accretion of Discount	05/31/22	11.62
Accretion of Discount	06/30/22	11.62
Total Non-Cash Transactions		\$ -9,538.42

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.



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.



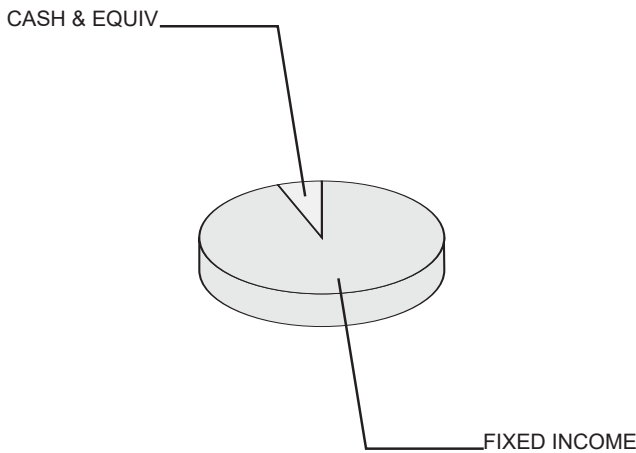
WBSD - EMERGENCY CAPITAL RESERVE

Account Number: [REDACTED]
 Statement Period: 04/01/22 - 06/30/22

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	290,919.13	6.0%
Fixed Income	4,558,936.39	94.0%
Total Portfolio	\$ 4,849,855.52	100.0%
Accrued Income	28,106.31	
Total Valuation	\$ 4,877,961.83	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 4,898,669.87	\$ 4,119,549.77
Income		
Interest.....	29,085.18	105,096.37
Purchased Income.....	-3,652.86	-9,326.48
Disbursements.....	-2,303.49	-9,397.08
Cash Transfers.....	0.00	233,400.00
Realized Gains/(Losses).....	270.00	8.81
Change In Accrued Income.....	582.27	2,873.18
Change In Market Appreciation/(Depreciation).....	-32,464.32	-149,299.22
Non-Cash Asset Changes.....	-12,224.82	585,056.48
Ending Market Value	\$ 4,877,961.83	\$ 4,877,961.83



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	142,053.470	142,053.47 142,053.47	2,002.00 51.90	1.41%
US Treasury Bill Due 10/06/2022	150,000.000	148,865.66 149,259.00	0.00 433.84	0.00%
Total Cash Equivalents		\$ 290,919.13 \$ 291,312.47	2,002.00 485.74	0.69%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	50,000.000	49,717.00 52,577.00	1,700.00 481.66	3.42%
American Express Co Sr Gbl 2.50% Dtd 07/30/2019 Due 07/30/2024 Callable	100,000.000	97,294.00 103,525.00	2,500.00 1,048.61	2.57%
American Tower Corp Sr Gbl Nt 3.00% Dtd 12/08/2017 Due 06/15/2023 Callable	55,000.000	54,417.00 56,334.85	1,650.00 73.33	3.03%
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable	25,000.000	24,561.00 25,101.00	187.00 26.04	0.76%
Apple Inc Sr Gbl 0.70% Dtd 02/08/2021 Due 02/08/2026 Callable	50,000.000	45,522.00 49,948.00	350.00 139.02	0.77%
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	93,704.00 100,000.00	583.00 48.58	0.62%
Beverly Hills Calif Uni Sch Di GO Bds Zero Cpn Dtd 02/10/2009 Due 08/01/2023 Non-Callable	50,000.000	48,920.00 49,794.60	0.00	0.00%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	100,000.000	100,402.00 106,081.50	3,500.00 1,001.38	3.49%
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	93,678.00 100,000.00	658.00 54.83	0.70%



WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
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04/01/22 - 06/30/22

Asset Position As of 06/30/22

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	54,221.20 59,786.65	1,856.00 701.25	3.42%
Deere John Capital Corp Fr 3.45% Dtd 03/13/2018 Due 03/13/2025 Non-Callable	40,000.000	40,000.80 43,350.40	1,380.00 413.99	3.45%
Deschutes Cnty Ore Administrat GO Bds 5.00% Dtd 08/31/2017 Due 06/15/2023 Non-Callable	45,000.000	46,421.55 47,028.15	2,250.00 100.00	4.85%
Disney Walt Co Sr Glbl Nt 1.65% Dtd 09/06/2019 Due 09/01/2022 Callable	45,000.000	44,947.80 45,212.85	742.00 247.50	1.65%
Exxon Mobil Corp Sr Glbl Nt 1.902% Dtd 08/16/2019 Due 08/16/2022 Callable	45,000.000	44,940.60 45,327.60	855.00 320.96	1.90%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable	270,000.000	255,471.30 270,000.00	1,620.00 274.50	0.63%
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable	100,000.000	94,094.00 100,000.00	600.00 101.66	0.64%
Federal Farm Cr Bks Cons Systemwide Bds 1.90% Dtd 08/03/2017 Due 08/03/2022 Non-Callable	80,000.000	80,024.00 80,021.60	1,520.00 624.88	1.90%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	100,000.000	93,381.00 100,000.00	710.00 138.05	0.76%
JPMorgan Chase & Co Sr Nt 3.25% Dtd 09/24/2012 Due 09/23/2022 Non-Callable	80,000.000	80,124.00 80,937.85	2,600.00 707.77	3.24%
Longview Tex Indpt Sch Dist Ultd Tax Ref Bds 5.00% Dtd 04/15/2016 Due 02/15/2023 Non-Callable	55,000.000	56,174.80 57,573.45	2,750.00 1,038.88	4.90%
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable	65,000.000	67,672.80 68,361.80	3,250.00 541.66	4.80%



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 04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
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	60,165.00 61,388.40	3,000.00 1,249.99	4.99%
Mountain View Los Altos Calif GO Bds 2010a Zero Cpn Dtd 09/09/2010 Due 08/01/2023 Non-Callable	50,000.000	48,909.50 49,810.77	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	49,015.00 50,362.50	550.00 85.55	1.12%
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable	45,000.000	45,279.45 45,594.45	2,101.00 525.26	4.64%
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	150,000.00 150,838.50	4,258.00 2,129.25	2.84%
Oklahoma St Capitol Impt Auth Bds 2019 C 4.00% Dtd 09/10/2019 Due 01/01/2023 Non-Callable	50,000.000	50,628.50 51,769.00	2,000.00 1,000.00	3.95%
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable	96,000.000	93,590.40 99,864.34	2,304.00 576.00	2.46%
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	45,308.25 46,032.30	1,181.00 295.31	2.61%
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	100,181.00 100,894.00	3,000.00 1,133.33	2.99%
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable	70,000.000	71,348.90 74,393.00	3,325.00 831.24	4.66%
Small Business Admin Gtd Ln Pool Cfs 4.34% Dtd 03/17/2004 Due 03/01/2024 Callable	2,399.460	2,377.24 3,782.63	104.00 66.59	4.38%
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable	100,000.000	99,735.00 102,594.00	3,100.00 396.11	3.11%



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 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

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	55,000.000	54,658.45 58,440.80	2,337.00 883.05	4.28%
Tamalpais Calif Un High Sch Di GO Ref Bds 5.00% Dtd 11/25/2014 Due 08/01/2023 Non-Callable	60,000.000	62,135.40 64,148.40	3,000.00 1,249.99	4.83%
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable	100,000.000	93,533.00 101,042.00	750.00 95.83	0.80%
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable	75,000.000	74,870.25 77,506.50	3,000.00 249.99	4.01%
Toyota Motor Credit Corp Fr 2.90% Dtd 04/01/2020 Due 03/30/2023 Non-Callable	90,000.000	90,010.80 91,730.90	2,610.00 659.75	2.90%
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable	80,000.000	78,476.80 85,174.80	2,400.00 600.00	3.06%
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable	100,000.000	99,718.00 101,862.00	2,500.00 624.99	2.51%
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024	100,000.000	94,608.00 93,621.09	375.00 140.88	0.40%
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024	50,000.000	49,377.00 49,677.73	1,125.00 282.78	2.28%
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026	200,000.000	190,150.00 190,132.81	3,250.00 1,220.99	1.71%
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023	250,000.000	245,732.50 250,365.66	4,062.00 684.44	1.65%
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024	120,000.000	118,959.60 119,432.81	3,000.00 383.15	2.52%
US Treasury Note 2.625% Dtd 02/28/2018 Due 02/28/2023	100,000.000	99,949.00 101,426.30	2,625.00 877.37	2.63%
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023	250,000.000	249,347.50 253,113.05	6,562.00 17.83	2.63%
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024	200,000.000	198,548.00 199,429.69	5,000.00 2,085.63	2.52%

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04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
US Treasury Note 2.375% Dtd 02/28/2019 Due 02/29/2024	150,000.000	148,612.50 152,285.17	3,562.00 1,190.72	2.40%
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	138,991.50 148,265.28	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	89,031.00 97,765.31	0.00	0.00%
Total Fixed Income		\$ 4,558,936.39 \$ 4,713,706.49	102,342.00 27,620.57	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		\$ 4,849,855.52 \$ 5,005,018.96	104,344.00 28,106.31	2.15%
Total Market Value Plus Accruals		\$ 4,877,961.83		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct Int To 03/31/22	04/01/22		14.00
Int To 04/30/22	05/02/22		84.67
Int To 05/31/22	06/01/22		32.62
American Tower Corp Sr Gbl Nt 3.00% Dtd 12/08/2017 Due 06/15/2023 Callable Int To 06/15/22 on 55,000	06/15/22		825.00



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Income Activity			
	Date	Income Cash	Principal Cash
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Int To 05/11/22 on 25,000	05/11/22		93.75
Asotin Cnty Wash Taxable GO LTD Tax Bds 2021 B Taxable 0.583% Dtd 02/25/2021 Due 12/01/2024 Non-Callable Int To 06/01/22 on 100,000	06/01/22		291.50
Cashmere Wash Wtr & Swr Rev Taxable Ref Bds 2021b Taxable 0.658% Dtd 02/24/2021 Due 12/01/2024 Non-Callable Int To 06/01/22 on 100,000	06/01/22		329.00
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Interest on Maturity of	04/08/22		626.50
Deschutes Cnty Ore Administrat GO Bds 5.00% Dtd 08/31/2017 Due 06/15/2023 Non-Callable Int To 06/15/22 on 45,000	06/15/22		1,125.00
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable Int To 04/27/22 on 120,000	04/27/22		1,380.00
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 12/30/2024 Callable Int To 04/30/22 on 270,000	05/02/22		810.00
Federal Home Loan Bks Cons Bds 0.60% Dtd 04/30/2021 Due 10/30/2024 Callable Int To 04/30/22 on 100,000	05/02/22		300.00
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable Int To 04/21/22 on 100,000	04/21/22		355.00
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Int To 04/05/22 on 160,000	04/05/22		1,500.00



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Income Activity			
	Date	Income Cash	Principal Cash
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Int To 06/09/22 on 100,000	06/09/22		1,275.00
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable Int To 05/01/22 on 65,000	05/02/22		1,625.00
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Int To 05/05/22 on 50,000	05/05/22		275.00
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable Int To 04/01/22 on 45,000	04/01/22		1,050.52
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable Int To 04/01/22 on 96,000	04/01/22		1,152.00
Putnam Cnty Tenn GO Sch Bds 2.625% Dtd 06/06/2013 Due 04/01/2026 Prerefunded 04/01/2023 @ 100.000 Callable Int To 04/01/22 on 45,000	04/01/22		590.62
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable Int To 04/01/22 on 70,000	04/01/22		1,662.50
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable Int To 05/15/22 on 100,000	05/16/22		1,550.00
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable Int To 05/15/22 on 100,000	05/16/22		375.00
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Int To 06/26/22 on 100,000	06/27/22		1,000.00



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Income Activity			
	Date	Income Cash	Principal Cash
Global Pmts Inc Sr Gbl Nt 4.00% Dtd 05/11/2018 Due 06/01/2023 Callable Int To 06/01/22 on 75,000	06/01/22		1,500.00
Toyota Motor Credit Corp Fr 3.00% Dtd 04/01/2020 Due 04/01/2025 Callable Int To 04/01/22 on 80,000	04/01/22		1,200.00
United Parcel Service Inc Sr Nt 2.50% Dtd 11/14/2017 Due 04/01/2023 Callable Int To 04/01/22 on 100,000	04/01/22		1,250.00
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Int To 04/30/22 on 250,000	05/02/22		2,031.25
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Int To 05/15/22 on 120,000	05/16/22		1,500.00
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Int To 06/30/22 on 250,000	06/30/22		3,281.25
Total Interest Income		\$ 0.00	\$ 29,085.18
Purchased Income			
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Accrued Int To 06/15/22 Paid on Purchase of 100,000	06/15/22		-124.31
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024 Accrued Int To 05/24/22 Paid on Purchase of 50,000	05/24/22		-165.98
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Accrued Int To 05/03/22 Paid on Purchase of 200,000	05/03/22		-691.30
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Accrued Int To 05/03/22 Paid on Purchase of 120,000	05/03/22		-1,400.55



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Income Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Accrued Int To 05/03/22 Paid on Purchase of 200,000	05/03/22		-1,270.72
Total Purchased Income		\$ 0.00	\$ -3,652.86
Total Income		\$ 0.00	\$ 25,432.32

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 03/31/22	04/15/22		-795.14
Monthly Fee To 04/30/22	05/13/22		-793.77
Monthly Fee To 05/31/22	06/15/22		-714.58
Total Fees/Expenses		\$ 0.00	\$ -2,303.49
Total Disbursements		\$ 0.00	\$ -2,303.49

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (13) 04/01/22 To 06/30/22	06/30/22		-552,135.18
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Purchased 100000 06/14/22 From Wells Fargo Securities, LLC @ 93.621093	06/15/22		-93,621.09
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024 Purchased 50000 05/23/22 From First Tennessee Bank NA Bond Di @ 99.355468	05/24/22		-49,677.73
US Treasury Note 1.625% Dtd 02/15/2016 Due 02/15/2026 Purchased 200000 05/02/22 From Citigroup Global Markets Inc @ 95.066406	05/03/22		-190,132.81



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Purchase Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Purchased 120000 05/02/22 From Wells Fargo Securities, LLC @ 99.527343	05/03/22		-119,432.81
US Treasury Note 2.50% Dtd 01/31/2019 Due 01/31/2024 Purchased 200000 05/02/22 From Bank of Amer Secs LLC Montgomer @ 99.714844	05/03/22		-199,429.69
Total Purchases		\$ 0.00	\$ -1,204,429.31

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (6) 04/01/22 To 06/30/22	06/30/22	656,300.48	
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Recd Proceeds on Maturity of 45,000 Par Value	04/08/22	45,000.00	
Federal Home Loan Bks Cons Bds Step Cpn Dtd 04/27/2017 Due 04/27/2022 Callable Recd Proceeds on Maturity of 120,000 Par Value	04/27/22	120,000.00	270.00
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Recd Proceeds on Maturity of 160,000 Par Value	04/05/22	160,000.00	
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Recd Proceeds on Maturity of 100,000 Par Value	06/09/22	100,000.00	



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Sale Activity			
	Date	Proceeds	Realized Gain/Loss
3M Co Fr 2.00% Dtd 06/26/2012 Due 06/26/2022 Non-Callable Recd Proceeds on Maturity of 100,000 Par Value	06/27/22	100,000.00	
Total Sales		\$ 1,181,300.48	\$ 270.00

Non-Cash Activity		
	Date	Cost
American Tower Corp Sr Gbl Nt 3.00% Dtd 12/08/2017 Due 06/15/2023 Callable Amortization of Premium	06/15/22	-664.95
Apple Inc Sr Gbl Nt 0.75% Dtd 05/11/2020 Due 05/11/2023 Callable Amortization of Premium	05/11/22	-50.50
Beverly Hills Calif Uni Sch Di GO Bds Zero Cpn Dtd 02/10/2009 Due 08/01/2023 Non-Callable Accretion of Discount	04/29/22	15.75
Accretion of Discount	05/31/22	15.75
Accretion of Discount	06/30/22	15.75
Credit Suisse Ag New York Bran Fr 2.80% Dtd 04/09/2020 Due 04/08/2022 Non-Callable Amortization of Premium	04/08/22	-444.60
Deschutes Cnty Ore Administrat GO Bds 5.00% Dtd 08/31/2017 Due 06/15/2023 Non-Callable Amortization of Premium	06/15/22	-1,010.70
Federal Natl Mtg Assn 1.875% Dtd 04/10/2017 Due 04/05/2022 Non-Callable Amortization of Premium	04/05/22	-185.60
Harley Davidson Finl Svcs Inc Fr 2.55% Dtd 06/09/2017 Due 06/09/2022 Callable Amortization of Premium	06/09/22	-167.00



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Non-Cash Activity		
	Date	Cost
Los Angeles Calif Mun Impt COR Bds 2019a 5.00% Dtd 06/26/2019 Due 11/01/2023 Non-Callable Amortization of Premium	05/02/22	-1,018.80
Amortization of Premium	05/02/22	-84.90
Mountain View Los Altos Calif GO Bds 2010a Zero Cpn Dtd 09/09/2010 Due 08/01/2023 Non-Callable Accretion of Discount	04/29/22	14.50
Accretion of Discount	05/31/22	14.50
Accretion of Discount	06/30/22	14.50
New York Life Gbl Fdg MTN 144a Sr Sec Gbl 1.10% Dtd 05/07/2020 Due 05/05/2023 Non-Callable Amortization of Premium	05/05/22	-181.00
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable Amortization of Premium	04/01/22	-588.60
Paypal Hldgs Inc Sr Gbl 2.40% Dtd 09/26/2019 Due 10/01/2024 Callable Amortization of Premium	04/01/22	-448.80
Amortization of Premium	04/01/22	-314.88
Putnam Cnty Tenn GO Sch Bds 2.625% Dtd 06/06/2013 Due 04/01/2026 Prerefunded 04/01/2023 @ 100.000 Callable Amortization of Premium	04/01/22	-514.80
San Francisco Calif City & Cnt Wastewtr Rev Bds 2010b Taxable 4.75% Dtd 06/08/2010 Due 10/01/2023 Callable Amortization of Premium	04/01/22	-1,246.20
Amortization of Premium	04/01/22	-210.20
State Str Corp Sr Sb Nt 3.10% Dtd 05/15/2013 Due 05/15/2023 Non-Callable Amortization of Premium	05/13/22	-650.00
Amortization of Premium	05/13/22	-584.50
Tennessee Valley Auth Sr Gbl A Bd 0.75% Dtd 05/11/2020 Due 05/15/2025 Non-Callable Amortization of Premium	05/13/22	-173.00



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Non-Cash Activity		
	Date	Cost
3M Co Fr		
2.00% Dtd 06/26/2012 Due 06/26/2022		
Non-Callable		
Accretion of Discount	04/29/22	22.27
Accretion of Discount	05/31/22	22.27
Accretion of Discount	06/27/22	19.55
Global Pmts Inc Sr Gbl Nt		
4.00% Dtd 05/11/2018 Due 06/01/2023		
Callable		
Amortization of Premium	06/01/22	-1,248.00
Toyota Motor Credit Corp Fr		
3.00% Dtd 04/01/2020 Due 04/01/2025		
Callable		
Amortization of Premium	04/01/22	-409.20
Amortization of Premium	04/01/22	-441.20
United Parcel Service Inc Sr Nt		
2.50% Dtd 11/14/2017 Due 04/01/2023		
Callable		
Amortization of Premium	04/01/22	-926.00
US Treasury Note		
1.625% Dtd 10/31/2016 Due 10/31/2023		
Amortization of Premium	04/29/22	-44.50
US Treasury Note		
2.625% Dtd 06/30/2018 Due 06/30/2023		
Amortization of Premium	06/30/22	-1,154.53
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	04/29/22	68.02
Accretion of Discount	05/31/22	68.02
Accretion of Discount	06/30/22	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	04/29/22	59.58
Accretion of Discount	05/31/22	59.58
Accretion of Discount	06/30/22	59.58
Total Non-Cash Transactions		\$ -12,224.82



BANK OF THE WEST
BNP PARIBAS
WEALTH MANAGEMENT

WBSD - EMERGENCY CAPITAL RESERVE

Account Number:
Statement Period:

04/01/22 - 06/30/22

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.



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.

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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.



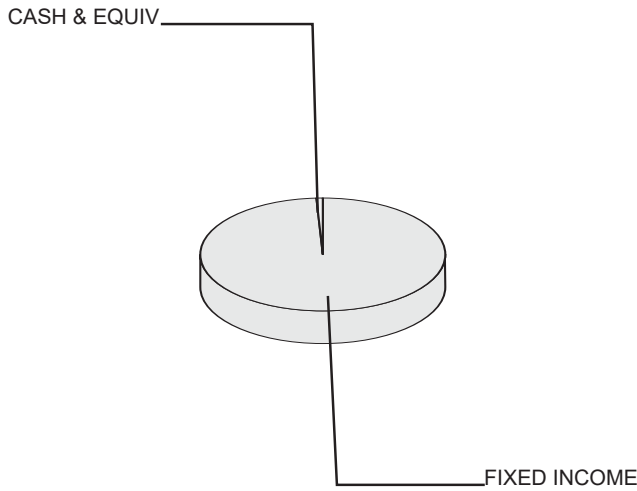
WBSD - RECYCLED WATER CASH FLOW

Account Number: [REDACTED]
 Statement Period: 04/01/22 - 06/30/22

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	46,221.10	0.8%
Fixed Income	5,552,036.75	99.2%
Total Portfolio	\$ 5,598,257.85	100.0%
Accrued Income	25,269.33	
Total Valuation	\$ 5,623,527.18	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 645,542.51	\$ 229,869.44
Income		
Interest.....	5,596.94	20,993.07
Purchased Income.....	-11,473.02	-12,479.59
Additions.....	5,000,000.00	5,000,000.00
Disbursements.....	-1,035.97	-1,918.45
Cash Transfers.....	0.00	24,938.53
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	20,798.45	24,170.92
Change In Market Appreciation/(Depreciation).....	-32,902.89	-50,390.32
Non-Cash Asset Changes.....	-2,998.84	388,343.58
Ending Market Value	\$ 5,623,527.18	\$ 5,623,527.18



WBSD - RECYCLED WATER CASH FLOW

Account Number:
Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
Cash Equivalents				
Bank of The West Advantage Acct	46,221.100	46,221.10 46,221.10	651.00 63.48	1.41%
Total Cash Equivalents		\$ 46,221.10 \$ 46,221.10	651.00 63.48	1.41%
Fixed Income				
Anz National Intl LTD Fr 3.40% Dtd 03/19/2019 Due 03/19/2024 Non-Callable	70,000.000	69,603.80 73,614.80	2,380.00 674.33	3.42%
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable	15,000.000	14,922.90 16,266.30	555.00 40.08	3.72%
Blackrock Inc Sr Nt 3.50% Dtd 03/18/2014 Due 03/18/2024 Callable	70,000.000	70,281.40 74,170.60	2,450.00 700.97	3.49%
Comcast Corp New Sr Nt 3.375% Dtd 05/27/2015 Due 08/15/2025 Callable	30,000.000	29,575.20 32,617.50	1,012.00 382.50	3.42%
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable	20,000.000	18,676.20 20,000.00	142.00 27.61	0.76%
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable	20,000.000	20,285.60 21,729.00	930.00 154.99	4.58%
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable	35,000.000	35,217.35 35,462.35	1,634.00 408.53	4.64%
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable	60,000.000	60,618.60 61,025.40	3,119.00 259.95	5.15%
Synchrony Financial Sr Gbl Nt 4.25% Dtd 08/11/2014 Due 08/15/2024 Callable	40,000.000	39,751.60 42,506.40	1,700.00 642.22	4.28%
US Treasury Note 0.75% Dtd 03/31/2021 Due 03/31/2026	20,000.000	18,372.00 19,896.88	150.00 37.70	0.82%

3H-58



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Asset Position As of 06/30/22

Asset Description	Units	Market Value Cost	Est. Annual Income Accruals	Current Yield
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024	120,000.000	113,529.60 112,345.31	450.00 169.05	0.40%
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024	1,600,000.000	1,548,512.00 1,556,437.49	14,000.00 5,839.78	0.90%
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024	1,800,000.000	1,777,572.00 1,788,398.43	40,500.00 10,180.33	2.28%
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023	50,000.000	49,146.50 50,073.13	812.00 136.88	1.65%
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024	1,600,000.000	1,586,128.00 1,596,562.50	40,000.00 5,108.69	2.52%
US Treasury Note 2.625% Dtd 02/28/2018 Due 02/28/2023	50,000.000	49,974.50 50,713.15	1,312.00 438.68	2.63%
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023	50,000.000	49,869.50 50,622.61	1,312.00 3.56	2.63%
Total Fixed Income		\$ 5,552,036.75 \$ 5,602,441.85	112,458.00 25,205.85	2.03%
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		\$ 5,598,257.85 \$ 5,648,662.95	113,109.00 25,269.33	2.02%
Total Market Value Plus Accruals		\$ 5,623,527.18		

Income Activity

	Date	Income Cash	Principal Cash
Interest Income			
Bank of The West Advantage Acct			
Int To 03/31/22	04/01/22		2.06
Int To 04/30/22	05/02/22		7.05



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
Int To 05/31/22	06/01/22		425.06
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable Int To 06/05/22 on 15,000	06/06/22		277.50
Bristol Myers Squibb Co Sr Gbl 144a 2.60% Dtd 05/16/2019 Due 05/16/2022 Callable Int To 05/16/22 on 70,000	05/16/22		910.00
Federal Farm Cr Bks Cons Systemwide Bds 0.71% Dtd 04/21/2021 Due 04/21/2025 Callable Int To 04/21/22 on 20,000	04/21/22		71.00
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Int To 05/01/22 on 20,000	05/02/22		465.00
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable Int To 04/01/22 on 35,000	04/01/22		817.07
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable Int To 06/01/22 on 60,000	06/01/22		1,559.70
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Int To 04/30/22 on 50,000	05/02/22		406.25
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Int To 06/30/22 on 50,000	06/30/22		656.25
Total Interest Income		\$ 0.00	\$ 5,596.94
Purchased Income			
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Accrued Int To 06/15/22 Paid on Purchase of 120,000	06/15/22		-149.17
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Accrued Int To 05/24/22 Paid on Purchase of 1,600,000	05/24/22		-4,370.17



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Income Activity			
	Date	Income Cash	Principal Cash
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024 Accrued Int To 05/24/22 Paid on Purchase of 1,800,000	05/24/22		-5,975.42
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Accrued Int To 05/24/22 Paid on Purchase of 1,600,000	05/24/22		-978.26
Total Purchased Income		\$ 0.00	\$ -11,473.02
Total Income		\$ 0.00	\$ -5,876.08

Additions			
	Date	Income Cash	Principal Cash
Miscellaneous Additions			
Addition To Account ACH Transfer From Botw Ckg Ending In 6049 Per Client Instructions: 05/19/2022	05/20/22		5,000,000.00
Total Miscellaneous Additions		\$ 0.00	\$ 5,000,000.00
Total Additions		\$ 0.00	\$ 5,000,000.00

Disbursement Activity			
	Date	Income Cash	Principal Cash
Fees/Expenses			
Monthly Fee To 03/31/22	04/15/22		-104.65
Monthly Fee To 04/30/22	05/13/22		-104.23
Monthly Fee To 05/31/22	06/15/22		-827.09
Total Fees/Expenses		\$ 0.00	\$ -1,035.97
Total Disbursements		\$ 0.00	\$ -1,035.97



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

04/01/22 - 06/30/22

Purchase Activity			
	Date	Income Cash	Principal Cash
Bank of The West Advantage Acct Purchases (8) 04/01/22 To 06/30/22	06/30/22		-5,075,596.94
US Treasury Note 0.375% Dtd 08/15/2021 Due 08/15/2024 Purchased 120000 06/14/22 From Wells Fargo Securities, LLC @ 93.621093	06/15/22		-112,345.31
US Treasury Note 0.875% Dtd 01/31/2022 Due 01/31/2024 Purchased 1600000 05/23/22 From Wells Fargo Securities, LLC @ 97.277343	05/24/22		-1,556,437.49
US Treasury Note 2.25% Dtd 03/31/2022 Due 03/31/2024 Purchased 1800000 05/23/22 From First Tennessee Bank NA Bond Di @ 99.355468	05/24/22		-1,788,398.43
US Treasury Note 2.50% Dtd 05/15/2014 Due 05/15/2024 Purchased 1600000 05/23/22 From Stifel Nicolaus & Co @ 99.785156	05/24/22		-1,596,562.50
Total Purchases		\$ 0.00	\$ -10,129,340.67

Sale Activity			
	Date	Proceeds	Realized Gain/Loss
Bank of The West Advantage Acct Sales (5) 04/01/22 To 06/30/22	06/30/22	5,066,252.72	
Bristol Myers Squibb Co Sr Gbl 144a 2.60% Dtd 05/16/2019 Due 05/16/2022 Callable Recd Proceeds on Maturity of 70,000 Par Value	05/16/22	70,000.00	
Total Sales		\$ 5,136,252.72	\$ 0.00



WBSD - RECYCLED WATER CASH FLOW

Account Number:
 Statement Period:

██████████
 04/01/22 - 06/30/22

Non-Cash Activity		
	Date	Cost
BB&T Corp Sr Medium Term Nts Fr 3.70% Dtd 06/05/2018 Due 06/05/2025 Callable Amortization of Premium	06/03/22	-208.05
Bristol Myers Squibb Co Sr Gbl 144a 2.60% Dtd 05/16/2019 Due 05/16/2022 Callable Amortization of Premium	05/16/22	-736.40
Kla Tencor Corp Sr Gbl Nt 4.65% Dtd 11/06/2014 Due 11/01/2024 Callable Amortization of Premium	05/02/22	-339.80
New York N Y GO Bds Subser Taxable 4.669% Dtd 10/15/2009 Due 10/01/2022 Callable Amortization of Premium	04/01/22	-457.80
New York N Y GO Bds 2010 D Taxable 5.199% Dtd 12/17/2009 Due 12/01/2022 Callable Amortization of Premium	06/01/22	-169.50
	06/01/22	-847.50
US Treasury Note 1.625% Dtd 10/31/2016 Due 10/31/2023 Amortization of Premium	04/29/22	-8.89
US Treasury Note 2.625% Dtd 06/30/2018 Due 06/30/2023 Amortization of Premium	06/30/22	-230.90
Total Non-Cash Transactions		\$ -2,998.84

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WEST BAY SANITARY DISTRICT AGENDA ITEM 3I

To: *Board of Directors*

From: *Debra Fisher, Finance Manager*

Subject: *Bank of the West Monthly Investment Portfolio Statements*

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. At the same time, the Operating Reserve increased to six months of operations and moved to Local Agency Investment Fund (LAIF), in order to have the funds more accessible. This was necessary, as Operating Reserves are intended to fund the District between July 1st and December each year, when the County of San Mateo delivers the first installment of sewer service charges collected through tax rolls.

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, current 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 Pension Trust and Recycled Water State Revolving Fund (SRF) Reserves. 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>Originated</u>	<u>Target Balance</u>	<u>Target</u>
Operating Reserve	11/26/2014	\$11.1 million *	Achieved
Rate Stabilization Reserve	10/30/2015	\$10 million	Unfulfilled
Treatment Plant Reserve	8/01/2021	\$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	Achieved

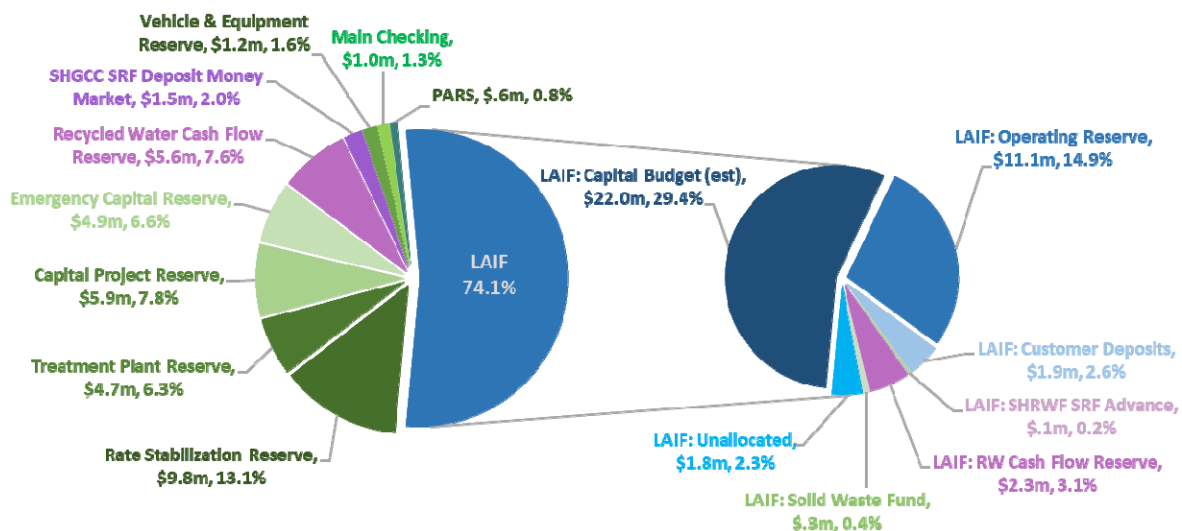
Fiscal Impact

The District has approximately \$74.7 million in all reserve and bank accounts as of July 31, 2022, including restricted funds. There are \$3.6 million in transfers in the approved FY 2022-23 Budget, to be completed after sufficient funds are received for sewer service fees through the San Mateo County Tax Roll.

- \$41,688,468 is in cash equivalent accounts, which are used for operations, current capital expenditures, and customer deposits.
- \$30,887,210 is in unrestricted investment accounts.
- \$620,037 is in restricted Public Agency Retirement Services (PARS Trust), as of June 30, 2022 (current statement not yet available).
- \$1,516,116 is the deposit held for SHGCC SRF Loan Reserves.

Effective July 1, 2022, the Operating Reserve target increased to \$11.1 million, based on the approved budget for Fiscal Year 2022-23. This represents six months of operations, held in LAIF. At July 31, 2022 there are four funds that are under their target balance. Three are \$467 thousand under, due to fluctuations in market values. The Treatment Plant Reserve, created August 1, 2021 and expected to be funded over five year, is \$7.3 million under the target. An additional \$2.2 million in funds held for increases in capacity in LAIF was transferred to the Treatment Plant Reserve on July 7, 2022, to earn additional yield until needed.

Cash & Investments July 31, 2022



The monthly statement synopsis indicating the amount of each reserve fund the District holds in the Bank of the West Investment Portfolios are attached. Quarterly reports on the Investment Portfolios will include details of investments of each reserve account.

Recommendation

The Finance Manager recommends the District Board accept the Investment Portfolio Statements by affirming and approving the items listed in the Consent Calendar.

Attached: 2022-07 Investments



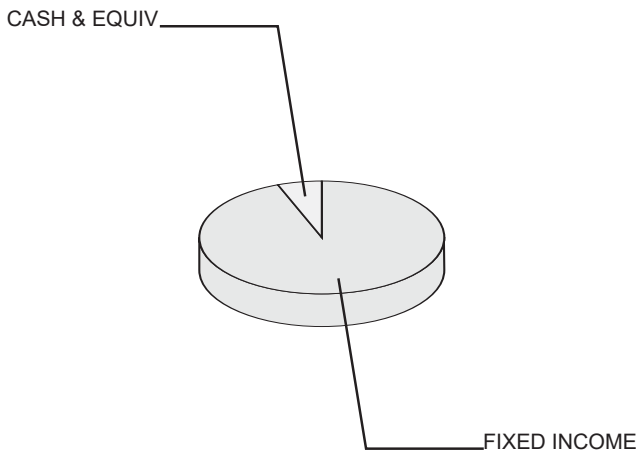
WBSD - RATE STABILIZATION RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/22 - 07/31/22

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	548,220.58	5.6%
Fixed Income	9,164,832.72	94.4%
Total Portfolio	\$ 9,713,053.30	100.0%
Accrued Income	66,155.90	
Total Valuation	\$ 9,779,209.20	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 9,737,901.10	\$ 9,737,901.10
Income		
Interest.....	3,636.44	3,636.44
Purchased Income.....	-183.30	-183.30
Disbursements.....	-1,423.13	-1,423.13
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	14,281.39	14,281.39
Change In Market Appreciation/(Depreciation).....	28,460.92	28,460.92
Non-Cash Asset Changes.....	-3,464.22	-3,464.22
Ending Market Value	\$ 9,779,209.20	\$ 9,779,209.20



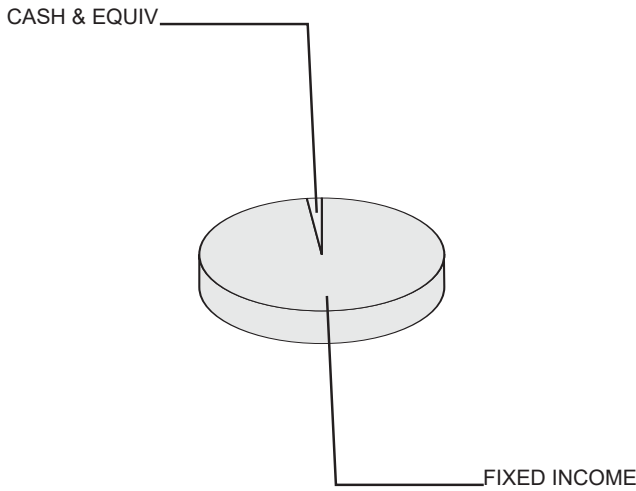
WBSD - TREATMENT PLANT RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/22 - 07/31/22

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	98,227.54	2.1%
Fixed Income	4,596,141.00	97.9%
Total Portfolio	\$ 4,694,368.54	100.0%
Accrued Income	18,597.27	
Total Valuation	\$ 4,712,965.81	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 2,493,136.18	\$ 2,493,136.18
Income		
Interest.....	17.61	17.61
Purchased Income.....	-2,652.33	-2,652.33
Additions.....	2,202,111.08	2,202,111.08
Disbursements.....	-364.81	-364.81
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	8,407.55	8,407.55
Change In Market Appreciation/(Depreciation).....	9,624.01	9,624.01
Non-Cash Asset Changes.....	2,686.52	2,686.52
Ending Market Value	\$ 4,712,965.81	\$ 4,712,965.81



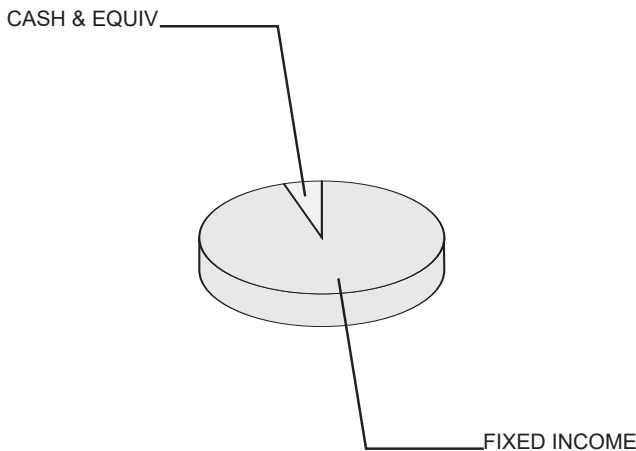
WBSD - CAPITAL PROJECT RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/22 - 07/31/22

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	291,428.64	5.0%
Fixed Income	5,524,153.80	95.0%
Total Portfolio	\$ 5,815,582.44	100.0%
Accrued Income	40,583.99	
Total Valuation	\$ 5,856,166.43	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 5,830,876.97	\$ 5,830,876.97
Income		
Interest.....	4,214.40	4,214.40
Purchased Income.....	-59.78	-59.78
Disbursements.....	-851.63	-851.63
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	6,000.91	6,000.91
Change In Market Appreciation/(Depreciation).....	17,640.32	17,640.32
Non-Cash Asset Changes.....	-1,654.76	-1,654.76
Ending Market Value	\$ 5,856,166.43	\$ 5,856,166.43



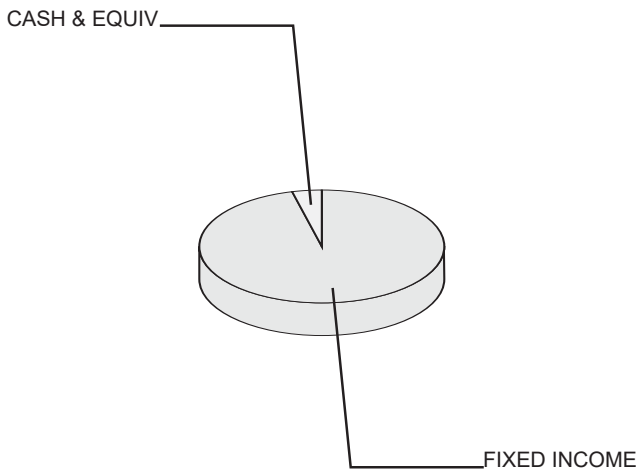
WBSD - EMERGENCY CAPITAL RESERVE

Account Number: [REDACTED]
 Statement Period: 07/01/22 - 07/31/22

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	200,147.05	4.1%
Fixed Income	4,663,527.26	95.9%
Total Portfolio	\$ 4,863,674.31	100.0%
Accrued Income	34,054.76	
Total Valuation	\$ 4,897,729.07	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 4,877,961.83	\$ 4,877,961.83
Income		
Interest.....	3,181.15	3,181.15
Purchased Income.....	-476.94	-476.94
Disbursements.....	-712.57	-712.57
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	5,948.45	5,948.45
Change In Market Appreciation/(Depreciation).....	13,893.53	13,893.53
Non-Cash Asset Changes.....	-2,066.38	-2,066.38
Ending Market Value	\$ 4,897,729.07	\$ 4,897,729.07



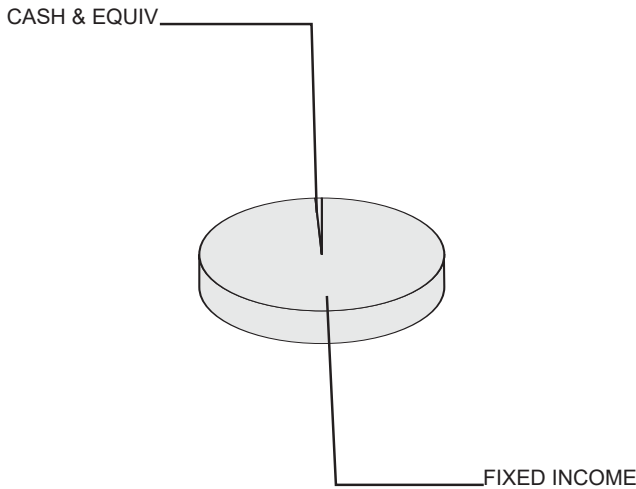
WBSD - RECYCLED WATER CASH FLOW

Account Number: [REDACTED]
 Statement Period: 07/01/22 - 07/31/22

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	25,868.84	0.5%
Fixed Income	5,580,491.05	99.5%
Total Portfolio	\$ 5,606,359.89	100.0%
Accrued Income	34,779.84	
Total Valuation	\$ 5,641,139.73	

Market Reconciliation

	Current Period	Year To Date
Beginning Market Value	\$ 5,623,527.18	\$ 5,623,527.18
Income		
Interest.....	63.48	63.48
Purchased Income.....	-11.96	-11.96
Disbursements.....	-822.53	-822.53
Realized Gains/(Losses).....	0.00	0.00
Change In Accrued Income.....	9,510.51	9,510.51
Change In Market Appreciation/(Depreciation).....	4,128.62	4,128.62
Non-Cash Asset Changes.....	4,744.43	4,744.43
Ending Market Value	\$ 5,641,139.73	\$ 5,641,139.73

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To: *Board of Directors*

From: *Sergio Ramirez, General Manager*

Subject: *General Manager's Report*

1) Administrative:

- a. The District's General Counsel has updated the COVID-19 Response Plan. Staff was trained on the updated COVID-19 plan on August 1, 2022.
- b. The Candidate Filing Period for Santa Clara and San Mateo Counties are opened until August 12, 2022 this year. Candidates must go to both elections offices within the time frame.
- c. The Recycled Water Committee met on July 21, 2022 with Members of Sharon Heights Golf and County Club to discuss the future of reclaimed water in the District and how it can better serve the District's customers. A verbal report will be given during the Regular Board Meeting.
- d. The Summer Concert Series: Busta-Groove Part II will be sponsored by West Bay Sanitary District on August 19th, at the Bell Haven School Field. The District is also sponsoring the Tour de Menlo on September 17th.
- e. A contractor in the Town of Atherton has encroached in the District's Sanitary Sewer Easement and has apparently damaged the public sewer main. Staff is working to remedy the issue.

2) Finance:

- a. The District received a final Property Tax Remittance payment in the amount of \$381,418.13 for FY2021/22 from San Mateo County.
- b. The final FY2022/23 Tax Roll report anticipates revenues to be \$30,471,007.37 once adjusted for commercial water flow usage for 2021.

3) CIP & IT Projects:

a. Levee Improvement Project:

- i. Freyer & Laureta Inc. will engage the Army Corps of Engineers to expedite the work on the permitting of the levee project. The District will need to extend the services of Freyer & Laureta Inc. to cover the second alternative analysis, supporting documents, and to finalize the permitting process. Construction should begin in early 2023.

b. Construction Capital Improvement Program (CIP):

- i. Staff has engaged Freyer & Laureta Inc. to assist with the preparation of the 2023 Master Plan Request for Proposals.

Report to the District Board for the Regular Meeting of August 10, 2022

Additional information or topics may be introduced by the GM verbally during the Board meeting.

- ii. Freyer & Laureta will also be designing the “High Frequency” Spot Repair Project design and scope of work. The construction project will be bid soon after the design.

- 4) **Operations and Maintenance:**
 - a. **Collection System:**
 - i. The District did not experience a Sanitary Sewer Overflow (SSO).
 - b. **Pump Facilities:**
 - i. The pump crews performed routine maintenance to the Town of Woodside and the Town of Los Altos Hills.
 - c. **Training:**
 - i. Staff will receive training on Lock Out / Tag Out and dealing with Wildfire Smoke.

- 5) **Water Quality:**
 - a. **Sharon Heights Golf and Country Club (SHGCC):**
 - i. 9.6 million gallons of wastewater were treated in the month of June and 8.1 million gallons of reclaimed water were delivered to SHGCC. SHGCC used some municipal water to fill their pond late in the month.

 - b. **Bayfront Recycled Water Facility (BRWF):**
 - i. Staff continues to work with Signature Group over the MOU to deliver recycled water to the Willow Village Project. The Developer is focused on working with City Staff to resolve the remaining outstanding items associated with the Willow Village land use entitlements.
 - ii. The City of Menlo Park Staff will bring the Recycled Water Purveyor MOU to the City Council in August. This could establish the District as the reclaimed water provider for the Bayfront Recycled Water Facility within the City’s service area.

- 6) **Fleet and Facilities:**
 - a. **Vehicle Maintenance:**
 - i. A new Purchase Order was issued to Redwood Tire of Redwood City in order to purchase tires at the State Bid’s pricing.

- 7) **Personnel:**
 - i. The recruitment for the Associate Engineer position will be advertised soon.

- 8) **Upcoming Events:**
 - a. **Next Regular Board Meetings:** Wednesday, September 14th.

- 9) **Misc. Items:**
 - a. **LAFCo:** The General Manager will begin talks with San Mateo County and LAFCo regarding the divestiture of the Solid Waste Franchise.
 - b. **West Bay:** The District has experienced 1 sanitary sewer overflow (SSO) in 2022.
 - c. **Town of Los Altos Hills:** The new contract was approved by Town Council and will be revisited in year three of the contract if the Consumer Price Index is above the negotiated 4%.
 - d. **Town of Woodside:** The new one year Woodside Maintenance Services Amendment was approved and began on July 1st.

Report to the District Board for the Regular Meeting of August 10, 2022

Additional information or topics may be introduced by the GM verbally during the Board meeting.



WEST BAY SANITARY DISTRICT AGENDA ITEM 5

To: *Board of Directors*

From: *Bill Kitajima, Projects and IT Manager*

Subject: *Consider Approval of Contract Change Order No. 2 to Aztec Consultants, Inc. for the New Metal Storage Building Project in Menlo Park, CA*

Background

The Board awarded this project at the Regular Meeting of November 14, 2018. The contractor applied for the building permit in March, 2019 and it was finally issued in April, 2021. Contract Change Order No. 1 consisted of added costs that were encountered throughout the permitting process and approved by the Board at the Regular Meeting of June 9, 2021. Contract Change Order No. 2 are additional costs required by the Menlo Fire District for the addition of an automated fire alarm system.

Analysis

The contractor was required to automate the fire system into the District's current fire alarm system to obtain final approval from the Menlo Fire District. Contract Change Order #2 is for \$11,932.

Fiscal Impact

There will be no fiscal impact to the General Fund. The Capital Assets Fund allocated a total project amount of \$1,100,000.00 in Fiscal Year 21/22. The approved contract is \$1,131,491.00 plus this change order of \$11,932.00 for a total of \$1,143,423.00.

Recommendation

The Projects and IT Manager recommends that the Board approve Contract Change Order No. 2 and authorizes the General Manager to execute the contract change order for \$11,932.00 to adjust the total construction bid amount to \$1,143,423.00.

Attachment Contract Change Order No. 2

WEST BAY SANITARY DISTRICT
500 Laurel Street, Menlo Park, CA 94025

CHANGE ORDER
CO NO. 2

Project: New Metal Storage Building
Location: 1700 Marsh Road (FERRF) Menlo Park, San Mateo County, CA
Date: August 10, 2022
Project No. 1749.1E
Contractor: Aztec Consultants, Inc.

Sheet 1 of 1

The following changes are hereby made to the Contract Documents:

1. Additional costs associated with automated fire alarm and sprinkler (\$11,932.00).

Justification:

1. Per requirements from Menlo Fire.

CHANGE TO CONTRACT PRICE:

Original Contract Price:	\$ 745,550.00
Current Contract Price, as adjusted by previous Change Orders:	\$1,131,491.00
The Contract Price due to this Change Order will be increased by:	\$ 11,932.00
New Contract Price due to this Change Order will be:	\$1,143,423.00

CHANGE TO CONTRACT TIME:

The Contract Time will be increased by 0 days.

APPROVALS REQUIRED:

To be effective, this order must be approved by the Owner if it changes the scope or objective of the project, or as may otherwise be required under the terms of the Contract.

RECOMMENDED AND
APPROVED BY

Projects Manager

Date

ACCEPTED BY

Contractor

Date

AUTHORIZED BY

General Manager

Date



WEST BAY SANITARY DISTRICT AGENDA ITEM 6

To: Board of Directors

From: Bill Kitajima, Projects and IT Manager

Subject: Consider Accepting Work by Aztec Consultants, Inc. for the New Metal Storage Building Project and Authorizing General Manager to File the Notice of Completion

Background

The Board awarded this project at the Regular Meeting of November 14, 2018. The contractor applied for the building permit in March, 2019 and it was finally issued in April, 2021. Contract Change Order No. 1 consists of added costs that were encountered throughout the permitting process and approved by the Board at the Regular Meeting of June 9, 2021. Contract Change Order No. 2 are additional costs required by the Menlo Fire District for the addition of an automated fire alarm system. The total construction cost of the project was \$1,143,423.00.

Analysis

The project involved the construction of a new metal storage building adjacent to the existing Butler building at the Flow Equalization Resource Recovery Facility (FERRF).

Fiscal Impact

There will be no fiscal impact to the General Fund. The Capital Assets Fund allocated a total project amount of \$1,100,000.00 in fiscal year 2021-22. The total project cost was \$1,143,423.00.

Recommendation

The Projects and IT Manager recommends that the District Board accepts the work by Aztec Consultants and to authorize the General Manager to file the Notice of Completion for the New Metal Storage Building Project.

Attachment Notice of Completion

EXEMPT FROM RECORDING FEES

Recorded at Request of
and Return to:

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

NOTICE OF COMPLETION

Notice is hereby given that West Bay Sanitary District (a Government Agency) whose address is 500 Laurel Street, Menlo Park, California 94025, caused the Design and Construction; New Metal Storage Building within San Mateo County, California; that the contract for doing said work was made with Aztec Consultants, Inc. as contractor and entered into on December 19, 2018; that the work on said contract was actually completed on August 10, 2022; that the owner of said "Design and Construction; New Metal Storage Building" project is the West Bay Sanitary District.

WEST BAY SANITARY DISTRICT

Sergio Ramirez

STATE OF CALIFORNIA
COUNTY OF SAN MATEO

Sergio Ramirez being duly sworn says he is the General Manager of West Bay Sanitary District, the owner of the above referred improvements; that he has read the same, and knows the content thereof, and that the facts stated therein are true.

Sergio Ramirez

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN MATEO)

On _____ before me,
 (Date)

Name and Title of Officer (e.g., Jane Doe, Notary Public)
personally appeared **Sergio Ramirez** who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person 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 Above

Signature of Notary Public



WEST BAY SANITARY DISTRICT AGENDA ITEM 7

To: *Board of Directors*

From: *Bill Kitajima, Projects and IT Manager*

Subject: *Consider Authorizing the General Manager to Reissue the Call for Bids for the Bayfront Park Sanitary Sewer Improvement Project*

Background

The Board may recall at the June 8th meeting the District Board rejected all bids for this project.

The project is at the entrance of Bayfront Park in Menlo Park and is the location of significant upcoming projects. Two major diversion projects are completed. They include the Bayfront Canal and Atherton Channel Project & the South Bay Salt Pond Restoration Project. In addition to this, the City of Menlo Park is currently in the design phase of improvements to the park's entrance. The District has a need for significant work within this same area. The work includes an influent pump station and multiple pipes for sewage & recycled water conveyance required for the future Bayfront Recycled Water Facility at the Flow Equalization and Resource Recovery Facility (FERRF). The other significant work includes, replacing a portions of the 30-inch and 36-inch sewer main along Bayfront Expressway at the front of the park entrance. The segment was recently discovered, to be in poor condition, during the District's recent in-house large-diameter CCTV project.

Coordination on these major projects will greatly benefit all agencies involved and the community as a whole. The District has contracted engineering, surveying, and design services from Freyer & Laureta, Inc. for the needed work. The engineer plan is to aligning all pipelines in order to avoid future disruption of the City's improvements to the Park entrance area.

Analysis

Staff is seeking Board approval to re-issue an invitation for bids on the Bayfront Park Sanitary Sewer Improvement Project. Bid documents have been prepared by Freyer &

Laureta, Inc. Staff will bring to the Board for approval of the lowest responsible bidder after the bids have been received and opened.

The original engineer's estimated cost for construction is \$1,900,000.00.

The CEQA requirement for this project have been completed and approved by the Board in February 2022.

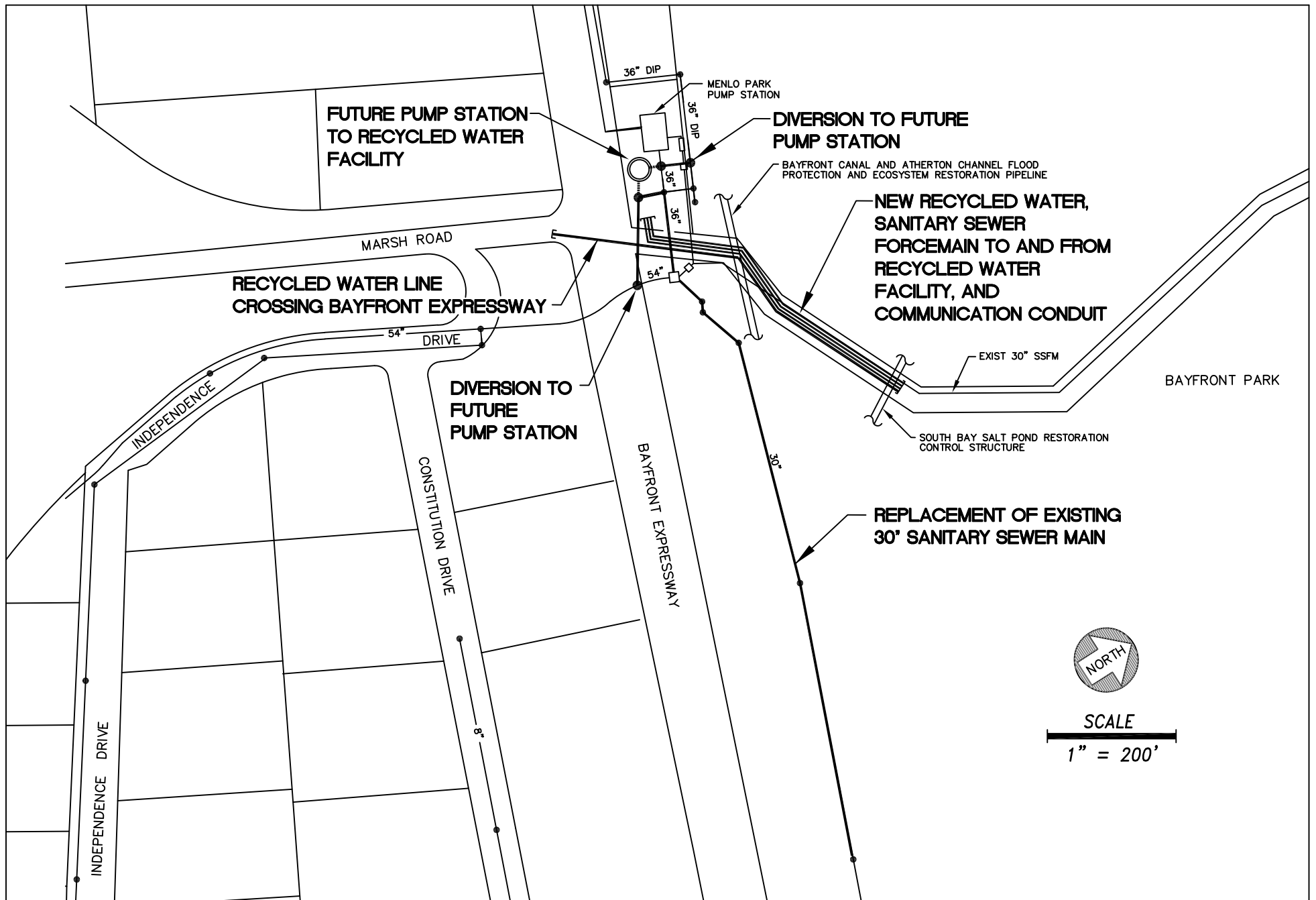
Fiscal Impact

There will be no fiscal impact to the General Fund. The cost for the project will be paid out of the Capital Asset Fund for Fiscal Year 2022-2023 budgeted at \$1,250,000.00 in capital expenditures for pipeline replacement and rehabilitation and the Capital Reserves Fund, if necessary.

Recommendation

The Projects & IT Manager recommends the District Board of Directors authorize the General Manager to reissue the call for bids for the Bayfront Entrance Sewer Capital Improvement Project.

Attachments: Site map



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WEST BAY SANITARY DISTRICT AGENDA ITEM 8

To: *Board of Directors*

From: *Sergio Ramirez, General Manager*

Subject: *August 10th, 2022 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

Report to the District Board for the Regular Meeting of August 10, 2022

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 be 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 be 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.

October 27, 2021 update: There is no further update since the October 13, 2021 Board meeting.

November 10, 2021 update: An email was sent to staff letting them know that West Bay will mandate COVID-19 vaccinations.

December 8, 2021 update: On November 8, 2021 the District Manager and Safety Officer (Water Quality Manager) held training regarding the COVID-19 vaccine mandate. Staff has been submitting proof of vaccination to Human Resources since the training was held.

January 12, 2022 update: All employees and Board Members have provided proof of vaccination by the December 30 deadline.

January 26, 2022 update: State indoor mask mandate in effect until February 15. Front office staff is working from home two days per week to limit exposure.

February 9, 2022 update: Staff is working with DuALL Safety to update the response plan and will incorporate the latest CDC guidelines and requirements.

February 23, 2022 update: Staff is working with District Counsel to incorporate all of the recent guidelines with the various government bodies, if possible.

March 9, 2022 update: The office staff has returned to an in-full office work schedule after the latest COVID-19 surge. The District has prepared an update to COVID-19 Response Plan and will hold training in March.

March 23, 2022 update: Staff was trained on updated COVID-19 Response Plan on March 10. Masks are no longer required at this time unless staff is helping the public.

June 8, 2022 update: With the recent surge in COVID-19 cases, the District has two employees out with COVID-19 and three others working from home as a precaution.

June 22, 2022 update: One more staff member has contracted COVID-19. Everyone else is back on duty.

July 13, 2022 update: All staff members are back on full duty. The District's General Counsel has updated the COVID-19 Response Plan. Staff will be implementing and training on the revision in July.

August 10, 2022 update: Staff received training on the COVID-19 Response Plan revisions on August 1st. The revisions include a 48 hours testing requirement prior to returning to work from traveling outside of the state or country.

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 was 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. Cost are continuing to be tracked in FY2022-23.

Recommendation

The General Manager recommends the Board accept this report and provide comments to the General 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.



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 9**

To: Board of Directors

From: Sergio Ramirez, General 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*
October	7.6MG	2.6MG**
November	5.2MG	0
December	4.7MG	0
2022	Treated	Delivered
January	4.4MG	97,000 gallons
February	4.4MG	1.5MG
March	6.6MG	3.5MG
April	7.6MG	3.8MG
May	9.2MG	7.4MG
June	9.8MG	8.7MG
July	9.6MG	8.1MG

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

** Treatment was reduced in the second half of the month. Rain in late October and an irrigation equipment malfunctions caused water delivery to decrease.

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.



**WEST BAY SANITARY DISTRICT
AGENDA ITEM 10**

To: Board of Directors

From: Sergio Ramirez, General 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 general counsel.

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 11**

To: Board of Directors

From: Sergio Ramirez, General 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.

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**WEST BAY SANITARY DISTRICT
AGENDA ITEM 12**

To: Board of Directors

From: Sergio Ramirez, General 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.

Report to the District Board for the Regular Meeting of August 10, 2022

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