



*1902 - Serving Our Community for over 120 Years - 2024*

**WEST BAY SANITARY DISTRICT  
AGENDA OF BUSINESS**

**REGULAR MEETING OF THE DISTRICT BOARD**

**WEDNESDAY, SEPTEMBER 11, 2024 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**

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

**<https://us06web.zoom.us/j/85370694512?pwd=XrMwYaoapt6R4du3AHbIP3SkNrfSLA.1>**

**Meeting ID: 853 7069 4512 Passcode: 142410**

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 August 14, 2024 Pg. 3A-1

B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salary and Consideration of Other Financial Matters through August 31, 2024 Pg. 3B-1

C. WBSD Operations and Maintenance Report – August 2024 Pg. 3C-1

D. Town of Los Altos Hills - Operations and Maintenance Report for Work Performed by WBSD – August 2024 Pg. 3D-1

E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – August 2024 Pg. 3E-1

F. Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- APN 079-054-020 (241 Georgia Lane, Portola Valley) Pg. 3F-1

G. Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- APN 080-072-210 (Vacant Lot at El Nido Rd., Portola Valley) Pg. 3G-1

4. General Manager's Report Pg. 4-1

5. Discussion and Direction on Landscape Services Pg. 5-1
6. Authorize the General Manager to Enter into a Purchase Order Agreement with Golden Gate Isuzu Truck for a 2024 Pipe Hunter Jetter with Jet–Eye Camera System Pg. 6-1
7. Consider Adopting Resolution Recognizing the Achievement of a Seven Year Safety Record Without a Lost Time Accident by West Bay Sanitary District Employees Pg. 7-1
8. Discussion and Direction on the West Bay and Sharon Heights Recycled Water Facility Pg. 8-1
9. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 9-1
10. Report, Discussion, and Direction on South Bayside Waste Management Authority (SBWMA) including the Solid Waste Franchise Re-Assignment Pg. -10-1
11. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 11-1
12. Closed Session

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))  
Number of potential cases: 1

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Cal. Govt. Code § 54956.9(d)(1))  
Name of case: Tony Chan, et al., v. Town of Atherton, et al. – SMSC Case No.  
19CIV07567

13. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda
14. 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 120 Years* - 2024

WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, AUGUST 14, 2024 AT 7:30 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, Beyer, Hulsmann, Heydari AND Alex Geise by Zoom

Others Present: None

**2. Communications from the Public:** None.

**3. Consent Calendar**

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

- A. Approval of Minutes for Regular Meeting July 24, 2024
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salary and Consideration of Other Financial Matters through July 31, 2024
- C. WBSD Operations and Maintenance Report – July 2024
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – July 2024
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – July 2024
- F. Consider Resolution Accepting Deed of Easement Pursuant to Class 3 Sewer Permit No. 1625 for the Construction of Wastewater Facilities for 20 Shoshone PL, Portola Valley, California
- G. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1625 for the Construction of Wastewater Facilities for 20 Shoshone Place, Portola Valley, California

Comments: None.

Motion to Approve by: Moritz 2<sup>nd</sup> by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

#### 4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the District has received a CSRMA reimbursement for gym equipment in the amount of \$1,643. He reported the first SRF reimbursement for the Bayfront Recycled Project will be \$835K and should be received in September. He also reported forms 700 and 470 need to be filed with Board members primary County. He continued to report the Oracle Suites agreement has been executed. The next regular meetings are scheduled for September 11<sup>th</sup> and September 25<sup>th</sup>. The complete General Manager's written report is in the August 14, 2024 agenda packet

#### 5. Consider Approving Revised Purchasing Policy and Resolution

Motion to Approve by: Otte 2<sup>nd</sup> by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the Finance Committee met on July 31<sup>st</sup>. Updates to the policy include limits on informal quotes, competitive bids, public contracts. Several limits were raised from \$10k&\$25k to \$50k w/ Board Approval or Board Approval at next regular meeting.

#### 6. Consideration to Adopt Resolution Approving Addendum No. 2 (Nanofiltration Process and New Project Design) to the 2021 Final Environmental Impact Report for the West Bay Sanitary District Flow Equalization & Resource Recovery Facility Levee Improvements Project (SCH No. 2020050414), and File the Notice of Determination

Motion to Approve by: Moritz 2<sup>nd</sup> by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments General Manager Ramirez reported this item is an update to the EIR.

#### 7. Consideration to Appropriate Additional Funding to Pump Station Improvements FY 2024-25 Budget, Consideration Awarding Bid for the Upgrade Pump Stations Telemetry System Project to Blocka Construction, Inc., and Record Notice of Exemption with the San Mateo County

Motion to Approve by: Thiele-Sardina 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the engineer's estimate for this project was \$700k and the bid amount \$1,160,000. He reported \$560K is budgeted and requests an additional \$650k. Board consensus was to award the project to Blocka Construction.

#### 8. Consider Awarding Bid for Stowe Lane Pump Station Replacement Project to Casey Construction, Inc.

Motion to Approve by: Walker 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the engineer's estimate was \$1,600,000 and the bid amount \$1,799,000. He reported that \$3,000,000 has been budgeted. Board consensus was to award the project to Casey Construction.

#### 9. Consider Authorizing the General Manager to Enter into a Purchase Order Agreement with Jack Doheny Company through Sourcewell for an IBAK CCTV Unit

Motion to Approve by: Walker 2<sup>nd</sup> by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

**10. Report and Discussion on Sharon Heights Recycled Water Facility**

Discussion/Comments: General Manager Ramirez reported that 11.3MG was processed and 9.9MG delivered in July.

**11. Discussion and Direction on Bayfront Recycled Water Project and Status Update**

Discussion/Comments: General Manager Ramirez reported demolition began on August 12<sup>th</sup> for the Bayfront Project.

**12. Report, Discussion and Direction on South Bayside Waste Management Authority (SBWMA) including Solid Waste Franchise Re-Assignment**

Discussion/Comments: None.

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

Discussion/Comments: None.

**14. Closed Session**

Entered closed session at 8:54 p.m. Left closed session at 9:07 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (Government Code Section 54956.9(d)(2)  
Number of potential cases: 1

Reportable action: None.

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

Discussion/Comments: None.

**16. Adjournment Time:** The meeting was adjourned at 9:08 PM

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**WEST BAY SANITARY DISTRICT**  
**Financial Activity Report**  
**August 2024**

**Date:** September 11, 2024

**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 August 2024.**

**Receipt Summary:**

Commercial Deposits	264,331.34
Deposits in Transit/(Prior Period)	0.00
Returned Checks	0.00
Credit Cards / eChecks	35,151.01
Franchise Fees	9,936.87
San Mateo County [Tax Roll]	0.00
Other Receipts	215,737.74
Transfers	2,650,000.00
<b>Total Receipts</b>	<b><u><u>3,175,156.96</u></u></b>

**Withdrawal Summary**

Total Checks	1,018,428.20
Total Corp Cards	16,672.73
Total Bank Wires/ACHs	1,521,457.68
<b>External Withdrawals</b>	<b>2,556,558.61</b>
Total Internal Bank Transfers	-
<b>Total Withdrawals</b>	<b><u><u>2,556,558.61</u></u></b>

<b>Fund</b>	<b><u>Expenditure Summary by Budget Category</u></b>	
100	Operations	877,980.16
200	Capital	618,984.74
300	Solid Waste	0.00
500	Recycled Water	93,168.71
800	Silicon Valley Clean Water	966,425.00
<b>Expenditures by Fund</b>		<b><u><u>2,556,558.61</u></u></b>

The transactions listed comprise multiple District checking accounts. On October 30, 2023, the District opened a new Operating account. The District separated payroll expenditures into a separate account to insulate employees from possible risk.

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

President \_\_\_\_\_

Secretary \_\_\_\_\_

**Investment Portfolios**

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 and periodically evaluated.

The Treatment Plant Reserve target balance was set to cover Silicon Valley Clean Water (SVCW) capital needs and avoid incurring addition debt. In July 2024, \$2 million was transferred from the Treatment Plant Reserve's available cash to provide funds for the \$3,356,334 to SVCW for cash in lieu of additional debt due in FY 2024-25. The District currently has available funds to cover the remainder, making it unnecessary to liquidate non-cash investments in the reserve.

<u>Reserve Account</u>	<u>Originated</u>	<u>Target Balance</u>	<u>Balance 8/31/24</u>	<u>Target</u>
Operating Reserve	11/26/2014	\$14 million	\$12,929,673	Unfulfilled
Rate Stabilization Reserve	10/30/2015	\$10 million	\$11,337,523	Achieved
Treatment Plant Reserve	8/1/2021	\$12 million	\$10,762,155	Unfulfilled
Capital Project Reserve	11/26/2014	\$8 million	\$28,894,954	Achieved *
Emergency Capital Reserve	10/19/2010	\$6 million	\$6,174,162	Achieved
Recycled Water Cash Flow	11/18/2016	\$8 million	\$6,539,143	Unfulfilled
Recycled Water SRF Reserve	3/1/2018	\$1.46 million	\$1,519,598	Achieved
Vehicle & Equipment Reserve	8/18/2011	\$1 million	\$1,006,363	Achieved

\* Capital Budget funds of \$20 million invested in short-term treasuries to increase yields until funds needed for projects.

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.

<u>Investments by Type</u>	<u>Balance 8/31/24</u>
Operating Accounts	\$1,546,247
Local Agency Investment Fund (LAIF)	\$14,787,450
Unrestricted Reserves	
Investment Portfolios	\$63,707,938
Money Market Account	\$1,006,363
Restricted Reserves	
Recycled Water SRF Reserve	\$1,519,598
Public Agency Retirement Services (PARS)	\$907,787 **

\*\* Balance as of 7/31/24 (current statements unavailable)



**West Bay Sanitary District  
Receipts  
August 2024**

<b>Receipt Number</b>	<b>Receipt Date</b>	<b>Description</b>	<b>Amount</b>
463691	8/1/2024	Roto Rooter: 2 Magnolia Dr, ATH, Permit	490.00
463692	8/2/2024	Norcal Home Builders: 894 Ringwood, Permit	490.00
463693	8/7/2024	Town of Los Altos Hills: MSA 6/2024	43,538.94
463694	8/7/2024	Olga Jimenez: 223 Holland St, EPA, Permit	4,794.00
463695	8/7/2024	American Construction: 244 Park Ln, ATH, Permit	8,667.60
463696	8/7/2024	Discount Plumbing: 23 Bay Rd, MP, Permit	490.00
463697	8/9/2024	T.M. Shanahan Engineering: 3590 Alameda De Las Pulgas Permit	220.00
463698	8/9/2024	GCI General Contractors: 4400 Bohannon Dr, MP, Permit	690.00
463699	8/9/2024	Thomas James Homes: 2138 Camino A Los Cerros, MP, Permit	220.00
463700	8/12/2024	Adobu: 1231 Arbor Rd, MP, Permit	9,098.00
463701	8/12/2024	Tracy Hsu: 752 College Ave, MP, Permit	220.00
463702	8/2/2024	Peninsula Innovation, fbo Meta: RW Mgmt 2/24-6/24 & Deposit	73,450.65
463703	8/5/2024	Peninsula Innocation, fbo Meta: Willow Village Deposit 2024	20,000.00
463704	8/7/2024	WBSD: Transfer LAIF to Ops	2,000,000.00
463705	8/7/2024	WBSD: Transfer LAIF to PR Acct	650,000.00
463706	8/13/2024	Recology: SW Franchise Fees 7/2024	9,936.87
463707	8/13/2024	TJH Norcal Llc: 848 College Ave., MP, Permit	3,933.20
463708	8/13/2024	Keeth Building Contractors Inc: 394 Stevick Dr, Ath, Permit	490.00
463709	8/13/2024	Roderick Cooper: 1012 Cotton St, MP, Permit	359.50
463710	8/14/2024	CSRMA: Wellness/Safety Program Refund	1,643.48
463711	8/15/2024	349 Walsh llc: 349 Walsh Rd., ATH, ADU & Permit	9,098.00
463712	8/15/2024	Utopia Construction: 18 Patterson Ave, MP, Permit	490.00
463713	8/15/2024	Discount Plumbing: 23 Bay Rd, MP, Permit	230.00
463714	8/16/2024	Shoreway Plumbing: 85 Orchard Hills St, Ath, Permit	720.00
463715	8/19/2024	Bob Hulsmann: Reim Cal Card Personal Expense 7/29/24	32.96
463716	8/19/2024	Silicon Valley Clean Water: FEF Lease 7/2024-11/2024	174,508.36
463717	8/20/2024	G.Sofalvi Construction Inc.: 3 Williams Ct, MP, Permit	230.00
463718	8/20/2024	Jennifer & Michael Kramer: 90 La Loma Dr, MP, Permit	6,085.20
463719	8/20/2024	Void	0.00
463720	8/21/2024	Eduardo Delgado Cardenas: 701 Menlo Oaks, MP, Permit	324.91
463721	8/29/2024	TJH Norcal llc: 1371 Sherman Ave., MP, Permit	3,933.20
463722	8/29/2024	Soujanen Kindler: 1 Elm St., ATH, Permit	6,946.00
463723-463724	9/3/2024	September 2024 Receipts	
463725	8/9/2024	SHGCC: O&M 8/2024 & SRF Loan Installment# 5	122,287.09
463726	8/20/2024	Jm Construcion: 1435 Laurel ST., MP, Permit	490.00
463727	08/23/2024	Ruby Huang: 3705 Haven Ave, MP, Deposit	10,000.00
463728	8/20/2024	Void	0.00
463729	8/22/2024	Peter Von Clemm: 128 Pecora Way, PV, Permit	720.00
463730	8/26/2024	Supple Homes: 1065 Cascade Wy., P, Permit	490.00
463731	8/26/2024	Patrick Powers: 20 Valley Oak, PV, Permit	490.00
463732	08/27/2024	Discount Plumbing: 1005 Windsor Dr., MP, Permit	720.00
463733	8/23/2024	Black Mountain Construction: 57 Linda Vista, Ath, Void Permit	8,608.00
463734	8/23/2024	Black Mountain Construction: 57 Linda Vista, Ath, Void Permit	6,085.20
463735	8/27/2024	Eason Yuan: 0 El Nido, PV, Permit	490.00
463736	8/28/2024	Marco Acosta: 2199 Avy Ave., MP, Permit	220.00
463737	8/28/2024	Richard Brackett: 4 Manor Pl, MP, Permit	935.00
463738	8/28/2024	Anthony Juarez: 3231 Alameda, MP, Permit	720.00
463739	8/28/2024	Gary Meek: 678 College Ave., MP, Permit	490.00
463740	8/28/2024	Melissa Perkovich: 1001 Hermosa Wy., MP, Permit	490.00
463741	8/29/2024	Wizard Plumbing : 678 College Ave., MP, Permit	490.00
463742	8/29/2024	Yanlin Li: 916 Hermosa Wy., MP, ADU	4,304.00
463743	8/30/2024	Shlomi Caspi: 1001 Louise St., MP, Permit	490.00
<b>Total Receipts</b>			<b>\$3,189,850.16</b>
		Returned Checks	0.00
	8/29/2024	Paya: Customer Fees Charge Back	(14,693.20)
<b>Net Receipts</b>			<b>\$3,175,156.96</b>
<b>Bank Transfers:</b>			
<b>Total Receipts</b>			<b>\$3,175,156.96</b>

**West Bay Sanitary District  
Financial Activity Report  
Withdrawals  
August 2024**

Check	Date	Payee	Purpose	Amount
71945	8/19/2024	Mission Clay Products, LLC	VOID	(527.61)
72089	8/8/2024	Abila	MIP Cloud Monthly Subscription 9/4/24-10/3/24	698.36
72090	8/8/2024	California Car Sounds	Safety Lights Unit 234 E Trans 7/2024	3,720.99
72091	8/8/2024	California Water Service	Water Service - Stowe Ln 6/21/24-7/23/24	39.55
72092	8/8/2024	Cintas	Uniform Service 7/31/24	1,381.34
72093	8/8/2024	CleanServ Universal Services	Janitorial Service 8/2024	1,075.00
72094	8/8/2024	CPS HR Consulting	HR Consulting Services 6/2024	97.50
72095	8/8/2024	CWEA	CWEA Test Fee - D.White Fall 10/2024-12/2024	209.00
72096	8/8/2024	Dell Marketing	Laptop Replacements (2) 7/2024	3,612.17
72097	8/8/2024	Ditch Witch West	Ditch Witch Parts 7/2024	976.06
72098	8/8/2024	Duke's Root Control, Inc	Root Foam FY 2024/25	148,761.49
72099	8/8/2024	First Unum Life	Life, AD&D, Disability Ins 8/2024	2,837.14
72100	8/8/2024	Grainger	Pump Station Parts/Material & Water 84 Cases 7/2024	1,874.46
72101	8/8/2024	Home Depot Credit Services	Tools & Pump Station Parts/Material 7/2024	1,308.12
72102	8/8/2024	IEDA	Labor Relations Consulting Fees 8/2024	814.00
72103	8/8/2024	Interstate Traffic Control	Safety Signs 7/2024	270.70
72104	8/8/2024	Kone Pasadena	Elevator Maintenance 8/2024	341.20
72105	8/8/2024	Mallory Co.	Confined Space Entry Equipment Parts 5/2024	7.07
72106	8/8/2024	Menlo Park Hardware Co. #14016	Maintenance Supplies 6/2024	601.05
72107	8/8/2024	Navia Benefit Solutions	Commuter & FSA Fees 7/2024 & FSA Contributions PR 08/09/24	1,502.30
72108	8/8/2024	Occupational Health Centers	Health Screenings - 7/2024	196.00
72109	8/8/2024	Pacific Gas & Electric	Electric Service - June-July 2024	7,316.60
72110	8/8/2024	Seekzen Systems	IT Consulting Monthly Fee 7/2024	475.00
72111	8/8/2024	Teamsters Local No. 350	Union Dues 8/2024	1,024.00
72112	8/8/2024	TPX Communications	District VoIP & Fiber Monthly Fee 8/2024	2,750.46
72113	8/8/2024	Underground Republic Water	Sewer Couplers, Wye, T.s 7/2024	1,218.83
72114	8/8/2024	Verizon Wireless	Cellular Service - SHRWF 7/2/24-8/1/24	65.04
72115	8/8/2024	Weco Industries	Sewer Cleaning & CCTV Equipment Repairs FY 23/24	10,962.06
72116	8/15/2024	A-A Lock & Alarm	Padlocks (24) 8/2024	392.44
72117	8/15/2024	Alpha Analytical Laboratories	Total Coliform Analysis, Weekday - SHRWF 7/2024	1,724.25
72118	8/15/2024	Veolia Water North America	Water Service - Purdue Ave 7/2/24-8/1/24	64.55
72119	8/15/2024	Readyrefresh By Nestle	Water Delivery 7/2024	75.75
72120	8/15/2024	BAGG Engineers	Bayfront Testing Services, Project 1761.8 7/2024	710.00
72121	8/15/2024	CWEA	CWEA Membership E.Madriral 8/2024, Cert 10/2024	466.00
72122	8/15/2024	California State Lands Comm	Bayfront RWF 6/2024 App#A0000004542	39.28
72123	8/15/2024	California Water Service	Water Service - Seminary Pump Station 6/22/24-7/24/24	39.55
72124	8/15/2024	CalPERS LongTerm Care Program	LTC Withholding 8/1/24-8/15/24	67.27
72125	8/15/2024	FedEx	Shipping Charges 7/2024	509.18
72126	8/15/2024	Grainger	Chemical Resistant Gloves (3) & Tool Bags 8/2024	283.24
72127	8/15/2024	Hillyard/San Francisco	Paper Towels & Paper Towel Dispensers 7/2024	774.49
72128	8/15/2024	Mallory Co.	PPE Supplies 7/2024	3,650.06
72129	8/15/2024	City of Menlo Park - Fuel	Fuel: District Vehicles 7/2024	8,070.79
72130	8/15/2024	Void		0.00
72131	8/15/2024	National Auto Fleet Club	2024 Freightliner Dump Truck Unit 236	185,145.19
72132	8/15/2024	Quadient Leasing USA	Postage Meter Lease 8/10/24-11/9/24	268.37
72133	8/15/2024	Deborah Peres	Gardener 500 Laurel Street & SHRWF 8/2024	800.00
72134	8/15/2024	Principal Life Insurance	Dental & Vision Ins 08/2024	4,791.65
72135	8/15/2024	Recology Peninsula Services	Recology 2yd Bin - SHRWF 7/2024	249.39
72136	8/15/2024	Redwood General Tire Co	Tire Repair, Replace Starter & Transmission Assembly 7/2024	2,547.68
72137	8/15/2024	County Of San Mateo	Employee Training Classes	1,390.00
72138	8/15/2024	San Mateo Lawn Mower Shop	Small Engine Repair and Service 7/2024	159.19
72139	8/15/2024	Sensera Systems	Sensera Camera Cloud Svc 8/31/24-8/30/25	2,148.00
72140	8/15/2024	Spartan Tool	Cable, Splice, Blades 7/2024	166.72
72141	8/15/2024	Underground Republic Water	ARC Couplers, Pipe Fittings and Pipe 8/2024	5,532.99
72142	8/15/2024	Valley Heating & Cooling	HVAC Maintenance Agreement 8/2024	294.00
72143	8/15/2024	Vision Communications Co.	Radio Air Time 8/2024	252.00
72144	8/15/2024	Weco Industries	CCTV Repair 7/2024	2,685.17
72145	8/15/2024	Sergio Ramirez	S.Ramirez CWEA Conf Travel Exp 7/10-7/12/24	368.99
72146	8/15/2024	Victor Garcia	Boot Reim V.Garcia 7/2024	300.00
72147	8/15/2024	Angel Ambriz	A.Ambriz Tuition Canada College 2024	323.25
72148	8/22/2024	Airgas USA, LLC	Tank Rentals & Supplies 7/2024	110.05
72149	8/22/2024	AT&T	Telemetry Service 7/13/24-8/12/24	1,314.27
72150	8/22/2024	Atchison, Barisone & Condotti	Legal Services May & July 2024	22,722.63
72151	8/22/2024	BAGG Engineers	FERRF Levee Testing Services Project 1762.0 7/2024	340.00
72152	8/22/2024	California Water Service	Water Service - July-August 2024	1,574.28
72153	8/22/2024	CDIAC	Bayfront RWF SRF Loan CDIAC #2023-1065 Fee 8/8/24	5,000.00
72154	8/22/2024	Cintas	Uniform Service 8/2024	2,482.27
72155	8/22/2024	City of Foster City	CalOpps - Job Postings 8/2024	582.00
72156	8/22/2024	City of Menlo Park	Public Outreach MP 4th of July Celebration 7/4/24	500.00

**West Bay Sanitary District  
Financial Activity Report  
Withdrawals  
August 2024**

72157	8/22/2024	City of Menlo Park	Stormwater Business Inspection Fee - CMPK 6/2024	484.00
72158	8/22/2024	City of Menlo Park	Public Outreach MP Spring Fest Sponsorship 4/6/24	500.00
72159	8/22/2024	City of Menlo Park - Water Svc	Water Service - July-August 2024	1,220.84
72160	8/22/2024	CWEA	CWEA Membership - A. Garcia 8/2024	313.00
72161	8/22/2024	Ditch Witch West	Ditch Witch Vacuum Trailer Service and Repairs 7/2024	7,318.93
72162	8/22/2024	FedEx	Liftgate Delivery 3/2024	82.80
72163	8/22/2024	Freyer & Laureta	On-call Services, PS Design & Mgmt, Levee Construction Mgmt & Support, Phase I Point	74,463.13
72164	8/22/2024	Grainger	Grainger PPE, Pump Station Parts & Material, Maintenance Supplies - SHRWF	2,266.55
72165	8/22/2024	Heath Cortez	Travel CWEA Meeting SLO H.Cortez 7/2024	185.00
72166	8/22/2024	Matheson Tri-Gas	Tank Rentals May-July 2024	328.91
72167	8/22/2024	Morse Hydraulics	Couplers (4) - SHRWF	627.46
72168	8/22/2024	Navia Benefit Solutions	FSA Contributions PR 08/23/24	1,102.30
72169	8/22/2024	Omega Industrial Supply	Sewer Aide Chemicals 8/2024	2,064.83
72170	8/22/2024	Pacific Gas & Electric	Electric Service - Los Trancos Rd 7/15/24-8/13/24	328.90
72171	8/22/2024	Peninsula Truck Repair	Unit 212: Vehicle Repair & Service 7/2024	5,567.64
72172	8/22/2024	Ranger Pipelines	Bayfront SS Project 1761.8, 7/2024	357,311.43
72173	8/22/2024	Readyrefresh By Nestle	Water Delivery 7/11/24-8/10/24	208.60
72174	8/22/2024	Recology Peninsula Services	Dumpster Rental - Marsh Rd 7/2024	1,845.00
72175	8/22/2024	Void		0.00
72176	8/22/2024	San Mateo County Health	SMC Environmental Health CUPA Fees (16) 8/2024	7,649.00
72177	8/22/2024	Seth Avila	Travel CWEA Meeting SLO S.Avila 7/2024	369.94
72178	8/22/2024	U.S. Jetting, LLC.	U.S. Jetter Pump Repair and Parts 8/2024	95.28
72179	8/22/2024	Valley Heating & Cooling	HVAC Maintenance Agreement 5/2024	294.00
72180	8/22/2024	Verizon Wireless	Mobile Service Monthly Fees 7/16/24-8/15/24	1,678.98
72181	8/29/2024	Bay Alarm	Bay Alarm Building Monitoring 9/1/24-11/30/24	9,728.90
72182	8/29/2024	Center for Hearing Health	Crew Audiograms 8/15/24	720.00
72183	8/29/2024	Cintas	Uniform Service 8/21/24	1,214.89
72184	8/29/2024	Dell Marketing	Laptop Bags (2) 8/2024	55.63
72185	8/29/2024	DES Architects & Engineers	Reclaimed Water Design O'Brien Dr 7/2024	585.00
72186	8/29/2024	Dolphin Graphics	West Bay Apparel 8/2024	951.57
72187	8/29/2024	Du-All Safety, LLC	Safety Maintenance Contract 7/2024	2,700.00
72188	8/29/2024	FedEx	FedEx: WECO 8/15/2024	336.60
72189	8/29/2024	Govconnection, Inc.	AutoCAD LT Annual Subscription Renewal 2024-25	1,440.00
72190	8/29/2024	Grainger	Misc Parts & Supplies & PPE 8/2024	3,210.68
72191	8/29/2024	Instrument Technology Corp.	Two New Push Cameras for the Crews 6/2024	14,918.75
72192	8/29/2024	Jones Hall	Bayfront RWF Bond Counsel 8/2024	15,000.00
72193	8/29/2024	Kaz & Associates	FERRF Levee Improvements 7/2024	2,300.00
72194	8/29/2024	Mallory Co.	Safety Glasses (15) 8/2024	348.71
72195	8/29/2024	Pacific Gas & Electric	Electric Service - July-Aug 2024	35,118.40
72196	8/29/2024	Recology Peninsula Services	Dumpster Rental - Marsh Rd 6/2024	4,120.50
72197	8/29/2024	Red Wing	Safety Boot Purchase - A.Patino 8/9/24	300.00
72198	8/29/2024	Silicon Valley Clean Water	SVCW Coliform Samples - SHRWF 7/2024	600.00
72199	8/29/2024	Western States Tool & Supply	Rehab Replacement Chipping Gun 8/2024	770.10
72200	8/30/2024	Dominic Nanni	Final Payroll Check 8/17-8/30/2024	5,179.13
				<b>1,018,428.20</b>

**Corporate Cards:**

GL	Date	Account Name	Description	Amount
16702	8/21/2024	Recycled Water - Bayfront	San Mateo County Recorder: Bayfront EIR 7/08/24	4,101.25
54028	8/21/2024	Commuter Benefits	Fastrak: Commuter Benefit 7/17/24	1,150.00
54061	8/21/2024	Gas & Diesel Vehicles	Shell Oil: Gas Unit 224 7/12/24	107.90
54063	8/21/2024	Diesel Pump Stations Fuel	Chargepoint: Charging Unit 232 7/2024	30.00
54080	8/21/2024	Memberships	Peloton Membership, CWEA-S.Avila Membership	283.00
54091	8/21/2024	Stationary and Office Supplies	Amazon: Phone and Tablet Accessories; Staples: Office Supplies	616.49
54092	8/21/2024	Periodicals & Printer Supplies	Printing Supplies	592.52
54101	8/21/2024	Ops Supplies & Materials	Amazon: 3D Filament, Gym Equip, Charging Cables	934.96
54105	8/21/2024	Pump Station Parts & Supplies	Amazon: Backflow parts, Interstate Batteries (2)	244.97
54121	8/21/2024	General Eng, Surveys, Studies	San Mateo County Recorder: Easement Documents 7/17/24	75.00
54126	8/21/2024	Safety Training	Central Computers: Gift Card Joe Scheidt 6/25/24	50.00
54129	8/21/2024	Recruitment	Craigslist & CWEA: Maintenance Worker job posts	755.00
54131	8/21/2024	Advertisement & Legal Notices	The Daily Post: Bids Ad Stowe Lane PS & Telemetary Projects	2,250.00
54132	8/21/2024	Printing Forms & Cards	Amazon: AP Check Stock 6/29/24	32.80
54133	8/21/2024	Public Outreach	Menlo Park Rotary: Tour de Menlo Sponsorship 7/25/24	170.00
54151	8/21/2024	Fleet/Vehicle R&M	Unit 217: Oil Service; Unit 212: AC Refill; Unit 234: Floor Liners; Ford Pro Chargers	695.83
54157	8/21/2024	Building Repairs & Maint.	Lock Dispenser; Gym Fans; Admin Camera	497.86
54158	8/21/2024	Computer Software R & M	Solar Winds: Annual Renewal; Zoom: Monthly Subscription	124.00
54159	8/21/2024	Computer Hardware R & M	Amazon: Credit	(28.11)
54173	8/21/2024	Dept Training & EE Development	Safety Trainings	598.92
54174	8/21/2024	Mgmt Conf. & District Meetings	Goals Luncheon, Managers Meetings	1,973.87
54175	8/21/2024	CWEA Conf/Section Mtgs	CWEA Conference Lodging (2 EE's)	772.60
54176	8/21/2024	Business Meetings	General Manager Meetings	203.86
54191	8/21/2024	Internet	Comcast California: Internet SHRWF 7/2024	440.01
<b>US Bank - CalCards</b>				<b>16,672.73</b>

**West Bay Sanitary District  
Financial Activity Report  
Withdrawals  
August 2024**

**Bank Wires/ACH**

<b>Date</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
8/8/2024	SVCW	SVCW Monthly Operating Contribution	966,425.00
8/8/2024	Paya	Refund Customer Excess Fees	1,294.38
8/8/2024	ADP	Director Fees July 2024	4,947.82
8/8/2024	ADP	Payroll Taxes - Board	923.93
8/8/2024	ADP	Employee Payroll - Check Date: 8/9/24	143,225.88
8/8/2024	ADP	Payroll Taxes -8/9/24	51,229.83
8/8/2024	ADP	ADP Wage Garnishment Payment	1,021.73
8/9/2024	MissionSquare	Deferred Compensation PR 8/9/24	13,875.82
8/12/2024	CalPERS	Health Premiums	74,379.64
8/16/2024	ADP	ADP Fees	368.05
8/19/2024	CalPERS	GASB 68 Reports	1,050.00
8/20/2024	CalPERS	Retirement Contributions PR 8/9/24	31,297.12
8/22/2024	ADP	Employee Payroll - Check Date: 8/23/24	136,871.83
8/22/2024	ADP	Payroll Taxes -8/23/24	47,238.91
8/22/2024	ADP	ADP Wage Garnishment Payment	1,021.73
8/23/2024	MissionSquare	Deferred Compensation PR 8/23/24	13,975.82
8/26/2024	CalPERS	Retirement Contributions PR 8/23/24	30,844.54
8/27/2024	Navia Benefit Solutions	September Commuter Benefits	1,103.60
8/30/2024	ADP	ADP Fees	322.05
8/30/2024	Paya	Credit Card Processing Fees 8/2024	40.00
<b>Bank Wires/ACH</b>			<b><u>1,521,457.68</u></b>

**Bank Transfers:**

<b>Date</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
<b>Internal Bank Transfers</b>			<b><u>0.00</u></b>

**Summaries:**

**Withdrawal Summary**

Total Checks	1,018,428.20
Total Corp Card	16,672.73
Total Bank Wires / ACHs	1,521,457.68
Total Internal Bank Transfers	0.00
<b>Total Withdrawals</b>	<b><u>2,556,558.61</u></b>

**West Bay Sanitary District**  
**Expenditures By Vendor**  
**7/01/2024 to 08/31/2024**

<b>Withdrawals</b>	<b>Total by Vendor</b>	<b>Withdrawals</b>
<b>Name</b>	<b>YTD FY 2023-24</b>	<b>August 2024</b>
	<i>YTD</i>	<i>Current</i>
AAA Fire Protection Services	-	-
AAA Rentals	-	-
A-A Lock & Alarm	392.44	392.44
Action Towing	-	-
Abila	2,095.08	698.36
ADP - Fees	1,369.80	690.10
ADP-Wage Garnishment	4,086.92	2,043.46
Airgas Usa, LLC	217.26	110.05
All American Sewer Tools	-	-
Allied Crane	-	-
The Almanac	-	-
Alpha Analytical Laboratories	5,694.25	1,724.25
Anderson Pacific	-	-
Angulos NorCal Tree Service	-	-
Aqua Natural Solutions	-	-
AT&T	2,535.77	1,314.27
Atchison, Barisone & Condotti	27,765.93	22,722.63
BAGG Engineers	4,350.00	1,050.00
Backflow Prevention Specialist	2,760.00	-
BMO	-	-
Battery Junction Wholesale	-	-
Bay Alarm	10,631.60	9,728.90
Bay Area Air Quality Mgmt Dist	-	-
Bay Area Barricade Service Inc	-	-
Bay Area Paving Co.	975.00	-
Bay Reprographic	-	-
Bayside Equipment Company	775.00	-
BidNet	-	-
Bluebeam, Inc.	-	-
Bonny Doon Environmental	-	-
CA Dept Of Tax & Fee Admin	-	-
CASA	-	-
CA State Disbursement Unit	-	-
CDIAC	5,000.00	5,000.00
CPS HR Consulting	162.50	97.50
Calif. Labor Law Poster Service	-	-
CA Regional Water Quality	-	-
California State Lands Comm	639.28	39.28
California Water Service	3,737.35	1,653.38
CalPERS - GASB Fee	1,050.00	1,050.00
CalPERS - Retirement	124,703.68	62,141.66
CalPERS - Health Premiums	148,823.23	74,379.64
CalPERS - Unfunded Accrued Liability	66,215.00	-
CalPERS - Actuary Fees	-	-
CalPERS - 1959 Survivor Billing	-	-
CalPERS Longterm Care Program	201.81	67.27
California Car Sounds	3,720.99	3,720.99
Casey Construction	140,357.66	-
CDW Government	980.46	-
Center For Hearing Health	720.00	720.00
CentralSquare Technologies	-	-
Chargepoint Inc.	690.00	-
Chavan & Associates	-	-
Cintas	12,540.78	5,078.50
City of Foster City	582.00	582.00
City of Menlo Park	1,484.00	1,484.00
City Of Menlo Park - Fuel	15,413.06	8,070.79
City Of Menlo Park - Water Svc	2,046.46	1,220.84
Clean Earth Environmental	2,688.49	-
Cleanserv Universal Services	3,225.00	1,075.00

**West Bay Sanitary District**  
**Expenditures By Vendor**  
**7/01/2024 to 08/31/2024**

<b>Withdrawals</b>	<b>Total by Vendor YTD FY 2023-24</b>	<b>Withdrawals August 2024</b>
Coast To Coast Trucking School	-	-
Comcast	353.07	-
Commercial Van Interiors	6,005.54	-
The Concept Genie	-	-
Core & Main	-	-
Costco	-	-
CSDA	-	-
CSRMA c/o Alliant Insurance	177,063.69	-
CUES	-	-
Custom Tops, Inc.	-	-
CWEA	1,742.00	988.00
Deborah Peres	3,200.00	800.00
DES Architects & Engineers	18,724.96	585.00
Detection Instruments Corp.	-	-
Dell Marketing	3,667.80	3,667.80
Dewey Pest Control	-	-
Ditch Witch West	8,790.64	8,294.99
Dolphin Graphics	1,515.00	951.57
Downtown Ford Sales	-	-
Du-All Safety, LLC	4,680.00	2,700.00
Duke's Root Control, Inc	148,761.49	148,761.49
Embarcadero Media Foundation	420.00	-
Employment Development Dept.	-	-
ESRI	-	-
East Bay Municipal Utility	-	-
FedEx	928.58	928.58
First Unum Life	5,430.78	2,837.14
Fischer Compliance LLC	-	-
Ford Motor Company	-	-
Freyer & Laureta	145,109.08	74,463.13
Frisch Engineering, Inc.	1,987.50	-
GoldStreet Design Agency	-	-
Govconnection, Inc.	1,440.00	1,440.00
Governmentjobs.Com	-	-
Grainger	9,794.95	7,634.93
Granite Rock Company	-	-
HF&H Consultants	-	-
Hadronex	44,972.83	-
Harben California	-	-
Helix Laboratories	2,764.03	-
Hillyard/San Francisco	1,098.93	774.49
Home Depot Credit Services	1,772.84	1,308.12
IEDA	1,628.00	814.00
Innovyze LLC	-	-
Institute For Local Government	-	-
Instrument Technology Corp.	17,126.99	14,918.75
Interstate Traffic Control	270.70	270.70
Ironhouse Sanitary District	2,713.45	-
Jones Hall	15,000.00	15,000.00
Kaz & Associates	2,650.00	2,300.00
Kimball Midwest	1,664.76	-
Kone Pasadena	1,002.00	341.20
Lasky Trade Printing	-	-
Leaf Capital Funding	-	-
Mallory Co.	4,005.84	4,005.84
Matheson Tri-Gas	328.91	328.91
Maxx Metals	-	-
McCrometer Inc.	-	-
Medco Supply Company	-	-
Menlo Park Fire Protection	-	-
Menlo Park Hardware Co. #14016	601.05	601.05
Meta Platforms (Facebook)	-	-
Microix, Inc.	-	-

**West Bay Sanitary District**  
**Expenditures By Vendor**  
**7/01/2024 to 08/31/2024**

<b>Withdrawals</b>	<b>Total by Vendor YTD FY 2023-24</b>	<b>Withdrawals August 2024</b>
Mission Clay Products, LLC	2,651.26	(527.61)
MissionSquare	55,405.87	27,851.64
Morse Hydraulics	627.46	627.46
Municipal Maintenance Equip.	14,433.50	-
Napa Auto Parts	421.52	-
National Auto Fleet Club	185,145.19	185,145.19
Navia Benefit Solutions	7,415.40	3,708.20
NeoPost	-	-
Nuvei / Paya	-	-
Occasions, Etc.	-	-
Occupational Health Centers	293.00	196.00
Omega Industrial Supply	2,064.83	2,064.83
Orenco Systems, Inc.	-	-
Ovivo Usa, LLC	-	-
Owen Equipment Sales	-	-
P&F Distributers	-	-
PBM	523.01	-
Pacific Gas & Electric	115,548.25	42,763.90
Pape Machinery	4,323.61	-
Peninsula Truck Repair	13,329.23	5,567.64
Pier 2 Marketing	1,000.00	-
Ponton Industries	-	-
Precise Concrete Sawing, Inc.	-	-
Precise Printing And Mailing	-	-
Precision Engineering	-	-
Preferred Alliance	528.60	-
Principal Life Insurance	9,583.30	4,791.65
Quadient Leasing USA	268.37	268.37
Quincy Compressor	-	-
R.A. Nosek Investigations	-	-
Ranger Pipelines	807,734.07	357,311.43
Readyrefresh By Nestle	542.70	284.35
Recology Peninsula Services	6,464.28	6,214.89
Red Wing	785.58	300.00
Redwood City Health & Wellness	171.00	-
Redwood General Tire Co	2,547.68	2,547.68
City Of Redwood City	-	-
Registrar Of Voters	-	-
Repcor	-	-
Rich Voss Trucking	-	-
Roadsafe Traffic Systems, Inc.	-	-
Samuel M. Rose	315.00	-
SVCW - Monthly Operating Contribution	1,932,850.00	966,425.00
SVCW - Debt Reserve Contribution	-	-
SVCW - 2018 Bonds	1,262,655.78	-
SVCW - 2021 A&B Bonds	2,327,154.24	-
SVCW - SRF Debt	-	-
Silicon Valley Clean Water	1,350.00	600.00
Chamber San Mateo County	-	-
County of San Mateo	1,390.00	1,390.00
San Mateo County Assessor	-	-
San Mateo County Tax Collector	-	-
San Mateo County Health	7,649.00	7,649.00
County of San Mateo - LAFCO	24,913.00	-
San Mateo Lawn Mower Shop	159.19	159.19
County of Santa Clara	-	-
SWRCB	-	-
Seekzen Systems	950.00	475.00
Sensera Systems	4,296.00	2,148.00
Shape, Inc.	-	-
Sharp Business Systems	1,343.93	-
Sonsray Machinery LLC	-	-
Spartan Tool	2,324.69	166.72
State Board Of Equalization	-	-

**West Bay Sanitary District**  
**Expenditures By Vendor**  
**7/01/2024 to 08/31/2024**


<u>Withdrawals</u>	<u>Total by Vendor YTD FY 2023-24</u>	<u>Withdrawals August 2024</u>
Stevens Creek Quarry	-	-
Streamline	-	-
Sunbelt Rentals, Inc.	2,348.22	-
Sutter EAP	1,363.25	-
TPX Communications	3,851.70	2,750.46
Teamsters Local No. 350	2,112.00	1,024.00
Teletrac Navman US	543.92	-
Total Equipment Of Fremont	-	-
Town Of Atherton	-	-
Towne Ford	53,299.11	-
Trojan Technologies Group ULC	-	-
Underground Republic Water	9,457.57	6,751.82
Underground Service Alert	-	-
United Rentals Inc.	619.06	-
Univar Solutions USA	2,725.61	-
US Bank - CalCards	28,510.97	16,672.73
U.S. Jetting, LLC.	1,006.97	95.28
US Standard Products Corp	588.93	-
V & A Consulting Engineers	-	-
V.W. Housen & Associates	-	-
Valley Heating & Cooling	588.00	588.00
Vallombrosa Center	525.00	-
Veolia Water North America	129.10	64.55
Verizon Wireless	4,427.81	1,744.02
Vision Communications Co.	504.00	252.00
Weco Industries	20,591.48	13,647.23
Western States Tool & Supply	770.10	770.10
West Yost & Associates	-	-
Woodard & Curran	176,216.59	-
Young's Auto Supply Center	-	-
Mark Weiss	1,483.53	-
Angel Ambriz	323.25	323.25
Seth Avila	369.94	369.94
Heath Cortez	185.00	185.00
Victor Garcia	300.00	300.00
Yutian Lei	775.55	-
Dominic Nanni	5,179.13	5,179.13
Sergio Ramirez	368.99	368.99
<b>Total Vendor Withdrawals</b>	<b>8,354,169.53</b>	<b>2,170,786.03</b>
<b>Wages &amp; Payroll Taxes</b>		
Salaries/Wages - Net Pay	569,406.32	280,097.71
Directors Fees - Net Pay	9,445.09	4,947.82
Payroll Taxes	190,043.90	99,392.67
Performance Merit Program - Net Pay	-	-
<b>Total Payroll</b>	<b>768,895.31</b>	<b>384,438.20</b>
<b>Total External Withdrawals</b>	<b>9,123,064.84</b>	<b>2,555,224.23</b>
<b>WBSD Transfers:</b>		
WBSD LAIF Account	-	-
WBSD Investment Accounts	-	-
Public Agency Retirement Services (PARS)	-	-
Other Transfers	-	-
<b>Total Transfers</b>	<b>-</b>	<b>-</b>
<b>Total Withdrawals</b>	<b>9,123,064.84</b>	<b>2,555,224.23</b>





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

**To: Board of Directors**  
**From: Bob Hulsmann, Operations Superintendent**  
**Subject: WBSD Operations and Maintenance Report – August 2024**

 <b>Month</b>	<b>Basin PM Pipe Clean- ing</b>	<b>High Freq. PM Pipe Clean-ing</b>	<b>Un-Sche. Pipe Clean- ing</b>	<b>WBSD CCTV Insp.</b>	<b>Pipe Patch Repairs</b>	<b>Open Trench Repairs</b>	<b>Pump Sta. PM</b>	<b>Pump Sta. Unsch. Repairs</b>	<b>SSO</b>	<b>SSO</b>	<b>Service Calls- Unit 208</b>			
	<b>Miles</b>	<b>Miles</b>	<b>Miles</b>	<b>Miles</b>	<b>Qty.</b>	<b>Qty.</b>	<b>Qty.</b>	<b>Qty.</b>	<b>Cat. 1</b>	<b>Cat. 2,3,4</b>	<b>Call Outs</b>	<b>Sch PM</b>	<b>Unsch. PM</b>	<b>USA's</b>
January	13.9	4.4	0.1	2.8	5	12	80	0	0	0	94	13	1	208
February	12.2	6.6	0.4	2.3	9	4	64	0	0	0	55	11	0	174
March	18.0	0.2	0.1	3.0	0	11	69	0	0	0	54	14	0	139
April	9.3	4.6	0.3	3.5	6	12	70	1	0	0	49	9	0	184
May	13.1	7.8	0.4	1.9	4	8	69	1	0	0	49	14	0	283
June	15.9	0.2	0.5	3.5	0	13	64	0	0	0	62	11	0	158
July	10.6	2.9	0.1	3.8	3	8	76	1	0	0	45	13	0	152
August	11.3	6.2	0.3	3.7	4	16	71	0	0	0	53	5	0	114
Sept.														
Oct.														
Nov.														
Dec														
<b>Yr to date</b>	<b>104.3</b>	<b>32.9</b>	<b>2.2</b>	<b>24.5</b>	<b>31.0</b>	<b>84.0</b>	<b>563.0</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>461.0</b>	<b>90.0</b>	<b>1.0</b>	<b>1412.0</b>
				**6.5										
<b>2024 Goals</b>	<b>120.0</b>	<b>50.0</b>	<b>n/a</b>	<b>45-50</b>	<b>50-65</b>	<b>90</b>	<b>n/a</b>	<b>&lt;10</b>	<b>&lt;</b>	<b>4</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>2023 Results</b>	<b>127.7</b>	<b>47.1</b>	<b>8.5</b>	<b>**45.4</b>	<b>52</b>	<b>94</b>	<b>821</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>832</b>	<b>85</b>	<b>11</b>	<b>3416</b>
2022 Results	120.9	53.6	7.5	**40.3	**92	100	774	0	1	2	858	97	2	3161
2021 Results	*123	*50	8.6	**46	**55	91	834	2	0	4	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

\* = Including TOW \*\* = Including LAH and TOW

**Report to the District Board for the Regular Meeting of September 11, 2024**

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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 – August 2024**

	Basin PM Pipe Clean-ing	High Freq. PM Pipe Clean-ing	Un-Sche. Pipe Clean-ing	WBSD CCTV Insp.	Pipe Patch Repairs	Pump Sta. PM	Pump Sta. Unsch. Repairs	SSO	SSO	Service Calls
Month	Miles	Miles	Miles	Miles	Qty.	Qty.	Qty.	Cat. 1	Cat. 2&3s	Call Outs
Jan	1.0	1.3	0.2	1.0	0	4	0	0	0	0
February	2.2	0.2	0.0	1.1	2	4	0	0	0	0
March	1.4	1.2	0.0	1.0	0	4	0	0	0	0
April	0.5	1.8	0.3	0.1	2	5	0	0	0	0
May	0.4	1.7	0.0	0.8	2	5	0	0	0	0

June	2.6	0.5	0.1	0.5	3	5	0	0	0	0
July	0.0	1.1	0.0	0.0	3	4	0	0	1	0
*August 24	0.0	1.1	0.0	0.2	0	4	0	0	0	0
Sept.	0.7	1.0	0.5	0.8	0	4	0	0	0	0
Oct.	0.0	1.3	0.2	0.9	0	4	0	0	0	0
Nov.	0.4	1.4	0.0	1.0	0	4	0	0	0	0
Dec	1.0	1.6	0.0	0.9	0	4	0	0	0	0
<b>** Yr to date</b>	<b>10.2</b>	<b>14.2</b>	<b>1.3</b>	<b>8.3</b>	<b>12.0</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
FY23/24Goals	10.6	14.4	n/a	8.1	n/a	52	n/a	n/a	n/a	n/a

\* = August- Start of Contract

	Goal	Total	Remain
Cleaning	25	25.7	-0.7
CCTV	8.1	8.3	-0.2

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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 – August 2024**



**Yearly Summary Report**

9/3/2024  
12:13 PM

Dates Between 9/1/2023 and 8/31/2024

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	0.0
February	0.00	0.0	0.0	0.0	8.0	0.0	0.0	0.0	0.0
March	0.00	0.3	0.0	0.0	8.0	0.0	0.0	0.0	0.0
April	0.00	0.0	0.0	1.0	8.0	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	0.0
June	0.00	0.3	0.0	0.0	8.0	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	0.0
August	0.00	0.0	0.0	0.0	8.0	0.0	0.0	0.0	0.0
September	0.00	0.3	0.0	0.0	8.0	0.0	0.0	0.0	0.0
October	0.00	0.0	0.0	0.0	8.0	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	0.0
December	4.52	0.0	0.0	0.0	8.0	0.0	0.0	0.0	0.0
<b>Totals</b>	4.52	0.8	0.0	1.0	96.0	0.0	0.0	0.0	0.0

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

**To: Board of Directors**

**From: Fariborz Heydari, P.E., District Engineer**

**Subject: Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- APN 079-054-020 (241 Georgia Lane, Portola Valley)**

---

Background

The owner of the property located at 241 Georgia Lane, Portola Valley, (APN: 079-054-020) has requested that the Local Agency Formation Commission (LAFCo) annex this property into the West Bay Sanitary District for the purposes of obtaining sanitary sewer service. The existing single-family residence will need to connect to the existing gravity main located on Georgia Lane.

Analysis

Attached for the Board's review is the description of the property to be annexed (Exhibit A) and the LAFCo Resolution No. 1323 (Exhibit B) approving the annexation.

Fiscal Impact

Property owner has paid all required annexation fees, and the fiscal impact would be additional sewer service charge revenue to the District once the parcel is connected.

Recommendation

The District Engineer recommends that the District Board approve the Resolution as presented.

Attachments: Resolution \_\_\_\_\_ (2024)  
Exhibit A – Geographical/Legal Description  
Exhibit B – LAFCo Resolution No. 1323

**RESOLUTION NO. \_\_\_\_\_ (2024)**

**IN THE DISTRICT BOARD OF THE WEST BAY SANITARY DISTRICT**

**COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

\*\*\*\*\*

**A Resolution Consenting to the Annexation of APN 079-054-020 (241 Georgia Lane, Portola Valley), Unincorporated San Mateo County to the West Bay Sanitary District**

**WHEREAS:**

1. A petition for annexation of the property described herein to this District was initiated by the property owner.
2. The Local Agency Formation Commission of San Mateo County assigned the following distinctive short-form designation: Annexation of APN 079-054-020 to West Bay Sanitary District.
3. The property to be annexed is described as follows:  
See Exhibit "A" attached hereto and by this reference made a part hereof.
4. The said property has existing dwelling.
5. The conditions of annexation are:
  - a. In the event that, pursuant to rules, regulations or ordinances of the District, as now or hereafter amended, the District shall require any payment of a fixed or determinable amount of money either as a lump sum or installments, for the acquisition, transfer, use or right of use of all or any part of the existing property, real or personal, of the District, such payment will be made to the District in the manner and at the time as provided by rules, regulations or ordinances of the District, as now or hereafter amended.
  - b. Upon and after the effective date of said annexation, the territory, and all persons entitled to vote by reason of residing or owning land within the territory, shall be subject to the jurisdiction of the District; shall have the same rights and duties as if the territory had been a part of the District upon its original formation; shall be liable for the payment of principal, interest and any other amounts which shall become due on account of any outstanding or then-authorized but thereafter issued bonds, including revenue bonds, or other contracts or obligations of the District; shall be subject to the levying or fixing and collection of any and all taxes, assessments, service charges, rentals or rates as may be necessary to provide for such payment; and shall be subject to all of the rates, rules, regulations and ordinances of the District, as now or hereafter amended.



6. The proposed annexation is for the interest of the landowners and present and future inhabitants within the District and within the said property to be annexed.
7. The Local Agency Formation Commission of San Mateo County has adopted Resolution 1323 (Exhibit B) ordering annexation of the referenced territory to the West Bay Sanitary District.

**NOW, THEREFORE, BE IT RESOLVED** that:

- a. The above described property, pursuant to the order of the San Mateo County Local Agency Formation Commission, are hereby annexed to the West Bay Sanitary District, and the General Manager is directed to make such distribution of this Resolution as is required by law or is desirable.
- b. Pursuant to Government Code Section 56837, the District consents to waiver conducting authority proceedings.
- c. The regular San Mateo County Assessment Roll will be used to collect sewer service charges.
- d. The territory will not be taxed for bonded indebtedness.

\*\*\*\*\*

Passed and adopted by the District Board of the West Bay Sanitary District at a regular meeting thereof held on the 11<sup>th</sup> day of September, 2024 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

**ANNEXATION TO WEST BAY SANITARY DISTRICT  
APNs 079-054-40 AND 079-054-020  
231 AND 241 GEORGIA LANE, PORTOLA VALLEY**

Situate in the Town of Portola Valley, County of San Mateo, State of California, and being Parcels One and Two of the Lands of Lovazzano as described in the Grant Deed which was recorded February 12, 2020 as Document No. 2020-012135, in the Office of the Recorder of San Mateo County, being more particularly described as follows:

**BEGINNING** at the most southerly corner of the Lands of Chase as described in the Grant Deed which was recorded May 16, 2014 as Document No. 2014-042432, being a point on the centerline of Georgia Lane (19.8' wide), said point being also the most southerly corner of that certain parcel annexed December 08, 1997, per Resolution #1306(97);

1. Thence along said centerline, South 21°20'00" West, a distance of 60.99 feet, to the most southerly corner of said Parcel Two of Lovazzano, being an angle point in the general northerly line of that certain parcel annexed January 22, 1979, per Resolution #811;
2. thence along the southerly line of said Lands of Lovazzano, North 82°39'29" West (being North 82°04' West per said Resolution #811), a distance of 289.61 feet, to the most southwesterly corner of said Lands, being a point in the center of Corte Madera Creek;
3. thence following the center of said creek, and along the general westerly line of said Lovazzano, North 26°40'00" West, a distance of 23.32 feet;
4. thence North 52°30'00" West, a distance of 77.88 feet;
5. thence North 24°05'00" East, a distance of 94.71 feet;
6. thence North 58°40'00" East, a distance of 66.00 feet;
7. thence North 12°20'00" East, a distance of 64.02 feet, to the most northerly angle point of said Parcel Two, being an angle point in the general southwesterly line of Parcel One of said Lands of Lovazzano, being a point in the center of Corte Madera Creek;
8. thence following the center of said creek, and along the general westerly line of said Parcel One of Lovazzano, North 67°50'00" West, a distance of 81.18 feet;
9. thence North 01°10'00" East, a distance of 69.96 feet, to the most westerly corner of said Lands of Chase, being the most westerly **APPROVED** Annexation per Resolution #1306(97);

**RECEIVED**  
MAY 01 2024  
**LAFCO**

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

EXHIBIT A PAGE 1 OF 3

Page 1 of 3

10. thence along the southwesterly line of Chase, South 68°40'00" East, a distance of 338.89 feet, to the most easterly corner of Parcel One of said Lovazzano;
11. thence along the southeasterly line of said Parcel One, South 21°20'00" West, a distance of 183.45 feet, to a point which bears North 68°40'00" West, from the Point of Beginning of this description;
12. thence along the southerly line of Chase, and said Annexation per Resolution #1306(97), South 68°40'00" East, a distance of 105.00 feet, to the **POINT OF BEGINNING**;

Containing an area of 85,985 sq ft/1.97394 acres, more or less

**END OF DESCRIPTION**

The herein described parcel is shown on the attached map, Exhibit B, of this legal description, and is made a part hereof.



\_\_\_\_\_  
 Bryan G. Taylor, PLS  
 License No. 7551, Expires 12/31/25

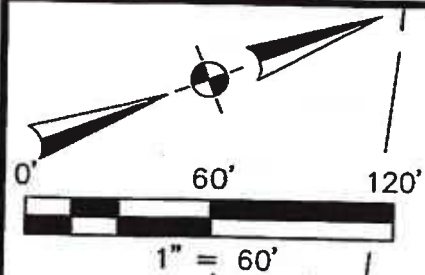


04/25/2024  
 \_\_\_\_\_  
 Date

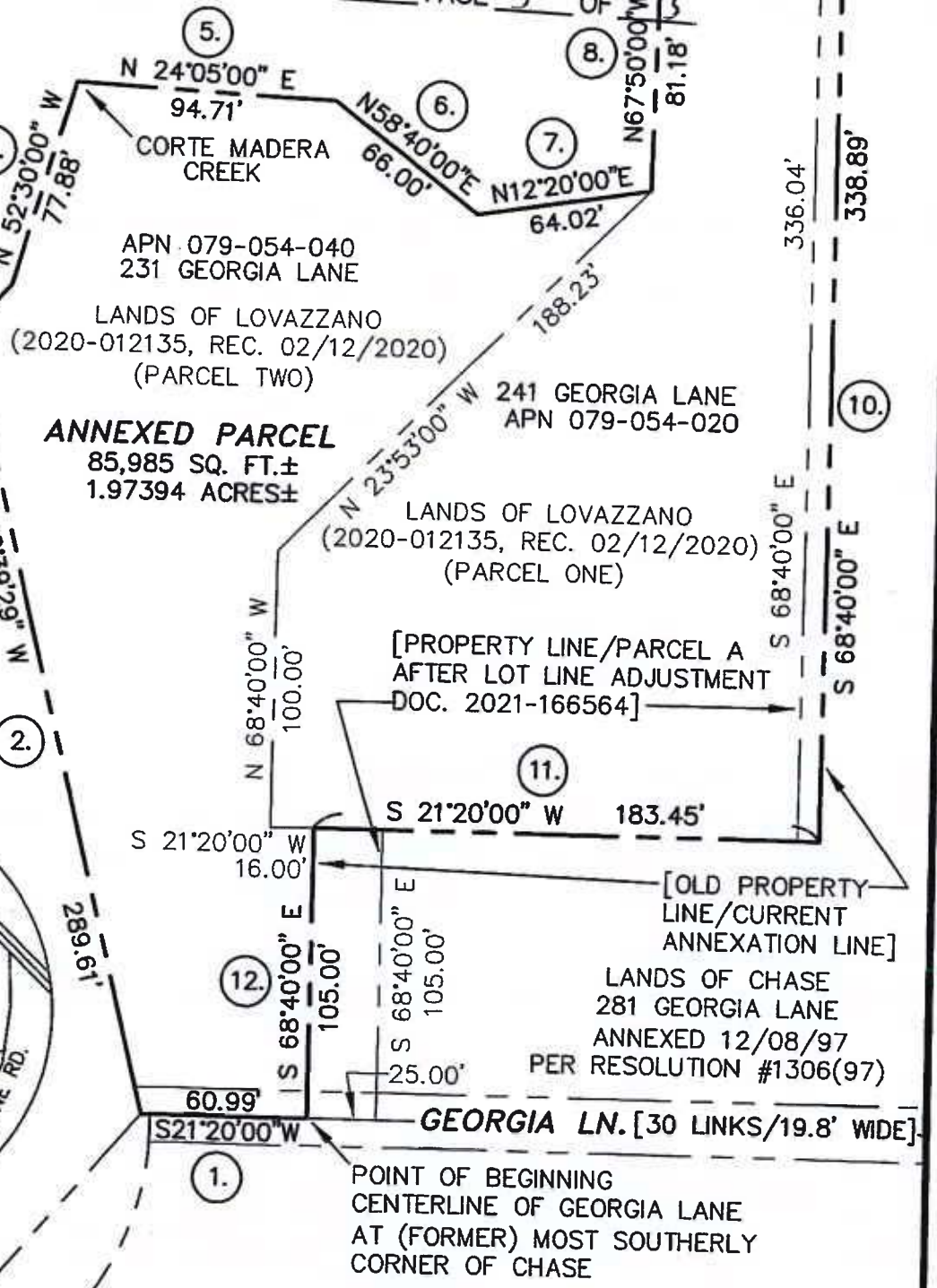
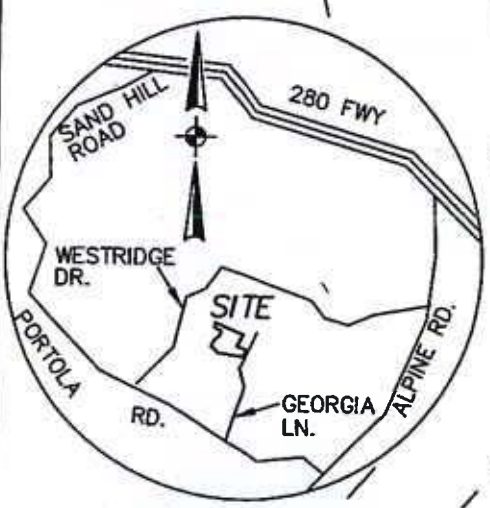
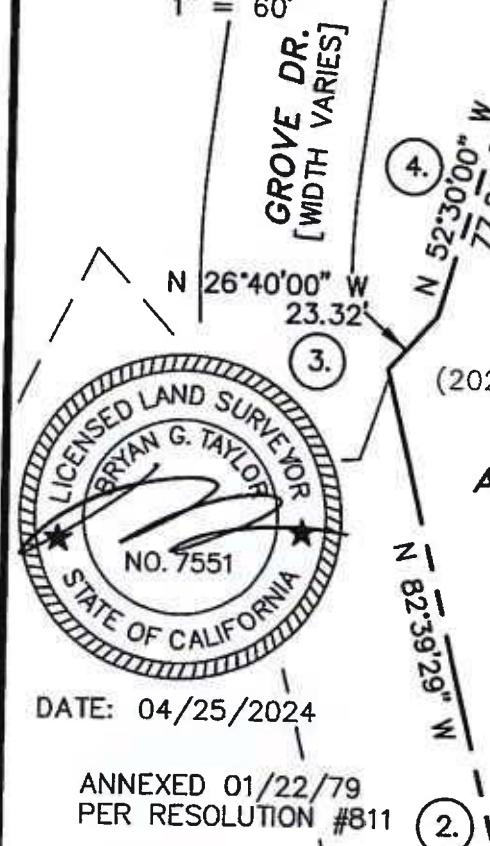
APPROVED  
 SAN MATEO LOCAL AGENCY  
 FORMATION COMMISSION  
 455 COUNTY CENTER  
 REDWOOD CITY, CA 94063

EXHIBIT A PAGE 2 OF 3

APPROVED LOT 6  
 SAN MATEO LOCAL AGENCY  
 FORMATION COMMISSION  
 455 COUNTY CENTER  
 REDWOOD CITY, CA 94063



65 MAPS EXHIBIT A PAGE 3 OF 3



**EXHIBIT "B" - PLAT ACCOMPANYING LEGAL DESCRIPTION**



ANNEXATION OF PARCEL  
 INTO WEST BAY SANITARY DISTRICT  
 231 AND 241 GEORGIA LANE  
 PORTOLA VALLEY, CALIFORNIA

SCALE	PAGE
1"=60'	3 OF 3
DATE	JOB
04/24	20-048

EXHIBIT 10 PAGE 1 OF 3 RESOLUTION NO. 1323

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 24-04 -  
ANNEXATION OF 231 GEORGIA LANE (APN 079-054-040)  
AND 241 GEORGIA LANE (APN 079-054-020), PORTOLA VALLEY  
TO THE WEST BAY SANITARY DISTRICT 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 proposal is categorically exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15319(a) & (b) (Annexations of Existing Facilities and Lots for Exempt Facilities); and

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

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

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

Section 3. The territory consists of 1.9 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of 231 and 241 Georgia Lane, Portola Valley to the West Bay Sanitary District.

Section 4. Conducting authority proceedings are hereby waived in accordance with Government Code Section 56662(a) and this annexation is hereby ordered.

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 17 day of July 2024

Ayes and in favor of said resolution:


Commissioners: Tygarjas Bigstyk  
Virginia Chang-Kiraly  
Ann Draper  
Ray Mueller  
Harvey Rarback  
Warren Slocum  
Kati Martin

Noes and against said resolution:

Commissioner(s): None

Absent and/or Abstentions:

Commissioner(s): \_\_\_\_\_

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

ATTEST:

  
 \_\_\_\_\_  
 Rob Bartoli  
 Executive Officer  
 Local Agency Formation Commission

Date: 7/17/2024

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

\_\_\_\_\_  
 Clerk to the Commission  
 Local Agency Formation Commission

Date: \_\_\_\_\_

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

**To: Board of Directors**

**From: Fariborz Heydari, P.E., District Engineer**

**Subject: Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- APN 080-072-210 (Vacant Lot at El Nido Rd., Portola Valley)**

---

Background

The owner of the property located at a Vacant Lot on El Nido Rd., Portola Valley, (APNs: 080-072-210) has requested that the Local Agency Formation Commission (LAFCo) annex this property into the West Bay Sanitary District for the purposes of obtaining sanitary sewer service. The future single-family residence will need to connect to the existing gravity main located on El Nido Rd.

Analysis

Attached for the Board's review is the description of the property to be annexed (Exhibit A) and the LAFCo Resolution No. 1277 (Exhibit B) approving the annexation.

Fiscal Impact

Property owner has paid all required annexation fees, and the fiscal impact would be additional sewer service charge revenue to the District once the parcel is connected.

Recommendation

The District Engineer recommends that the District Board approve the Resolution as presented.

Attachments: Resolution \_\_\_\_\_ (2024)  
Exhibit A – Geographical/Legal Description  
Exhibit B – LAFCo Resolution No. 1277

**RESOLUTION NO. \_\_\_\_\_ (2024)**

**IN THE DISTRICT BOARD OF THE WEST BAY SANITARY DISTRICT**

**COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

\*\*\*\*\*

**A Resolution Consenting to the Annexation of APN 080-072-210, Unincorporated San Mateo County to the West Bay Sanitary District**

**WHEREAS:**

1. A petition for annexation of the property described herein to this District was initiated by the property owners.
2. The Local Agency Formation Commission of San Mateo County assigned the following distinctive short-form designation: Annexation of APN 080-072-210 to West Bay Sanitary District.
3. The property to be annexed are described as follows:  
See Exhibit "A" attached hereto and by this reference made a part hereof.
4. The said property has no existing dwelling.
5. The conditions of annexation are:
  - a. In the event that, pursuant to rules, regulations or ordinances of the District, as now or hereafter amended, the District shall require any payment of a fixed or determinable amount of money either as a lump sum or installments, for the acquisition, transfer, use or right of use of all or any part of the existing property, real or personal, of the District, such payment will be made to the District in the manner and at the time as provided by rules, regulations or ordinances of the District, as now or hereafter amended.
  - b. Upon and after the effective date of said annexation, the territory, and all persons entitled to vote by reason of residing or owning land within the territory, shall be subject to the jurisdiction of the District; shall have the same rights and duties as if the territory had been a part of the District upon its original formation; shall be liable for the payment of principal, interest and any other amounts which shall become due on account of any outstanding or then-authorized but thereafter issued bonds, including revenue bonds, or other contracts or obligations of the District; shall be subject to the levying or fixing and collection of any and all taxes, assessments, service charges, rentals or rates as may be necessary to provide for such payment; and shall be subject to all of the rates, rules, regulations and ordinances of the District, as now or hereafter amended.

6. The proposed annexation is for the interest of the landowners and present and future inhabitants within the District and within the said property to be annexed.
7. The Local Agency Formation Commission of San Mateo County has adopted Resolution 1277 (Exhibit B) ordering annexation of the referenced territory to the West Bay Sanitary District.

**NOW, THEREFORE, BE IT RESOLVED** that:

- a. The above described property, pursuant to the order of the San Mateo County Local Agency Formation Commission, are hereby annexed to the West Bay Sanitary District, and the General Manager is directed to make such distribution of this Resolution as is required by law or is desirable.
- b. Pursuant to Government Code Section 56837, the District consents to waiver conducting authority proceedings.
- c. The regular San Mateo County Assessment Roll will be used to collect sewer service charges.
- d. The territory will not be taxed for bonded indebtedness.

\*\*\*\*\*

Passed and adopted by the District Board of the West Bay Sanitary District at a regular meeting thereof held on the 11<sup>th</sup> day of September, 2024 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

ANNEXATION NO. 18-13

ANNEXATION TO THE WEST BAY SANITATION DISTRICT

GEOGRAPHIC DESCRIPTION

All that certain real property, situate in Section 9, Township 7 South, Range 3 West, Mount Diablo Meridian, in the County of San Mateo, State of California, being described as Lot 140 of that certain map entitled "Los Trancos Woods Tract No. 2" as filed for record in Book 17 of Maps at Page 38 in the office of the San Mateo County Recorder, and being further described as follows:

**Beginning** at the most easterly corner of said Lot 140, said point being further described as a point on the southerly right of way of El Nido Road and the most northerly corner of the existing West Bay Sanitation District boundary per Annexation No. 1547;

Thence, (1) South 31°00'30" West, 124.20 feet along said existing District boundary;

Thence, leaving the existing District boundary, (2) North 58°59'30" West, 66.85 feet;

Thence, (3) North 31°00'30" East, 127.76 feet;

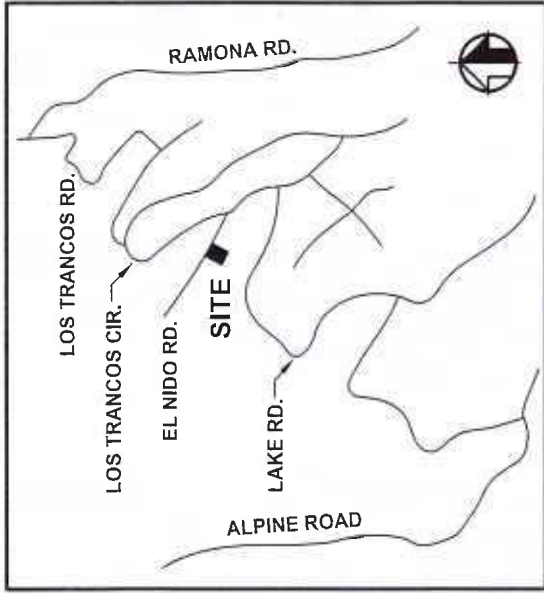
Thence, (4) South 65°37'03" East, 20.67 feet;

Thence, (5) South 51°40'49" East, 46.70 feet to the **Point of Beginning** and containing **0.20** acres of land, more or less.

*For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.*



APPROVED  
SAN MATEO LOCAL AGENCY  
FORMATION COMMISSION  
455 COUNTY CENTER  
REDWOOD CITY, CA 94063  
EXHIBIT A PAGE 1 OF 2



**VICINITY MAP**  
(Not to Scale)

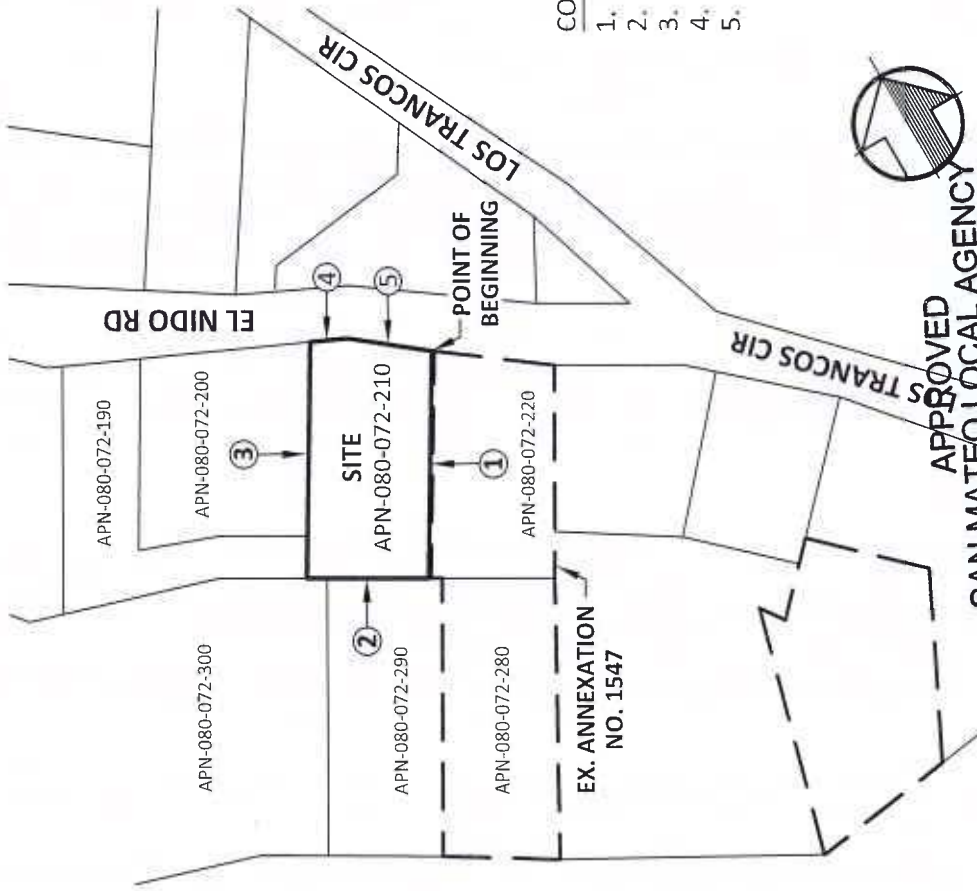
**COURSES:**

- |    |             |         |  |
|----|-------------|---------|--|
| 1. | S31°00'30"W | 124.20' | EXISTING WEST BAY SANITARY DISTRICT BOUNDARY |
| 2. | N58°59'30"W | 66.85'  |  |
| 3. | N31°00'30"E | 127.76' |  |
| 4. | S65°37'03"E | 20.67'  | PROPOSED WEST BAY SANITARY DISTRICT BOUNDARY |
| 5. | S51°40'49"E | 46.70'  |  |

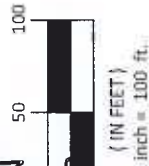
0.20± ACRES

**DISCLAIMER:**

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



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



**WEST BAY ANNEXATION NO.**  
**WEST BAY SANITARY DISTRICT**

APN: 080-272-210  
DATE: 06/26/2024

EXHIBIT **A** PAGE **2** OF **2**

RESOLUTION NO. 1277

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 18-13 -  
ANNEXATION OF APN 080-072-210, A VACANT PARCEL ON EL NIDO ROAD, LOS TRANCOS WOODS  
TO THE WEST BAY SANITARY DISTRICT 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, On November 24, 2021, the County of San Mateo as lead agency adopted a Mitigated Negative Declaration (MND) under California Environmental Quality Act (CEQA) guidelines and approved the associated permits; and

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

EXHIBIT   D   PAGE   1   OF   3

WHEREAS, The Commission reviewed and considered the Mitigated Negative Declaration including any findings and the mitigation and monitoring program, prepared by the County of San Mateo as lead agency and that mitigation measures are within the responsibility and jurisdiction of the County of San Mateo (Section 15091(a)(2)).

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 0.21 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of APN 080-072-210 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.

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 19th day of January 2022.

Ayes and in favor of said resolution:

Commissioners: Joshua Cosgrove  
Don Horsley  
Ric Lohman  
Harvey Rarback  
Ann Draper, Vice Chair  
Mike O'Neill, Chair

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

Noes and against said resolution:

EXHIBIT B PAGE 3 OF 3

None

Commissioners Absent:

Commissioners: Warren Slocum

*Michael O'Neil*

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

ATTEST:

*Robert J. Bartolotta*  
 Interim Executive Officer  
 Local Agency Formation Commission

Date: 2/15/2022

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

Date: 7/22/24

*Bob Bartolotta*  
 Clerk to the Commission  
 Local Agency Formation Commission





**To: Board of Directors**  
**From: Sergio Ramirez, General Manager**  
**Subject: General Manager's Report**

---

**1) Administrative:**

- a. A meeting was held with the Town of Atherton's City Manager to learn about their Green Waste agreement and discuss the District's solid waste franchise.
- b. Staff continues to work on the Succession Plan conducted by CPS HR consulting. The plan should be completed by the end of September and will be presented to the Board in October of 2024.
- c. Brown Act Training and the Conflict-of-Interest Code is reviewed every even year. The Board's Ethics Training is due by September 30<sup>th</sup> as part of the Brown Act Training. The Office Manager will email a reminder with the proper link.
- d. San Mateo County Office of Elections received only incumbent filings for the November 5<sup>th</sup> election. Therefore there will be no District election held.

**2) Finance:**

- a. The first Bayfront Recycled Water Facility State Revolving Fund reimbursement request has been submitted to the State.
- b. Staff conducted the Oracle's NetSuite software kick off meeting on August 20, 2024. Implementation is scheduled to take four to six months.

**3) CIP Projects:**

**a. Capital Improvement Program (CIP):**

- i. Casey Construction will begin the Willow Pump Station rehabilitation project this month.

**b. Levee Improvement Project:**

- i. Anderson Pacific, SVCW, Freyer & Laureta, and staff held biological training on-site to begin site clearing and restart the second phase of the levee project.

**c. Point Repair Project Phase II:**

- i. Casey Construction has been replacing numerous pipe segments as part of the Phase II Point Repair Project.
- ii. The pipe segment over the SFPUC pipeline will be potholed this month prior to beginning the repairs.

**4) Information Technology (IT):**

- a. The online permitting system went live on August 19, 2024. Approximately, thirty permits have been issued using the new system. Five of those permits were conducted in the front office using the kiosk.

- 5) **Operations and Maintenance:**
  - a. **Collection System:**
    - i. The District has officially gone seven years without lost time due to an accident.
  - b. **Pump Facilities:**
    - i. The District Engineer issued the notice to proceed to the Telemetry Project contractor.
  - c. **Training:**
    - i. Staff will receive training on Hot Works. This is an CAL-OSHA requirement and relates to how-to safely weld and work with acetylene.
- 6) **Water Quality:**
  - a. **Sharon Heights Golf and Country Club (SHGCC):**
    - i. The Club planted aquatic landscape in the pond and staff maintained the pond top off in the month of August.
    - ii. The Avy Pump Station had a malfunction in August and approximately 200,000 gallons bypassed the pump station while it was repaired. Repairs were performed under warranty.
    - iii. The District will require a \$20 thousand deposit from SHGCC in order to administer the Solar Project at the West Bay Sharon Heights Facility.
  - b. **Bayfront Recycled Water Facility (BRWF):**
    - i. Anderson Pacific has continued with the demolition of the retired treatment facility. Photos and video will be shared during the board meeting.
- 7) **Fleet and Facilities:**
  - a. **Vehicle Maintenance:**
    - i. The new 2024 Dump Truck manufactured at Western Truck Fabrications was delivered and is in service.
    - ii. The new gas monitoring equipment has been installed and in service.
- 8) **Personnel:**
  - i. The Utility Worker has resigned and has taken a position with Silicon Valley Clean Water.
  - ii. The practical exam for the Maintenance Worker recruitment will be conducted on Saturday September 7, 2024.
- 9) **Upcoming Events:**
  - a. **Next Regular Board Meetings:** Wednesdays, September 11<sup>th</sup> and September 25<sup>th</sup>
- 10) **Misc. Items:**
  - a. **West Bay:** The General Manager will update the Board on miscellaneous items related to District operations.
  - b. **Town of Los Altos Hills:** Staff continues to maintain the system and contribute to CIP recommendations.
  - c. **Town of Woodside:** Staff continues to maintain the Town's pump stations and collection system.
  - d. **East Palo Alto:** City and District staff will hold a meeting regarding EPA Sanitary District and its possible transition.



**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 5**

**To:            *Board of Directors***

**From:         *Sergio Ramirez, General Manager***

**Subject:      *Discussion and Direction on Landscape Services***

---

Staff will give an update on the landscape services and options.

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## WEST BAY SANITARY DISTRICT AGENDA ITEM 6

**To:** *Board of Directors*

**From:** *Robert Scheidt, Assistant Operations Superintendent*

**Subject:** *Authorize the General Manager to Enter into a Purchase Order Agreement with Golden Gate Isuzu Truck for a 2024 Pipe Hunter Jetter with Jet-Eye Camera System*

---

### Background

The District has invested in numerous hydro jetting equipment which is the primary way of cleaning and maintaining the sewer collection system. Two of the hydro jetting equipment include Jet-Eye camera systems that allow the crew to video inspect while hydro cleaning.

The District Board approved the purchase of a new Pipe Hunter/Jetter in Fiscal Year 2024/2025 (FY24/25). Staff has identified a need to further invest in the Jet-Eye camera system hydro jetting equipment to inspect for quality while cleaning the system, specifically in problem areas. With the proposed 2024 Pipe Hunter/Jetter staff will be able to perform additional quality control to ensure mainlines are cleaned thoroughly in the District and with the surrounding agencies it supports through interagency agreements.

### Analysis

The Board approved \$280,000 in the FY24/25 budget to purchase the Pipe Hunter/Jetter. The proposed jetter will have a half inch jetting hose, 600 gallons of water capacity, and a Jet-Eye camera system. The equipment will be mounted on a 2024 Isuzu Chassis.

The District has taken advantage of the cooperative bid process and cooperative pricing on numerous occasions. The National Auto Fleet Group (NAFG) is such cooperative and has allowed the District to receive considerable savings over the years. Staff received a price through the NAFG for \$284,533.22. However, after further researched with a local dealer regarding the equipment, staff found that Golden Gate Isuzu Truck would bid on the same equipment. Golden Gate Isuzu Truck submitted a quote for \$279,505.97 a savings of \$5,027.25.

### Fiscal Impact

Fiscal impact is \$279,505.97 plus \$5,000.00 for accessories such as lighting, radio, and traffic control apparatus for the vehicle and not to exceed a total of \$284,505.97. Funds will be used from the Equipment Replacement Fund.

---

**Report to the District Board for the Regular Meeting of September 11, 2024**

Recommendation

The Assistant Operations Superintendent recommends the Board authorize the General Manager to enter into a Purchase Order Agreement with Golden Gate Isuzu Truck for a 2024 Pipe Hunter Jetter with Jet-Eye Camera System.

Attachments:           Golden Gate Isuzu Truck  
                              National Auto Fleet Group



# GOLDEN GATE ISUZU TRUCK

Russell Gebhard | 510-759-9479 | RGEGBHARD@GOLDENGATETRUCK.COM

## West Bay Sanitation



Prepared for your review

Current report content is based on data as of 2024-08-29 09:10:57. Any performance-related calculations are offered solely as guidelines. Actual vehicle performance will depend on your operating conditions. All information, specifications and pricing in this application are based on the latest information available. Isuzu Commercial Truck of America, Inc. reserves the right to discontinue or change, at any time, without prior notice, the pricing, specifications, options, materials, equipment, design and models.

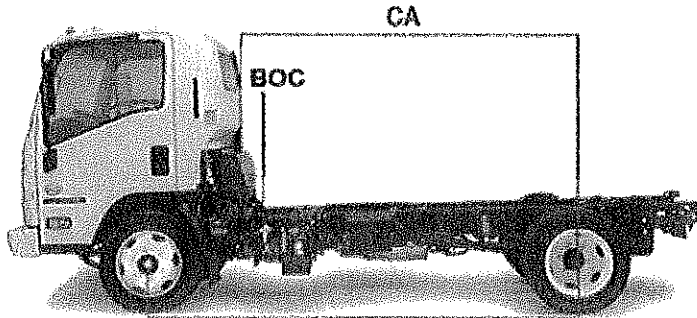


# GOLDEN GATE ISUZU TRUCK

Russell Gebhard | 510-759-9479 | RGEGBHARD@GOLDENGATETRUCK.COM

West Bay Sanitation (2024 NRR Cab Chassis, 3U2 132.5"WB, 110"CA, 19,500 GVWR. White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning)

## Weight Distribution



Driver/Passenger Weight	350.0 lbs.
Wheelbase (WB)	132.5 inches
Cab-to-Axle (CA)	110 inches
Body Length	
Body Weight	
Back of Cab (BOC)	7.7 inches

\*\* You must fill in body length and weight to enable body and payload weight calculations.

	<b>WB</b>	
Front Wt.	4,626.00 lbs.	66%
Rear Wt.	2,338.00 lbs.	34%
GVWR	19,500.00 lbs.	
GVW	6,964.00 lbs.	
Remaining Payload Weight	12,536.00 lbs.	

Weight (lbs.)	Front	Rear	Total
Chassis	4,251.00	2,337.00	6,588.00
Chassis Equipment	25.00	1.00	26.00
Subtotal	4,276.00	2,338.00	6,614.00
Driver/Passengers	350.00	0.00	350.00
Body/Body Equipment	0.00	0.00	0.00
Payload	0.00	0.00	0.00
<b>Total</b>	<b>4,626.00</b>	<b>2,338.00</b>	<b>6,964.00</b>
GAWR/GVWR	7,275.00	13,660.00	19,500.00
GCWR			25,500.00

## Chassis Equipment:

Code	Item	Center of Gravity	Front Axle	Rear Axle	Total
54	White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning		0.00 lbs.	0.00 lbs.	0.00 lbs.
IF6	Fire Extinguisher and Triangle Kit mounted in rear organizer on standard cab and under rear seat on crew cab		19.00 lbs.	0.00 lbs.	19.00 lbs.
UZF	Back up alarm		0.00 lbs.	1.00 lbs.	1.00 lbs.
IV8	Seat Covers standard cab		6.00 lbs.	0.00 lbs.	6.00 lbs.
W1	30 Gallon Stainless Steel In-Rail Fuel Tank		0.00 lbs.	0.00 lbs.	0.00 lbs.

## Driver/Passengers:

	Center of Gravity	Front Axle	Rear Axle	Total
Driver	front axle	350.00 lbs.	0.00 lbs.	350.0 lbs.

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# GOLDEN GATE ISUZU TRUCK

Russell Gebhard | 510-759-9479 | RGEGBHARD@GOLDENGATETRUCK.COM

West Bay Sanitation (2024 NRR Cab Chassis, 3U2 132.5"WB, 110"CA, 19,500 GVWR. White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

## Selected Model and Options

Model	Code	Description		MSRP
	3U2	NRR Cab Chassis 132.5"WB, 110"CA		\$70,556.00
	54	White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning	\$0.00	\$0.00
<b>Options</b>				
	011	5.571:1	Inc.	Inc.
	54	White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning	Inc.	Inc.
	8RP	AM/FM stereo with auxiliary input, USB port, and Bluetooth.	Inc.	Inc.
	AQB	Driver seat is reclining high back. Two single occupant fold down seats with tray backs.	Inc.	Inc.
	C60	Air conditioner	Inc.	Inc.
	I1B	4HK1-TC, diesel engine 317 CID (5.19L), 215 HP at 2550 RPM: 452 ft.-lb. gross torque at 1850 RPM. 4 cylinder, 16 valve, four cycle, overhead cam, turbocharged, inter-cooled, water cooled EGR valve, direct injection, electronically controlled common rail fuel system, engine cruise control function. Oil level check switch and light. Engine Warning system with audible warning for low oil pressure, high coolant temperature, and low coolant level.	Inc.	Inc.
	I1W	Aisin A465id 6-speed automatic transmission, Ratios: 3.742, 2.003, 1.343,	Inc.	Inc.
	I2C	140 AMP. with integral regulator.	Inc.	Inc.
	I4I	30 Gallon Stainless Steel In-Rail Fuel Tank	Inc.	Inc.
	I5H	LRR (low rolling resistance)	Inc.	Inc.
	I5I	Electronic Vehicle Stability Control (EVSC) include ASR (Anti-Slip Regulation)	Inc.	Inc.
	IA9	132.5 inches 110"CA	Inc.	Inc.
	IB9	19.5" x 6", 6-hole disc, painted white	Inc.	Inc.
	IC1	19.5" x 6", 6-hole disc, painted white	Inc.	Inc.
	ID3	Single-speed, 14,550 lb. capacity with oil lubricated rear wheel bearings.	Inc.	Inc.
	ID8	8440 lbs. Capacity semi elliptical tapered leaf spring. Includes shock absorbers and stabilizer bar	Inc.	Inc.
	ID9	14,550 lbs. capacity. Semi-elliptical main and auxiliary multi-leaf springs. Includes shock absorbers.	Inc.	Inc.
	IE1	Vacuum + Power Assist; hydraulic 4-wheel disc brakes with 4-channel ABS. Mechanical, transmission mounted parking brake. Non-asbestos semi metallic linings are standard.	Inc.	Inc.
	IF6	Fire Extinguisher and Triangle Kit mounted in rear organizer on standard cab and under rear seat on crew cab		\$88.00
	ILO	Yes	Inc.	Inc.
	IQ6	Standard Floor Mats	Inc.	Inc.
	IV8	Seat Covers standard cab		\$380.00

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# GOLDEN GATE ISUZU TRUCK

Russell Gebhard | 510-759-9479 | RGBHARD@GOLDENGATETRUCK.COM

West Bay Sanitation (2024 NRR Cab Chassis, 3U2 132.5"WB, 110"CA, 19,500 GVWR. White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

## Selected Model and Options

Code	Description		MSRP
IX1	Dual 12-Volt maintenance free group 31 750 CCA batteries with threaded posts	Inc.	Inc.
IX2	Rear body dome lamp switch	Inc.	Inc.
IX7	Single horizontal with DPF/SCR exhaust system	Inc.	Inc.
IZ6	"I"-beam rated at 7,275 lbs. Includes integral hydraulic power steering. Ratio 18.8-20.9:1.	Inc.	Inc.
K40	Butterfly valve type exhaust brake	Inc.	Inc.
KNX	Dry Paper single element. (Donaldson brand) Air cleaner canister standard with air restriction indicator in the driver's Multi-Information Display (MID).	Inc.	Inc.
UZF	Back up alarm		\$112.00
XTN/R3M	225/70R19.5F (12 ply) tubeless Radial, all season	Inc.	Inc.
YTN/S3M	225/70R19.5F (12 ply) tubeless Radial, all season tread.	Inc.	Inc.
<b>Totals</b>			
	Base Price		\$70,556.00
	Destination Charge		\$1,825.00
	Material & Transportation Surcharge		\$675.00
	DEF Fill Charge		\$20.00
	Total Options Price		\$580.00
	Tire Weight Tax		\$7.94
	<b>Total</b>		<b>\$73,663.94</b>

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Russell Gebhard | 510-759-9479 | RGEHBARD@GOLDENGATETRUCK.COM

West Bay Sanitation (2024 NRR Cab Chassis, 3U2 132.5"WB, 110"CA, 19,500 GVWR. White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

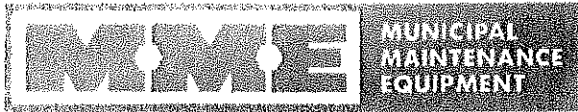
## Quote Worksheet

	MSRP
Base Price	\$70,556.00
Destination Charge	\$1,825.00
Material & Transportation Surcharge	\$675.00
DEF Fill Charge	\$20.00
Options	
White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning	\$0.00
Fire Extinguisher and Triangle Kit mounted in rear organizer on standard cab and under rear seat on crew cab	\$88.00
Seat Covers standard cab	\$380.00
Back up alarm	\$112.00
<b>Subtotal</b>	<b>\$73,656.00</b>
New Item	\$161,109.20
<b>Subtotal Additional Equipment</b>	<b>\$161,109.20</b>
<b>Subtotal Miscellaneous Equipment</b>	<b>\$0.00</b>
<b>Pre-Tax Subtotal</b>	<b>\$234,765.20</b>
Less Customer Discount	\$14,833.00
<b>Subtotal Discount</b>	<b>\$14,833.00</b>
<b>Taxable Price</b>	<b>\$249,598.20</b>
Sales Tax	9.38% \$23,399.83
Tire Weight Tax	\$7.94
<b>Subtotal Taxes</b>	<b>\$23,407.77</b>
ESTIMATED FREIGHT BOTH WAYS	\$6,500.00
New Item	\$0.00
<b>Subtotal Post-Tax Adjustments</b>	<b>\$6,500.00</b>
Less Post-tax Customer Discount	\$0.00
<b>Subtotal Discount</b>	<b>\$0.00</b>
<b>Total Sales Price</b>	<b>\$279,505.97</b>

Dealer Signature/Date

Customer Signature/Date

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CSLB #980409  
 DIR 1000004282  
 www.source-mme.com  
 Toll Free 1-888-484-9968

August 9, 2024

Golden Gate Truck Center  
 8200 Baldwin Street  
 Oakland, CA 94621

Tel: 510-759-9479  
 rgebhard@goldengatetruck.com

Attention: Russ Gebhard

End User: West Bay Sanitary District

We are pleased to provide the following resale quotation on the PipeHunter Jet Eye Body Only for your review.

One (1) Each PipeHunter Model 6744TMC D-Reel Jet Eye Body Only complete with the following features:

**Water System:**

- Dual 300 Gallon Water Tanks (600 Gallon Total)
- Single Filler Assembly
- 25' Fill Hose with Storage Rack
- Main Tank Water Sight Gauge
- 2" Aux. Drain Valve – Street Side Rear
- Lakos Filter 2.5"

**Water Pump:**

- 4000 PSI @ 25 GPM Giant Water Pump
- Wash-Down System 43-H with Gun and 25' Hose
- Pulsation System
- Multi-Flow Valve
- 50' Retractable Hand Gun Reel w/ 50' x ½" Hose Rear Mounted

**Engine:**

- 74 HP Kubota Diesel Tier 4 Final with Clutch
- Safety Lanyard (1) Emergency Kill
- 15 Gallon Fuel Aux. Tank
- Throttle Rear
- Digital Gauge Package & Tachometer Low Pressure High Temp Shutdown
- Engine Shroud/Belt Guard – Aluminum

**Dual Rear Hose Reels:**

- (1000' ½") x (1000' x ½" x Cable and Conductor)
- Articulating Reel Option Hydraulic Powered Articulation Worm Gear

**Hose Reel Accessory:**

- Level Wind Digital Footage Counter on ½" Regular Jet Hose

**Hose:**

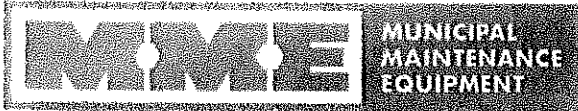
- 20' x ½" Leader Hose
- 800' x ½" Jet Hose – Piranha Brand
- Tiger Tail

4634 Mayhew Road  
 Sacramento, CA 95827  
 Office: 916-922-1101  
 Fax: 916-922-1034

4750 Caterpillar Road, #D  
 Redding, CA 96003  
 Office: 530-243-4856  
 Fax: 530-243-1447

13922 Gracebee Avenue  
 Norwalk, CA 90650  
 Office: 714-528-8770  
 Fax: 714-528-8744

1930 W. Winton Avenue, #1  
 Hayward, CA 94545  
 Office: 510-670-0230  
 Fax: 510-670-9003



August 9, 2024

Golden Gate Truck Center for West Valley

PipeHunter Model 6744TMC Jet Eye Body Only Resale Quotation

Page 2

**Nozzles:**

- Nozzle Rack
- 15 Degree Nozzle
- 30 Degree Nozzle
- Nozzle Skid Assy.

**Jet Eye TV Inspection System:**

- Color CCD Self Uprighting Camera (Ball Skid & Camera Connector Included)
- Wireless Removable Tablet 8" Recording WIFI Application Cloud Base Service Google or Samsung 32 GB without Cloud Additional Storage through Provider
- Pigtail Connector
- 6" – 8" Camera Skate Assembly
- 8" – 12" Camera Skate Assembly
- Digital Footage Counter with Video Overlay
- Water Proof Key Board
- Monitor Viewing Station
- 500' x ½" Jet Hose x Single Conductor Cable
- Tiger Tail
- Additional 100' x ½" Jet Hose x Single Conductor Cable

**Electrical:**

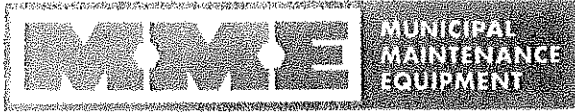
- Light - Hand Held Spot Light
- Light - Low Water Warning Light
- 12-volt Power Outlet on Female Water Pump Area
- 12-volt Power Outlet on Female Control Panel

**Tool Boxes:**

- (2) 18" x 18" x 36" Below Frame Locking – Aluminum
- 24" x 24" x 30" Below Frame Locking – Aluminum
- (3) Rubber Dry Decking

**Accessories:**

- Storage at Rear Across Body on "A" Frame for (3) Ea. 6' x 1" Diameter Poles
- Traffic Cone Rack – Hoop Style at Front Bumper Area of Chassis Holds 6 Safety Cones
- Traffic Cone Rack – Reel Deck Mount
- Side Ladder w/ Handles – Driver's Side
- Side Ladder w/ Handles – Passenger's Side
- 5 Gallon Bucket Holder
- Pro Vision Mfg. Color Back Up Safety Camera with Extra Camera Head Under Reel to Manhole Positioning



August 9, 2024  
Golden Gate Truck Center for West Valley  
PipeHunter Model 6744TMC Jet Eye Body Only Resale Quotation  
Page 3

Manuals:

- PipeHunter Operator's Manual CD
- Engine Operator's Manual CD

Frame and Axle:

- 6" Frame
- DOT Lighting Package

Liner Option:

- PipeHunter Speed Liner Frame & Reel – Black

Resale Price F.O.B. Shipping Point                      \$161,109.20

- Quotation does not include any applicable sales tax or DMV fees.
- Quotation is for PipeHunter body only and does not include truck chassis.
- Quotation includes mounting of PipeHunter body on customer's supplied chassis.
- Quotation includes freight for mounted body on your supplied chassis from Texas Underground in Pearland Texas to Sacramento. You will be required to ship your chassis to Texas Underground in Pearland Texas for body mounting at your expense.
- Normal delivery 120-180 days A.R.O., after receipt of chassis to Texas Underground in Pearland, TX.
- Terms Deposit with order, balance C.O.D. unless otherwise arranged.
- Quotation valid for 30 days.

Thank you for your interest in this fine product line. Should you have any questions or need additional information, please let us know. We look forward to being of service.

Sincerely,  
Municipal Maintenance Equipment, Inc.

*Kevin Widmer*  
Kevin Widmer,  
Territory Sales Manager



# National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076  
(855) 289-6572 • (831) 480-8497 Fax  
Fleet@NationalAutoFleetGroup.com

7/29/2024

Quote ID#2948HD (R1)

Mr. Bob Scheidt

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

Dear Bob Scheidt,

National Auto Fleet Group is pleased to quote the following sourced item(s) for your consideration. One (1) New/Unused (2024 Isuzu NRR, 132.5" WB, 110" CA, 19,500 GVWR with MME Pipehunter Model 6744TMC D-Reel Jet Eye Body) and provided by Mr. Russ Gebhard with Golden Gate Truck, each for:

	Contract Price
Chassis and Option	\$ 78,083.00
MME Quote	\$ 176,109.20
Tax (9.375%)	\$ 23,830.52
CA Tire Fee	\$ 10.50
Freight	\$ 6,500.00
Total	\$ 284,533.22

This sourced item(s) is available under the Sourcwell (Formerly Known as NJPA) Contract 032824-NAF. Please reference this Bid Number on all Purchase Orders.

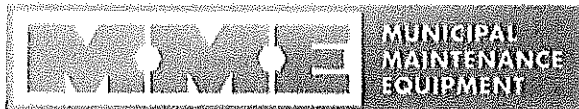
Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Ben Rodriguez  
HD Contract Manager  
[BEN@NationalAutoFleetGroup.com](mailto:BEN@NationalAutoFleetGroup.com)  
Office (855) 289-6572  
Fax (831) 480-8497



302 801



July 19, 2024

Golden Gate Truck Center  
8200 Baldwin Street  
Oakland, CA 94621

Tel: 510-759-9479  
rgebhard@goldengatetruck.com

Attention: Russ Gebhard

End User: West Bay Sanitary District

We are pleased to provide the following resale quotation on the PipeHunter Jet Eye Body Only for your review.

One (1) Each PipeHunter Model 6744TMC D-Reel Jet Eye Body Only complete with the following features:

**Water System:**

- Dual 300 Gallon Water Tanks (600 Gallon Total)
- Single Filler Assembly
- 25' Fill Hose with Storage Rack
- Main Tank Water Sight Gauge
- 2" Aux. Drain Valve – Street Side Rear
- Lakos Filter 2.5"

**Water Pump:**

- 4000 PSI @ 25 GPM Giant Water Pump
- Wash-Down System 43-H with Gun and 25' Hose
- Pulsation System
- Multi-Flow Valve
- 50' Retractable Hand Gun Reel w/ 50' x 1/2" Hose Rear Mounted

**Engine:**

- 74 HP Kubota Diesel Tier 4 Final with Clutch
- Safety Lanyard (1) Emergency Kill
- 15 Gallon Fuel Aux. Tank
- Throttle Rear
- Digital Gauge Package & Tachometer Low Pressure High Temp Shutdown
- Engine Shroud/Belt Guard – Aluminum

**Dual Rear Hose Reels:**

- (1000' 1/2") x (1000' x 1/2" x Cable and Conductor)
- Articulating Reel Option Hydraulic Powered Articulation Worm Gear

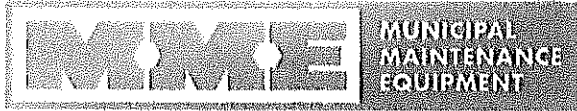
**Hose Reel Accessory:**

- Level Wind Digital Footage Counter on 1/2" Regular Jet Hose

**Hose:**

- 20' x 1/2" Leader Hose
- 800' x 1/2 Jet Hose – Piranha Brand
- Tiger Tail





July 19, 2024

Golden Gate Truck Center for West Valley

PipeHunter Model 6744TMC Jet Eye Body Only Resale Quotation

Page 2

**Nozzles:**

- Nozzle Rack
- 15 Degree Nozzle
- 30 Degree Nozzle
- Nozzle Skid Assy.

**Jet Eye TV Inspection System:**

- Color CCD Self Uprighting Camera (Ball Skid & Camera Connector Included)
- Wireless Removable Tablet 8" Recording WIFI Application Cloud Base Service Google or Samsung 32 GB without Cloud Additional Storage through Provider
- Pigtail Connector
- 6" – 8" Camera Skate Assembly
- 8" – 12" Camera Skate Assembly
- Digital Footage Counter with Video Overlay
- Water Proof Key Board
- Monitor Viewing Station
- 500' x ½" Jet Hose x Single Conductor Cable
- Tiger Tail
- Additional 100' x ½" Jet Hose x Single Conductor Cable

**Electrical:**

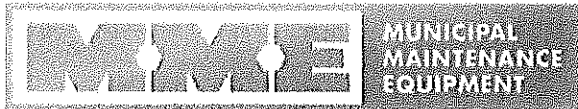
- Light - Hand Held Spot Light
- Light - Low Water Warning Light
- 12-volt Power Outlet on Female Water Pump Area
- 12-volt Power Outlet on Female Control Panel

**Tool Boxes:**

- (2) 18" x 18" x 36" Below Frame Locking – Aluminum
- 24" x 24" x 30" Below Frame Locking – Aluminum
- (3) Rubber Dry Decking

**Accessories:**

- Storage at Rear Across Body on "A" Frame for (3) Ea. 6' x 1" Diameter Poles
- Traffic Cone Rack – Hoop Style at Front Bumper Area of Chassis Holds 6 Safety Cones
- Traffic Cone Rack – Reel Deck Mount
- Side Ladder w/ Handles – Driver's Side
- Side Ladder w/ Handles – Passenger's Side
- 5 Gallon Bucket Holder
- Pro Vision Mfg. Color Back Up Safety Camera with Extra Camera Head Under Reel to Manhole Positioning



July 19, 2024  
Golden Gate Truck Center for West Valley  
PipeHunter Model 6744TMC Jet Eye Body Only Resale Quotation  
Page 3

Manuals:

- PipeHunter Operator's Manual CD
- Engine Operator's Manual CD

Frame and Axle:

- 6" Frame
- DOT Lighting Package

Liner Option:

- PipeHunter Speed Liner Frame & Reel – Black

Resale Price F.O.B. Shipping Point                      \$161,109.20

- Quotation does not include any applicable sales tax or DMV fees.
- Quotation is for Vac-Con Body only and does not include truck chassis.
- Quotation includes mounting of Vac-Con body on customer's supplied chassis.
- Quotation includes freight for mounted body on your supplied chassis from Texas Underground in Pearland Texas to Sacramento. You will be required to ship your chassis to Texas Underground in Pearland Texas for body mounting at your expense.
- Normal delivery 120-180 days A.R.O., after receipt of chassis to Texas Underground in Pearland, TX.
- Terms Deposit with order, balance C.O.D. unless otherwise arranged.
- Quotation valid for 30 days.

Thank you for your interest in this fine product line. Should you have any questions or need additional information, please let us know. We look forward to being of service.

Sincerely,  
Municipal Maintenance Equipment, Inc.

A handwritten signature in black ink that reads 'Kevin Widmer' with a stylized flourish at the end.

Kevin Widmer,  
Territory Sales Manager

**West Bay Sanitation** (rename)

Edit

Done

Model: MY2024 3U2 NRR 132.5"WB, 110"CA

OCC: 54 White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

To make any changes, you must first switch to edit mode by clicking "Edit" above.

Current Section: Std Equipment ▾

**Standard Equipment Summary**

📘 Section Help

Code	Description
<b>Tires</b>	
I5H	LRR (low rolling resistance)
<b>Engine</b>	
I1B	4HK1-TC, diesel engine 317 CID (5.19L), 215 HP at 2550 RPM: 452 ft.-lb. gross torque at 1850 RPM, 4 cylinder, 16 valve, four cycle, overhead cam, turbocharged, inter-cooled, water cooled EGR valve, direct injection, electronically controlled common rail fuel system, engine cruise control function. Oil level check switch and light. Engine Warning system with audible warning for low oil pressure, high coolant temperature, and low coolant level.
<b>Transmission</b>	
I1W	Aisin A465id 6-speed automatic transmission, Ratios: 3.742, 2.003, 1.343,
<b>Wheelbase</b>	
IA9	132.5 inches 110" CA
<b>Air Cleaner</b>	
KNX	Dry Paper single element. (Donaldson brand) Air cleaner canister standard with air restriction indicator in the driver's Multi-Information Display (MID).
<b>Alternator</b>	
I2C	140 AMP. with integral regulator.
<b>Battery</b>	
IX1	Dual 12-Volt maintenance free group 31 750 CCA batteries with threaded posts
<b>Exhaust</b>	
IX7	Single horizontal with DPF/SCR exhaust system
<b>Front Axle</b>	
IZ6	"I"-beam rated at 7,275 lbs. Includes integral hydraulic power steering. Ratio 18.8-20.9:1.
<b>Front Suspension</b>	

**Code Description**

ID8 8440 lbs. Capacity semi elliptical tapered leaf spring. Includes shock absorbers and stabilizer bar

**Front Wheels**

IB9 19.5" x 6", 6-hole disc, painted white

**Front Tires**

XTN/R3M 225/70R19.5F (12 ply) tubeless Radial, all season

**Rear Suspension**

ID9 14,550 lbs. capacity. Semi-elliptical main and auxiliary multi-leaf springs. Includes shock absorbers.

**Rear Axle**

ID3 Single-speed, 14,550 lb. capacity with oil lubricated rear wheel bearings.

**Ratio**

011 5.571:1

**Rear Wheels**

IC1 19.5" x 6", 6-hole disc, painted white

**Rear Tires**

YTN/S3M 225/70R19.5F (12 ply) tubeless Radial, all season tread.

**Fuel Tank**

I4I 30 Gallon Stainless Steel In-Rail Fuel Tank

**Seat**

AQB Driver seat is reclining high back. Two single occupant fold down seats with tray backs.

**Brakes**

K40 Butterfly valve type exhaust brake

IE1 Vacuum + Power Assist; hydraulic 4-wheel disc brakes with 4-channel ABS. Mechanical, transmission mounted parking brake. Non-asbestos semi metallic linings are standard.

**Air Conditioning**

C60 Air conditioner

**Power Windows & Door Locks**

IL0 Yes

**Floor Mats**

IQ6 Standard Floor Mats

**Model Option**

54 White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

**Accessories**

8RP AM/FM stereo with auxiliary input, USB port, and Bluetooth.

IX2 Rear body dome lamp switch

**Assistance System**

<b>Code</b>	<b>Description</b>
151	Electronic Vehicle Stability Control (EVSC) include ASR (Anti-Slip Regulation)

[Get Help](#)

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## WEST BAY SANITARY DISTRICT AGENDA ITEM 7

**To:** *Board of Directors*

**From:** *Sergio Ramirez, General Manager*

**Subject:** *Consider Adopting Resolution Recognizing the Achievement of a Seven Year Safety Record Without a Lost Time Accident by West Bay Sanitary District Employees*

---

### Background

On July 8, 2024 West Bay Sanitary District employees surpassed seven years without a lost time accident which represents one of the lowest rates of on-the-job injuries in the wastewater and public works industries. Employees have worked over 62,400 hours without a lost time accident.

### Analysis

As a result of working year after year without a lost time accident, the District has realized savings in insurance contributions to the California Sanitation Risk Management Authority.

A proactive safety program is an essential part of effective risk management and provides benefits other than insurance premiums such as improved morale, increased productivity, employee' wellbeing, and may even reduce equipment and vehicle repair costs.

Over the last seven years, the District's Workers' Compensation Experience Modification Factor (X-MOD), which adjusts premium based on loss history, declined over 35%. In Fiscal Year 2021-22, it declined 38% from the prior year (from 1.22 to 0.76) resulting in savings of approximately \$26,000. In Fiscal Year 2022-23 the X-MOD factor continued remain below 1.0 at .91 which resulted in additional savings and FY 2023-24 X-MOD was down to .80 the lowest it's been in years.

### Fiscal Impact

There is no fiscal impact of this resolution.

### Recommendation

The General Manager recommends the Board adopt the resolution recognizing the achievement of the seven year safety record without a lost time accident by West Bay Sanitary District employees.

Attachment: 2024 Reso Seven Year Safety Record w/o Lost Time Accident

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RESOLUTION NO. \_\_\_\_\_ (2024)

\*\*\*\*\*

**RESOLUTION RECOGNIZING THE ACHIEVEMENT OF A SEVEN YEARS SAFETY RECORD WITHOUT A LOST TIME ACCIDENT BY WEST BAY SANITARY DISTRICT EMPLOYEES**

**WHEREAS**, on July 8, 2024 West Bay Sanitary District employees have surpassed seven years without a lost time accident; and

**WHEREAS**, this achievement represents one of the lowest rates of on-the-job injuries in the wastewater and public works industries; and

**WHEREAS**, the DISTRICT has realized reductions in insurance contributions for Workers' Compensation coverage, due to positive loss history, reducing the experience modification factor by 35% over seven years and saving approximately \$26,000 in FY 2021-22 and additional savings in FY 2022-23; and FY 2023-24.

**WHEREAS**, the DISTRICT benefits from a proactive safety program that includes, classroom training, hands-on training, tailgate safety meetings, annual reviews of safety procedures, and an inclusive safety committee; and

**WHEREAS**, a proactive safety program and passionate participation by all employees promotes a safe and energetic work environment.

**NOW, THEREFORE, BE IT RESOLVED** that the District Board of the West Bay Sanitary District, County of San Mateo, State of California, does hereby recognize the achievement of a safety record of six years without a Lost Time Accident by West Bay Sanitary District employees.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the permanent minutes of the Board and that suitably inscribed copies be displayed at District buildings in view of employees, board members and the public, and distributed to other appropriate agencies.

\*\*\*\*\*

PASSED AND ADOPTED by the District Board of the West Bay Sanitary District at a special meeting thereof held on the 11<sup>th</sup> day of September 2024, 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





**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 8**

**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 the opportunity to provide direction to staff and legal counsel.

**Recycled Water Facility Production Data:**

<b>2024</b>	<b>Processed</b>	<b>Delivered</b>
January	5.8MG	175K gallons
February	5.6MG	464K
March	6.5MG	1.5MG
April	8.1MG	4.4MG
May	10.6MG	9.3MG
June	10.7MG	9.9MG
July	11.3MG	9.9MG
August	10.7MG	9.3MG

<b>2023</b>	<b>Processed</b>	<b>Delivered</b>
January	5MG	0 gallons
February	3.3MG	0 gallons
March	3.5MG	0 gallons
April	4.9MG	32k gals. Dust Control
May	5.1MG	432k gals. Dust Control
June	4.8MG	456k gals. Dust Control
July	6.2MG	1.05MG Dust Control
August	8.1MG	2.7MG (+ 1.5 MG Dust Control)
September	8.4MG	4MG (+ 1.04 MG Dust Control)
October	9.6MG	7.4MG
November	7.7MG	3.7MG
December	7.4MG	970K

<b>2022</b>	<b>Processed</b>	<b>Delivered</b>
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
August	9.2MG	8.1MG
September	8.6MG	6.7MG
October	7.9MG	4.6MG
November	5.9MG	310,000 gallons
December	5.4MG	154,690 gallons

<b>2021</b>	<b>Total Processed</b>	<b>Total Delivered</b>
Yearly Total	88.2MG	56.26MG (*) (**)
<b>2020</b>	<b>Total Processed</b>	<b>Total Delivered</b>
August-Dec.	34.1MG	19.75MG

\* 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 9**

**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 the opportunity to provide direction to staff and general counsel.

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**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 10**

**To: Board of Directors**

**From: Sergio Ramirez, General Manager**

**Subject: Report, Discussion, and Direction on South Bayside Waste Management Authority (SBWMA) including the Solid Waste Franchise Re-Assignment**

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The District's representative to South Bayside Waste Management Authority (SBWMA), President Fran Dehn, will report on any pertinent items regarding SBWMA business. General Manager Ramirez will report and seek direction on the solid waste franchise re-assignment.

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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 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.

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**Report to the District Board for the Regular Meeting of September 11, 2024**

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