



*1902 - Serving Our Community for over 120 Years - 2026*

**WEST BAY SANITARY DISTRICT  
AGENDA OF BUSINESS**

**REGULAR MEETING OF THE DISTRICT BOARD**

**WEDNESDAY, APRIL 22, 2026 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/86332998479?pwd=z6JLwhqcb6N3blFbAe9stzpbupONL0.1>

Meeting ID: 863 3299 8479 Passcode: 458108

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 April 8, 2026 Pg. 3A-1
  - B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru March 31, 2026 Pg. 3B-1
4. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Krishnan and Ram (1265 Westridge Dr., Portola Valley) Pg. 4-1
5. Consider Adopting Resolution Ordering Annexation of Certain Parcel in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board- Lands of Krishnan and Ram (1265 Westridge Dr., Portola Valley) Pg. 5-1
6. Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- 1265 Westridge Dr., Portola Valley (077-033-080), Lands of Krishnan and Ram Pg. 6-1
7. Public Hearing - Annexing Certain Territory Within the West Bay Sanitary District's On-Site Wastewater Disposal Zone – Lands of Chang and Lin (1345 Westridge Dr., Portola Valley) Pg. 7-1

8. Consider Adopting Resolution Ordering Annexation of Certain Parcel in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone Including Certain Determinations, Findings and Declarations of the District Board- Lands of Chang and Lin (1345 Westridge Dr., Portola Valley)Pg. 8-1
9. Consider Resolution Consenting to Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission- 1345 Westridge Dr., Portola Valley (077-033-140), Lands of Chang and Lin Pg. 9-1
10. Report and Discussion on Collection of Unpaid Fees Associated with Accessory Dwelling Units Pg. 10-1
11. General Manager's Report Pg. 11-1
12. Report and Discussion on the Capital Improvement Program Schedule Pg. 12-1
13. Discussion and Direction on Sharon Heights Recycled Water Facility Pg. 13-1
14. Discussion and Direction on Bayfront Recycled Water Project and Status Update Pg. 14-1
15. Report, Discussion, and Direction on RethinkWaste (SBWMA) Pg. 15-1
16. Report and Discussion on Silicon Valley Clean Water (SVCW) Plant Pg. 16-1
17. Closed Session
  - a. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation pursuant to Cal. Gov't. Code §54956.9(d)(2):  
(one or more potential cases)
18. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda
19. Adjournment

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



1902 - *Serving Our Community for over 120 Years* - 2026

**WEST BAY SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD  
WEDNESDAY, April 8, 2026 AT 7:00 P.M.**

**1. Call to Order**

President Dehn called the meeting to order at 7:00PM

**Roll Call**

BOARD MEMBERS PRESENT: President Dehn, Director Moritz, and Director Otte  
BOARD MEMBERS ABSENT: Secretary Walker and Treasurer Thiele-Sardiña,  
STAFF MEMBERS PRESENT: Ramirez and Heydari, AND Condotti by Zoom  
Others Present: By Zoom: Citizen Michael

**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 March 25, 2026
- B. WBSD Operations and Maintenance Report – March 2026
- C. Town of Los Altos Hills Operations and Maintenance – March 2026
- D. Town of Woodside Operations and Maintenance Report – March 2026
- E. East Palo Alto Sanitary District (EPASD) Operations and Maintenance Report – March 2026

Comments: None

Motion to Approve by: Otte 2<sup>nd</sup> by: Moritz Vote: AYE: 3 NAY: 0 Abstain: 0

**4. Discussion and Direction on Collection of Unpaid Fees Associated with Accessory Dwelling Units**

Discussion/Comments: General Manager Ramirez reported 107 notices have been sent out and 95 have been delivered. Out of the 95, approximately 11 have paid their unpaid charges for sewer service totaling ~\$65K and another ~\$25K paid connection fees. Approximately, 20 more notices will go out on Friday, April 10<sup>th</sup>. There were approximately 20 calls and emails regarding the unpaid fees, and 6 of those were protest letters/emails.

Any unpaid fees will be considered delinquent and will be added to the tax roll, after a public hearing. Considerable outreach is being performed so that then public is better informed on how to properly permit their ADU.

## 5. General Manager's Report

Discussion/Comments: General Manager Ramirez reported the District's staff are preparing a draft budget. Four candidates were interviewed for the second round of the Operator II position. The flow study is scheduled to begin on April 13<sup>th</sup>. The District auctioned off 2 vehicles and received ~\$40K. Staff will train and host the Spill Overflow training. Approximately, 131 FOG inspections have been conducted. The next board meetings are scheduled for April 22<sup>nd</sup> and May 13<sup>th</sup>, and the Budget Workshop is scheduled for May 5<sup>th</sup>.

## 6. Consideration Awarding Bid for Grade 4 & 5 Pipe Repair and Replacement Project No. 1768.0 to Casey Construction for \$2,084,842.20

Motion to Approve by: Moritz 2<sup>nd</sup> by: Otte Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: District Engineer Heydari reported the project would replace 4,779 feet of pipe. There were 9 bids ranging from \$2.08M to \$4.1M. The lowest bidder was Casey Construction. The board awarded the project to Casey Construction and adjusted the contingency to 12%. Mr. Heydari stated work will most likely start in July 2026

## 7. Consider Awarding Bid for Point Repair Project – Phase III-B Project No. 1774.0 to Casey Construction for \$3,000,341.00

Motion to Approve by: Moritz 2<sup>nd</sup> by: Otte Vote: AYE: 3 NAY: 0 Abstain: 0

Comments: District Engineer Heydari reported the project would replace 6,675 feet of pipe. There were 8 bids ranging from \$3.0M to \$5.6M. The lowest bidder was Casey Construction. The board awarded the project to Casey Construction and adjusted the contingency to 12%.

## 8. Report and Discussion on the Capital Improvement Program Schedule

Discussion/Comments: District Engineer Heydari conducted a briefing and will go over the schedule again during the next board meeting when all board members are present. Full details of the CIP schedule were shown in District Engineer Heydari's spreadsheet.

## 9. Report and Discussion on Sharon Heights Recycled Water Facility

Discussion/Comments: General Manager Ramirez reported that 5.9MG was processed and 3.9MG was delivered in March 2026. The plant is ramping up and should be in full production by the end of the month. The O&M Budget was \$744,399.96, and the expenditure was only \$633,803.82 primarily due to the lack of unanticipated repairs. A "true up" refund to Sharon Heights is due in the amount of \$110,596.14.

## 10. Discussion and Direction on Bayfront Recycled Water Project and Status Update

Discussion/Comments: General Manager Ramirez reported the District offered an on-site invitation to Menlo Park staff. The District received an additional \$10M in grant funds from the State; pending amendment to the SRF agreement (in total \$60M in SRF loan and \$15M in grant funding was obtained, while Anderson Pacific's initial bid to construct the plant was \$85M). Mr. Ramirez stated, adding some of the users will require retrofits and Title 22 reports. He suggested the District cover such costs and recover the cost through the recycled water fees proportionate to the specific customers.

**11. Report, Discussion and Direction on RethinkWaste (SBWMA)**

Discussion/Comments: None

**12. Report, Discussion and Direction on Silicon Valley Clean Water (SVCW) Plant**

Discussion/Comments: Director Otte's report included that there was an employee engagement survey conducted and thought it might be good for the District. The joint powers agreement proposed revision has a list compiled of issues, subjects, and actions that goes on for four pages. Director Otte will go over it with General Manager Ramirez. The operation budget is up for discussion and approval. The SVCW General Manager will need to be evaluated this summer by the Commission. The next Commission Meeting is scheduled for April 9<sup>th</sup>.

**13. Closed Session:**

- A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation pursuant to Cal. Gov't. Code §54956.9(d)(2):  
(one or more potential cases)

Entered closed session at 8:46 p.m. Left closed session at 8:55 p.m.

Reportable action: None

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

Discussion/Comments: Schedule meetings to go over the District's mission statement with Director Otte and Director Moritz.

**15. Adjournment Time:** The meeting was adjourned at 8:57 PM

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**WEST BAY SANITARY DISTRICT**  
**Financial Activity Report**  
**March 2026**

**Date:** April 22, 2026

**To:** Board of Directors

**From:** Annette Bergeron, Personnel & Accounting Specialist  
 Vivian Chu, Finance Manager

**Subject:** Approve Monthly Financial Activity Report

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**Financial Activity for the month of March 2026.**

<u>Receipt Summary:</u>	
Commercial Deposits	92,307.98
Credit Cards / eChecks	65,652.42
Franchise Fees	11,008.97
San Mateo County [Tax Roll]	1,837,095.54
SHGCC	122,900.05
BF SRF Reimbursement #5	14,750,799.00
Invoices	222,100.18
Transfers	7,100,000.00
<b>Total Receipts</b>	<b>24,201,864.14</b>

<u>Withdrawal Summary</u>	
Total Checks	7,130,822.54
Total Corp Cards	18,154.40
Total Bank Wires/ACHs	2,787,329.15
<b>External Withdrawals</b>	<b>9,936,306.09</b>
Total Internal Bank Transfers	600,000.00
<b>Total Withdrawals</b>	<b>10,536,306.09</b>

<u>Fund</u>	<u>Expenditure Summary by Budget Category</u>	
100	Operations	1,527,141.08
200	Capital	1,854,281.76
300	Solid Waste	0.00
500	Recycled Water	5,046,145.16
800	Silicon Valley Clean Water	2,108,818.00
	<b>Expenditures by Fund</b>	<b>10,536,386.00</b>

The transactions listed comprise multiple District checking, money market, and investment accounts. Transfers are listed based on debit (deposit) or credit (withdrawal) from operating accounts, therefore transfers from investment accounts to operating accounts are not listed twice. Investment activity is detailed in the quarterly Treasurer's Reports.

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 Local Agency Investment Fund (LAIF) 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 Vehicle & Equipment Reserve account was closed in January 2025. The reserve was moved to LAIF in FY 2025-26.

The Operating Reserve target is set at six months of collection operating expenses, based on the approved fiscal year budget. The reserves are replenished when funds are received through the tax roll, the first payment for fiscal year 2025-26 received in December 2025. Funds are also held in the Capital Project Reserve, where \$20 million for long-term liabilities were transferred in fiscal year 2023-24, to earn increased yields.

The Treatment Plant Reserve target balance was set to cover Silicon Valley Clean Water (SVCW) capital needs and avoid incurring addition debt.

<b><u>Reserve Account</u></b>	<b><u>Originated</u></b>	<b><u>Target Balance</u></b>	<b><u>Balance 3/31/2026</u></b>	<b><u>Target</u></b>
Operating Reserve	11/26/2014	\$18 million	\$730,235	Unfulfilled
Rate Stabilization Reserve	10/30/2015	\$15 million	\$6,226,736	Unfulfilled
Treatment Plant Reserve	8/1/2021	\$20 million	\$11,448,295	Unfulfilled
Capital Reserve	11/26/2014	\$20 million	\$16,489,914	Achieved *
Recycled Water Cash Flow	11/18/2016	\$12 million	\$4,874,198	Unfulfilled
Recycled Water SRF Reserve	3/1/2018	\$1.46 million	\$1,522,242	Achieved
Vehicle & Equipment Reserve	8/18/2011	\$1 million	\$0	Unfulfilled

\* The District has \$2.5 million over total unrestricted target balances.

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 and Equipment Reserves, customer deposits, and Solid Waste Funds are held in LAIF.

<b><u>Investments by Type</u></b>	<b><u>Target Balance</u></b>	<b><u>Balance 3/31/2026</u></b>
Operating Accounts		\$17,901,144 **
Local Agency Investment Fund (LAIF)	\$18 million	\$730,235
Unrestricted Reserves		
Investment Portfolios	\$44 million	\$39,039,143
Money Market Account		\$0
Restricted Reserves		
Recycled Water SRF Reserve	\$1.46 million	\$1,522,242
Public Agency Retirement Services (PARS)		\$1,115,750

\*\* The District had approximately \$853 thousand in outstanding checks as of 3/31/2026.

**West Bay Sanitary District  
Receipts  
March 2026**

Receipt Date	Receipt Number	Description	Amount
3/1/2026	464668	Michael Chang: Annex Fee: 1345 Westridge Dr, MP	680.00
3/1/2026	464668	Michael Chang: Annex- OWDZ Fee: 1345 Westridge Dr, MP	680.00
3/1/2026	464668	Michael Chang: Pub Fee Partial Deposit: 1345 Westridge Dr, MP	2,500.00
3/2/2026	464663	Md Pen Property Mgmt: SSC 3 /26-6/26 (62 units): 795 Willow Rd, MP	29,760.00
3/2/2026	464664	US Bank: MASPRO Contract - ECR Reheate 04 2025:	485.43
3/2/2026	464665	Innovative Custom Builders: ADU Fee: 89 Douglass Way, Ath	4,304.00
3/2/2026	464665	Innovative Custom Builders: CIA Permit: 89 Douglass Way, Ath	510.00
3/2/2026	464666	Golden State Hauling and Demo: C4B Permit: 1301 Hobart St, MP	230.00
3/2/2026	464688	Todd Reese: CC Reim For KCM	18.06
3/3/2026	464667	Operating Engineers Local 3 Heavy & Highway Trust: Miscellaneous Revenue	12.25
3/3/2026	464669	Deanne Green: C1D Permit: 660 Berkeley Ave, MP	510.00
3/4/2026	464672	Bell Plumbing of San Mateo: CIA Permit: 188 San Andres Dr, MP	510.00
3/4/2026	464673	Menlo Park Fire Protection: EVP: 300 Middlefield Rd, MP	210.00
3/4/2026	464734	Anuj Suri: ADU Fee: 854 Cambridge Ave, MP	5,595.20
3/4/2026	464740	Julian Picar: CIA Permit: 765 Stanford Ave, MP	510.00
3/5/2026	464674	Construction by Meyer: ADU Fee: 220 Mimosa Way, PV	5,595.20
3/5/2026	464674	Construction by Meyer: C1D Permit: 220 Mimosa Way, PV	510.00
3/6/2026	464675	Almo Construction: C1D Permit: 1340 Cotton St, MP	510.00
3/9/2026	464677	Mi Tierra Linda Supermercado: EVP: 1209 Willow Rd, MP	210.00
3/9/2026	464687	Alpine Hills Tennis & Swimming Club: 4139 Alpine Rd, PV, EV Permit	210.00
3/10/2026	464679	Handy Plumbing Man: CIA Permit: 345 Stockbridge Ave, ATH	510.00
3/10/2026	464680	Mediterraneo Design Build: ADU Fee: 323 Pope St, MP	4,304.00
3/10/2026	464680	Mediterraneo Design Build: C1D: 323 Pope St, MP	510.00
3/10/2026	464681	Annette Bergeron: Surplus Vehicle: 2002 GMC Box Van CCTV Van Purchase	1,100.00
3/11/2026	464682	EJ Plumbing: C1F Permit: 401 Encinal Ave, MP	750.00
3/12/2026	464683	Benchmark Builders: C4B Permit: 82 Mulberry Ln, ATH	230.00
3/12/2026	464684	JPM Construction: CIA Permit: 1996 Camino A Los Cerros, MP	510.00
3/12/2026	464685	Thomas James Homes: C4B Permit: 702 Nash Ave, MP	230.00
3/12/2026	464686	GS Homebuilders: C4B Permit: 83 Woodland Ave, MP	230.00
3/12/2026	464738	Kellie Aquino: ADU Connection Fee: 702 Nash Ave, MP	3,443.20
3/12/2026	464738	Kellie Aquino: CIA Permit: 702 Nash Ave, MP	510.00
3/15/2026	464689	Plur Inc, DBA Trellis Restaurant: EVP:	210.00
3/18/2026	464691	Nick Peterson: CIA Permit: 232 Willow Rd, MP	510.00
3/19/2026	464692	Ping Guo: Permit Fee: 86 Belbrook Way, ATH	310.00
3/19/2026	464692	Ping Guo: Discharge: 86 Belbrook Way, ATH	105.09
3/19/2026	464693	Di Qualita Builders: C4B Permit: 86 Belbrook Way, ATH	230.00
3/20/2026	464694	St. Bede's Episcopal Church: EVP: 2650 Sand Hill Rd, PV	210.00
3/20/2026	464700	Nancy Butler: Back SSC FY21-26: 2 Moulton Dr, ATH	6,652.00
3/23/2026	464695	Greg Dixon: CIA Permit: 232 Willow Rd, MP	510.00
3/23/2026	464696	575 Los Trancos LLC: ADU Fee: 575 Los Trancos, PA	6,025.60
3/23/2026	464696	575 Los Trancos LLC: Connection Fee: 575 Los Trancos, PA	8,608.00
3/23/2026	464696	575 Los Trancos LLC: CIA Permit: 575 Los Trancos, PA	510.00
3/23/2026	464697	Ladera Oaks : EVP: 3249 Alpine Rd, PV	210.00
3/23/2026	464698	Soleska Market: EVP: 1305 Willow Rd, MP	210.00
3/23/2026	464699	LORO Architecture: Plan Review: 2165 Prospect St, MP	290.00
3/23/2026	464701	Jane Graham Walker TTEE: Back SSC FY21-26: 40 Parkwood Dr, ATH	6,652.00
3/24/2026	464702	Sacred Heart Schools: EVP: 150 Valparaiso Ave, ATH	210.00
3/25/2026	464703	Stefan Bittner: CIA Permit: 12 Maywood Lane, MP	510.00
3/25/2026	464704	Karina Espinoza: CIA Permit: 2103 Santa Cruz Ave, MP	510.00
3/25/2026	464705	Sui Fei Chan: ADU Fee: 38 Sargent Ln, ATH	3,443.20
3/25/2026	464705	Sui Fei Chan: Connection Fee: 38 Sargent Ln, ATH	4,734.40
3/25/2026	464705	Sui Fei Chan: CIA Permit: 38 Sargent Ln, ATH	510.00
3/26/2026	464706	Alma Book: CIA Permit: 70 McCormick Lane, Ath	510.00
3/26/2026	464708	Juanita Lopez: Pool Discharge Permit: 286 Willowbrook Drive, PV	310.00
3/26/2026	464709	Sreekanth Ravi: Back SSC FY21-26: 35 Barry Ln, ATH	6,652.00
3/27/2026	464710	Valle's plumbing and roter llc: CIA Permit: 58 Callie Lane, MP	510.00
3/27/2026	464711	Mary Hayes: Pool Discharge Permit: 41 Lowery Drive, Ath	310.00
3/27/2026	464711	Mary Hayes: Pool Discharge Fee: 41 Lowery Drive, Ath	150.13
3/30/2026	464712	Greg Dixon: CIA Permit: 701 Menlo Ave, MP	510.00
3/30/2026	464713	Isaac Mireles: CIA Permit: 1880 Valparaiso Ave, MP	510.00
3/30/2026	464714	Draegers Supermarket: EVP: 1010 University Dr, MP	210.00
3/30/2026	464715	Anthony Tamasi and Tracy Tamasi: Back SSC FY21-26: 3 Buck Meadow, ATH	6,652.00
3/30/2026	464716	Charles D Beeler; Jennifer P Beeler: Back CF FY25-26: 133 Burns Ave, ATH	12,912.00
3/30/2026	464716	Charles D Beeler; Jennifer P Beeler: Back SSC FY25-26: 133 Burns Ave, ATH	2,962.64
3/30/2026	464739	Vista Holmes LLC: ADU Fee: 2319 Warner Range Ave, MP	6,456.00
3/30/2026	464739	Vista Holmes LLC: CIA Permit: 2319 Warner Range Ave, MP	510.00
3/31/2026	464717	Xavier McKee: CIA Permit: 140 N Balsamina Way, PV	510.00
3/31/2026	464718	Nathaniel Voorhies: C4B Permit: 805 Harvard Ave, MP	230.00
3/31/2026	464719	Samuel Jimenez: CIA Permit: 311 Nova Lane, MP	510.00
3/31/2026	464720	Stefan Bittner: C4B Permit: 1278 Santa Cruz Ave, MP	230.00
3/31/2026	464721	Jackie Mojica: C4B Permit: 190 Park Lane, Ath	230.00
3/31/2026	464723	sagemodern, inc: ADU Connection Fee: 355 Stevick Dr, ATH	8,608.00
3/31/2026	464723	sagemodern, inc: C1D Permit: 355 Stevick Dr, ATH	510.00
3/31/2026	464724	St. Dennis Church: EVP: 2250 Ayy Ave, MP	210.00
3/31/2026	464728	Beechwood School: EVP: 203 Terminal Ave, MP	210.00
3/31/2026	464737	Stefan Bittner: CIA Permit: 1278 Santa Cruz Ave, MP	510.00
<b>Receipts</b>			<b>157,960.40</b>
<b>Franchise Fees</b>			
3/17/2026		Recology: SW Franchise Fees 02/2026	11,008.97
<b>Other Receipts</b>			
3/2/2026		Sharon Heights Golf & County Club: O & M Expense, SRF Loan Installments 4/2026	122,900.05
3/4/2026		East Palo Alto Sanitary District: Maintenance Service Agreement 02/2026	75,207.37
3/9/2026		Town Of Los Altos Hills: Maintenance Service Agreement 02/2026	34,516.85
3/9/2026		City of Menlo Park: 2025 Sewer Service Charges for BF Park Leachate Sewer Flows	65,558.94
3/13/2026		SMC: Sewer Service Charges-03/2026	1,837,995.54
3/13/2026		Michael J & Sharon K Brugos Trs: SSC 2nd Installment: 1850 Stanford Ave, MP	720.00
3/16/2026		Town Of Los Altos Hills: Maintenance Service Agreement 01/2026	45,294.22
3/25/2026		BF SRF Reimbursement #5	14,750,799.00
3/25/2026		Benjamin Longmier: SSC 2nd Installment & Late Fees: 1036 Los Trancos Rd, PV	802.80
<b>Sub Total Receipts</b>			<b>17,101,864.14</b>
<b>Other Bank Transfers</b>			
3/5/2026		LAIF to Ops	600,000.00
3/12/2026		LAIF to Ops	4,500,000.00
3/19/2026		LAIF to Ops	2,000,000.00
<b>Total Other Bank Transfers</b>			<b>7,100,000.00</b>
<b>Total Receipts</b>			<b>24,201,864.14</b>

West Bay Sanitary District

Withdrawals  
March 2026

Check	Date	Payee	Purpose	Amount
74334	3/4/2026	AT&T	Telemetry Service	1,299.01
74335	3/4/2026	BAGG Engineers	Project No. 1770.0 Point Repair Phase III-A	3,670.00
74336	3/4/2026	Bonny Doon Environmental	STEP System Pumps Stock	5,467.20
74337	3/4/2026	California Water Service	Water Service	98.22
74338	3/4/2026	Cintas	Uniform Cleaning Supplies	1,572.98
74339	3/4/2026	City of Menlo Park	775 Arbor Rd	690.10
74340	3/4/2026	City of Menlo Park	Water Usage 2023 2024 2025	34,028.48
74341	3/4/2026	CleanServ Universal Services	Janitorial Service	1,199.70
74342	3/4/2026	D. Avalos Gopher Trapping	FERRF Levy Squirrel Control	350.00
74343	3/4/2026	Freyer & Laureta	Project No. 1762.0 Levee Improvements Freyer & Laureta Contract	24,921.80
74344	3/4/2026	Kone Pasadena	Elevator Maintenance	371.94
74345	3/4/2026	Mark Robert Robles	Reimbursement: Engineering PE Classes	1,050.00
74346	3/4/2026	Matheson Tri-Gas	Tank Rentals	198.12
74347	3/4/2026	National DRIVE	Teamster Pledge Contribution	10.00
74348	3/4/2026	Navia Benefit Solutions	FSA Contributions	1,384.60
74349	3/4/2026	Pacific Gas & Electric	Electric Service	22,632.41
74350	3/4/2026	Precise Printing and Mailing	Printing & Mailing 2026 Annual Easement Letter	4,663.86
74351	3/4/2026	Robin Lau	SSC FY 2025-26 Refund - 88 Sutherland, Ath.	1,440.00
74352	3/4/2026	Sione Lolohea	District 5 Years Anniversary 2/1/2021	75.00
74353	3/4/2026	Telstar Instruments, Inc.	Annual Flow Meter Calibrations - SHRWF	2,716.00
74354	3/4/2026	E & A Enterprise Inc.	Class A Driver School Alex Gomez	2,510.00
74355	3/11/2026	Ace Fire Equipment & Service	Annual Fire Extinguisher Service	2,425.79
74356	3/11/2026	Alpha Analytical Laboratories	Total Coliform Analysis, Weekday - SHRWF	1,198.75
74357	3/11/2026	Anderson Pacific	Levee Improvement Project 1762.0/BFRWF Project No. 1763.0	3,978,719.95
74358	3/11/2026	Anderson Pacific	BFRWF Project 1763.0 Phase 2 Escrow Account	179,211.19
74359	3/11/2026	Chavan & Associates	Financial Audit 2024-25, 2025-26, 2026-27	10,250.00
74360	3/11/2026	Cintas	Uniform Cleaning Supplies	747.77
74361	3/11/2026	City of Foster City	CalOpps Job Postings	582.00
74362	3/11/2026	City of Menlo Park - Water Svc	Water Service	315.51
74363	3/11/2026	CWEA	CWEA Membership Renewal	114.00
74364	3/11/2026	Dinsmore Landscape Company	500 Laurel Street Landscaping	680.00
74365	3/11/2026	Grainger	Grainger PPE Only	1,121.73
74366	3/11/2026	Home Depot Credit Services	Maintenance Supplies	360.66
74367	3/11/2026	IEDA	Labor Relations Fees	884.61
74368	3/11/2026	Industrial Scientific Corp.	I-Net Exchange Program	3,389.68
74369	3/11/2026	Kaz & Associates	BFRWF Project No. 1763.0 SWPPP Compliance Services 9/2025-3/2027	1,750.00
74370	3/11/2026	Kimball Midwest	Maintenance Supplies	327.03
74371	3/11/2026	Mallory Co.	PPE Supplies	746.04
74372	3/11/2026	Municipal Maintenance Equip.	IBAK Camera Repair	6,207.78
74373	3/11/2026	NewEdge Services, LLC	GIS Consulting Monthly Fee	1,598.50
74374	3/11/2026	Omega Industrial Supply	Sewer Aide Chemicals	1,295.25
74375	3/11/2026	Oracle America	NetSuite Implementation	3,970.45
74376	3/11/2026	Pacific Gas & Electric	Electric Service - Georgia Ln 1/29/26-3/1/26	7,793.68
74377	3/11/2026	Peninsula Truck Repair	District Vehicle Repairs	4,702.89
74378	3/11/2026	Recology Peninsula Services	Monthly Service Fee	249.39
74379	3/11/2026	Redwood General Tire Co	District Vehicle Repairs	3,202.74
74380	3/11/2026	Seekzen Systems	IT Consulting Monthly Fee	475.00
74381	3/11/2026	Sharp Business Systems	Sharp Copier Monthly Lease	35.72
74382	3/11/2026	Sutter EAP	EAP Services	555.75
74383	3/11/2026	Teamsters Local #350	Union Dues	1,452.00
74384	3/11/2026	Teletrac Navman US	District Vehicle GPS	968.26
74385	3/11/2026	TPX Communications	VoIP & Fiber Service	3,025.93
74386	3/11/2026	Uline	Pallet Racks FERRF	2,761.28
74387	3/11/2026	Underground Republic Water	Sewer Couplers, Wye, T,s	2,467.07
74388	3/11/2026	Valley Heating & Cooling	Heating Air Conditioning Service Agreement	200.46
74389	3/11/2026	Veolia Water North America	Water Service	74.93
74390	3/11/2026	Weco Industries	Sewer Cleaning Equipment	1,137.66
74391	3/11/2026	Woodard & Curran	Bayfront Project 1763.0 Management Contract C	38,053.10
74392	3/18/2026	Airgas USA, LLC	Monthly Tank Rental	118.08
74393	3/18/2026	Alberto Patino	District 20 Years Anniversary 3/16/2006	300.00
74394	3/18/2026	Anderson Pacific	Anderson Pacific Escrow: Bayfront RWF Project 1763.0	31,605.00
74395	3/18/2026	Anderson Pacific	Project No. 1763.0 Bayfront Recycled Water Facility Phase I Progress Payment No. 9	600,495.00
74396	3/18/2026	Atchison, Barisone & Condotti	Legal Services	21,704.66
74397	3/18/2026	BAGG Engineers	BRWRF Testing & Monitoring	6,155.00
74398	3/18/2026	Bay Alarm	Alarm Monitoring	2,929.29
74399	3/18/2026	Readyrefresh By Nestle	Water Delivery	437.14
74400	3/18/2026	California Water Service	Water Service	2,475.96
74401	3/18/2026	CalPERS LongTerm Care Program	PERS LTC	117.05
74402	3/18/2026	Casey Construction	Project No. 1767.0 Point Repair Phase II Project CCO No. 3	99,008.57
74403	3/18/2026	Cintas	Uniform Cleaning Supplies	841.00
74404	3/18/2026	Comcast	Cable Subscription	1,648.54
74405	3/18/2026	Consolidated Parts	Soft Starters	5,153.96
74406	3/18/2026	CPS HR Consulting	HR Consulting Services	140.00
74407	3/18/2026	Debra Fisher	Agreement	111,505.00
74408	3/18/2026	Du-All Safety, LLC	Monthly Safety Maintenance and SOP Contract	3,150.00
74409	3/18/2026	Govconnection, Inc.	Laptops	4,909.40
74410	3/18/2026	Grainger	Misc Parts & Supplies	341.91
74411	3/18/2026	National DRIVE	Teamster Pledge Contribution	10.00
74412	3/18/2026	Navia Benefit Solutions	FSA Contributions	984.60
74413	3/18/2026	Norcal Materials, Inc.	Concrete Material Rehab	1,482.03
74414	3/18/2026	Preferred Alliance	DOT Testing Admin Fees	230.16
74415	3/18/2026	Ranger Pipelines	Project No. 1761.8 Bayfront Park Sanitary Sewer Improvements Project CCO No. 9	125,182.76
74416	3/18/2026	Red Wing	Safety Boots	1,618.54
74417	3/18/2026	Rich Voss Trucking	Backfill Material Rehab	320.00
74418	3/18/2026	Seth Avila	Boot Reimbursment	325.00
74419	3/18/2026	Underground Republic Water	Sewer Couplers, Wye, T,s	3,420.48
74420	3/25/2026	AT&T	Telemetry Service	1,300.04
74421	3/25/2026	California Water Service	Water Service	171.68
74422	3/25/2026	Casey Construction	Project No. 1764.0 Stowe Lane Pump Station Replacement	629,419.00
74423	3/25/2026	Cintas	Uniform Cleaning Supplies	736.39

West Bay Sanitary District

Withdrawals

March 2026

74424	3/25/2026	City of Menlo Park - Fuel	Gas and Fuel	5,221.17
74425	3/25/2026	City of Menlo Park - Water Svc	Water Service	905.75
74426	3/25/2026	EPS Inc. dba Express	Project No. 1771.0 Middlefield Marsh Siphon Replacement Project	330,450.38
74427	3/25/2026	Freyer & Laureta	Project No. 1762.0 Levee Improvements Freyer & Laureta Contract	71,974.85
74428	3/25/2026	GHA Technologies Inc.	Hard Drives for Camera	1,459.50
74429	3/25/2026	Grainger	Misc Parts & Supplies	40.98
74430	3/25/2026	HF&H Consultants	Reclaimed Water Connection Fee & Rate Study	6,290.00
74431	3/25/2026	Kimball Midwest	Maintenance Supplies	1,078.33
74432	3/25/2026	Omega Industrial Supply	Sewer Aide Chemicals	1,045.78
74433	3/25/2026	Pacific Gas & Electric	Electric Service	584.86
74434	3/25/2026	Peninsula Building Materials	Gloves, Shovels	1,587.69
74435	3/25/2026	Principal Life Insurance	Dental & Vision Ins	5,676.22
74436	3/25/2026	SONSRAY MACHINERY LLC	580SN Case Backhoe	2,361.81
74437	3/25/2026	Spartan Tool	Cable, Splice, Blades	7,170.39
74438	3/25/2026	State Water Resources	Annual SRF Loan Payment - SHRWF #6	662,910.88
74439	3/25/2026	Stevens Creek Quarry	Backfill Material	712.96
74440	3/25/2026	Valley Heating & Cooling	Heating Air Conditioning Service Agreement	294.00
74441	3/25/2026	Verizon Wireless	District Cellular Service	1,684.95
74442	3/25/2026	Vivian Chu	CSMFO Conference	1,786.83

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**7,130,822.54**

**West Bay Sanitary District**

**Withdrawals  
March 2026**

**Corporate Cards:**

<b>GL</b>	<b>Date</b>	<b>Account Name</b>	<b>Description</b>	<b>Amount</b>
54028	3/3/2026	Commuter & FSA Benefits	Fastrak: Commuter Bridge Toll & Toll Lanes	1,330.00
54061	3/3/2026	Gas & Diesel Vehicles	76 Fuel For Unit 242 Crane Truck 2-18	50.00
54080	3/3/2026	Memberships	Peloton, SOP Builder, CWEA Membership Renewals	667.99
54091	3/3/2026	Office Supplies	Office Supplies, Stationary	400.71
54095	3/3/2026	Office Expense - Other	Flower Shop: Sympathy Flowers	95.09
54101	3/3/2026	Operating Supplies	Device Cases, Strip Rock	547.18
54129	3/3/2026	Recruitment	Operator II Job Posting	335.00
54131	3/3/2026	Advertisement & Legal Notices	Daily Post: Ad Call for Bids	1,170.00
54151	3/3/2026	R&M - Fleet/Vehicle	Sliding Door Roller, Distributions Blocks, Winch	221.05
54157	3/3/2026	R&M - Building	Security Cameras	4,076.14
54158	3/3/2026	Computer Software	Aatrix 1099 Filing; LogMeIn, Zoom Renewals	2,448.30
54159	3/3/2026	Computer Hardware	Laptop Accessories	420.66
54173	3/3/2026	Dept Training & EE Development	Staff Trainings	475.08
54174	3/3/2026	District Meetings	Managers, Staff Meetings	849.59
54175	3/3/2026	Conferences/Section Meetings	CEWA AC26 Conference	4,130.00
54176	3/3/2026	Business Meetings GM	GM Meetings	417.74
54191	3/3/2026	Internet	SHGCC-RWF Internet	519.87
<b>US Bank - CalCards</b>				<b>18,154.40</b>

**Bank Wires/ACH**

<b>Date</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
3/3/2026	Paya	Fees	2.50
3/4/2026	CalPERS	Retirement Contributions PR 02/06/2026	37,295.56
3/5/2026	ADP	Employee Payroll - Check Date - 03/06/2026	168,707.23
3/5/2026	ADP	Payroll Taxes - 03/06/2026	54,398.14
3/6/2026	MissionSquare	Deferred Compensation PR 03/06/2026	17,465.97
3/11/2026	CalPERS	Health Premiums	91,463.26
3/13/2026	ADP	ADP Fees	390.85
3/17/2026	CalPERS	Retirement Contributions PR 02/20/2026	37,360.48
3/19/2026	Neopost	Postage	300.00
3/19/2026	Neopost	Postage	300.00
3/19/2026	Neopost	Postage	300.00
3/19/2026	ADP	Employee Payroll - Check Date - 03/20/2026	187,250.34
3/19/2026	ADP	Director Fees February 2026	4,926.38
3/19/2026	ADP	Payroll Taxes - 03/20/2026	51,398.13
3/19/2026	ADP	Payroll Taxes - Board	954.03
3/20/2026	SVCW	SVCW Monthly Operating Contribution - February	1,054,409.00
3/20/2026	SVCW	SVCW Monthly Operating Contribution - March	1,054,409.00
3/20/2026	MissionSquare	Deferred Compensation PR 02/06/2026	24,574.78
3/27/2026	ADP	ADP Fees	385.25
3/27/2026	Navia Benefit Solutions	April Commuter Benefits	690.00
3/27/2026	ADP	ADP Fees	48.25
3/30/2026	Neopost	Postage	300.00
<b>Bank Wires/ACH</b>			<b>2,787,329.15</b>

**Bank Transfers:**

<b>Date</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
3/31/2026	WBSD Ops Account	Ops Account to PR Account	600,000.00
<b>Internal Bank Transfers</b>			<b>600,000.00</b>

**Withdrawal Summary:**

Total Checks	7,130,822.54
Total Corp Card	18,154.40
Total Bank Wires / ACHs	2,787,329.15
Total Internal Bank Transfers	600,000.00
<b>Total Withdrawals</b>	<b>10,536,306.09</b>



## WEST BAY SANITARY DISTRICT AGENDA ITEM 4

**To:** *Board of Directors*

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

**Subject:** *Public Hearing – Annexing Certain Territory Within the West Bay Sanitary District’s On-Site Wastewater Disposal Zone – Lands of Sivaram Krishnan and Vijaya Ram (1265 Westridge Drive, Portola Valley)*

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### Background

On March 11, 2026, the Board adopted a Resolution of intention to annex the parcel referenced above to the District’s On-Site Wastewater Disposal Zone. The Public Hearing date was established as April 22, 2026.

### Analysis

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

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

The San Mateo County Health Officer has responded by a letter of approval dated April 1, 2026 a copy of which is attached; the San Francisco Bay Regional Water Quality Control Board responded by a letter of approval dated April 1, 2026, a copy of which is attached; and the San Mateo Local Agency Formation Commission has approved per their Resolution No. 1338 dated May 21, 2025, a copy of which is attached.

### Fiscal Impact

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

Recommendation

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

Attachments: San Mateo County Health Officer Letter  
San Francisco Bay Regional Water Quality Control Board Letter  
San Mateo Local Agency Formation Commission Resolution No. 1338

**RESOLUTION NO. \_\_\_\_\_ (2026)**

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

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

\*\*\*\*\*

**A Resolution Consenting to the Annexation of Lands of Sivaram Krishnan and Vijaya Ram, Trustees of the 2005 Ram Krishnan Trust dated October 24, 2005 (APN 077-033-080) 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 (LAFCo) of San Mateo County assigned the following distinctive short form designation: Annexation of 1265 Westridge Drive, Portola Valley to the 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.
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 LAFCo of San Mateo County has adopted Resolution 1338 (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 LAFCo, is 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 22<sup>nd</sup> day of April, 2026 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



April 1, 2026

APN 077-033-080

Mark Robert Robles, E.I.T.  
West Bay Sanitary District  
500 Laurel Street  
Menlo Park, CA 94025

Dear Mr. Robles:

**SUBJECT: ANNEXATION, 1265 WESTRIDGE DRIVE, PORTOLA VALLEY, APN 077-033-080**

Thank you for the March 18, 2026, letter of *Intention to Annex Certain Territory* to District's On-Site Wastewater Disposal Zone for the subject parcel . County Environmental Health has reviewed the letter of intent and has no objection to the annexation of parcel 077-033-080 into the District's on-site wastewater disposal zone. The existing onsite wastewater treatment systems (OWTS) must be destroyed under permit with Environmental Health upon connection to the West Bay system.

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

Sincerely,

Edgardo Diaz, REHS  
Supervisor Water Protection and Land Use Programs

cc: Planning Director, Town of Portola Valley





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## San Francisco Bay Regional Water Quality Control Board

*Sent via email; no hard copy to follow*

April 1, 2026

Mark Robert Robles  
West Bay Sanitary District  
500 Laurel St  
Menlo Park, CA 94025

*Sent electronically to:* [mrobles@westbaysanitary.org](mailto:mrobles@westbaysanitary.org)

**Subject: Water Board Approval of Annexation of Certain Territory (Lands of Sivaram Krishnan and Vijaya Ram) to the West Bay Sanitary District On Site Wastewater Disposal Zone APN: 077-033-080**

Dear Mark:

Sivaram Krishnan and Vijaya Ram (property owners) applied for annexation of the parcel at 1265 Westridge Dr, Portola Valley, CA 94028, to the West Bay Sanitary District's (District's) On-Site Wastewater Disposal Zone, for the purpose of obtaining sewer service for a single family-residence. To connect to the District's sewer facilities, the property owners will need to install a STEP or grinder pump system, and since that system must be operated and maintained by the District, the parcel must be annexed into the District's zone.

California Health and Safety Code §6960.1 requires the Water Board to review and report its findings on the proposed annexation, and §6960.4 requires the Water Board's approval of the proposal.

The Water Board finds that the proposed annexation will not violate any federal, regional, or state requirement, and will neither create pollution or nuisance, nor adversely affect water quality. The Water Board hereby approves the proposed annexation, conditional upon: 1) the District retaining responsibility for operation and maintenance of the STEP or grinder pump system, and 2) the District ensuring the proper operation and maintenance of the other sewerage facilities serving the parcel.

If you have any questions, you may contact me by phone at (510) 622-2364 or via email to [zachary.rokeach@waterboards.ca.gov](mailto:zachary.rokeach@waterboards.ca.gov).

---

ALEXIS STRAUSS HACKER, CHAIR | EILEEN M. WHITE, EXECUTIVE OFFICER

1515 Clay St., Suite 1400, Oakland, CA 94612 | [www.waterboards.ca.gov/sanfranciscobay](http://www.waterboards.ca.gov/sanfranciscobay)

Annexation of 1265 Westridge Dr

April 1, 2026

Sincerely,

Zach Rokeach  
NPDES Wastewater Division

Copy to: Todd Reese, [treese@westbaysanitary.org](mailto:treese@westbaysanitary.org)

**RECORDING REQUESTED BY:**

**SAN MATEO LAFCO**  
LOCAL AGENCY FORMATION COMMISSION

**WHEN RECORDED, PLEASE SEND TO:**

**San Mateo LAFCo**

**LAF 124**

**2025-058627 CONF**

3:15 pm 11/03/2025 CCL Fee: NO FEE

Count of Pages 7

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



**SHORT-FORM DESIGNATION OF DOCUMENT:**

LAFCo File 25-03 - Annexation of 1265 Westridge Drive, Portola Valley to the  
West Bay Sanitary District

**RECORDER'S CODE: CCL**

(Exempt from filing fees per Government Code 6103)



# LOCAL AGENCY FORMATION COMMISSION

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

## CERTIFICATE OF COMPLETION

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

1. The short-form designation, as determined by LAFCo, is Annexation of 1265 Westridge Drive, Portola Valley to the West Bay Sanitary District
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

City or District

Type of Change of Organization

West Bay Sanitary District

Annexation

3. The above-listed cities and/or districts are located within the following counties: San Mateo County and Santa Clara County.
4. A description of the boundaries of the above-cited change of organization or reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: None
7. The resolution confirming this change of organization was adopted on May 21, 2025, by LAFCo, is marked Exhibit B, and by reference incorporated herein.

I hereby certify that I have examined the above-cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with Resolution 1338, adopted on May 21, 2025.

Dated: November 3, 2025

Roberto J Bartoli Jr.  
Executive Officer

**COMMISSIONERS:** RAY MUELLER, CHAIR, COUNTY ▪ VIRGINIA CHANG KIRALY, VICE CHAIR, SPECIAL DISTRICT ▪ KATI MARTIN, SPECIAL DISTRICT ▪ DEBBIE RUDDOCK, CITY ▪ STEPHEN RAINALDI, CITY ▪ JACKIE SPEIER, COUNTY ▪ ANN DRAPER, PUBLIC

**ALTERNATES:** KATHRYN SLATER-CARTER, SPECIAL DISTRICT ▪ GREG WRIGHT, CITY ▪ COLLEEN YOU, PUBLIC ▪ NOELIA CORZO, COUNTY

**STAFF:** ROB BARTOLI, EXECUTIVE OFFICER ▪ SARAH FLAMM, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪ DIANE ESTIPONA, CLERK

EXHIBIT "A"  
ANNEXATION OF 1265 WESTRIDGE DR.  
PORTOLA VALLEY CA 94028  
TO WEST BAY SANITARY DISTRICT

Lot 7, Tract 761, Block 2 of Arrowhead Meadows Unit #2 as recorded in Volume 48 of Maps at page 48 and 49, recorded in the County of San Mateo, State of California (APN 077033080) also described as follows:

- (1) **Commencing** at a point on the centerline of Westridge Drive (seventy feet wide) as shown on said Map, said point being at the intersection of the prolongation of the most Northerly line of said Lot 7 and the **True Point of Beginning**; **Thence**, easterly along said prolongation and the boundary of lots 7 and 8, as shown on said map, South 70° 10' 20" East, 356.96 feet to the most easterly corner of said Lot 7;
- (2) **Thence** southerly along the boundary of said Lot 7 and boundary common to Lots 12 and 13 of said map. South 07°58'13" West, 323.46 feet to the most southerly border of said lot 7;
- (3) **Thence** westerly along the boundary of said Lot 7 and boundary common to Lot 6 of said map. North 57°30'00" West, 160.00 feet to an angle point in said common boundary;
- (4) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 42°26'44" West, 213.50 feet to an angle point in said common boundary;
- (5) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 57°30'00 West, 66.55 feet to a point on the Centerline of said Westridge Drive;
- (6) **Thence** northerly along the Centerline of Westridge Drive, North 15°46'00" East, 135.58 feet to the beginning of a tangent curve, concave westerly having a radius of 350 feet;
- (7) **Thence** northerly, along the centerline of Westridge Drive and said curve through a central angle of 5° 19' 29", an arc distance of 32.53' to the **True Point of Beginning**.

As shown on **Exhibit "B"** attached.

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 for sale of the land described.

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

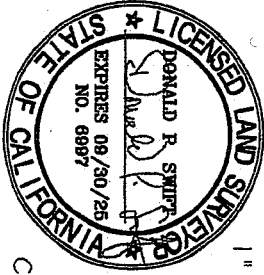
EXHIBIT A PAGE 2 OF 2



APPROVED  
 SAN MATEO LOCAL AGENCY  
 INFORMATION COMMISSION

455 COUNTY CENTER  
 REDWOOD CITY, CA 94063

EXHIBIT A PAGE 2 OF 2



SWIFT ENGINEERING  
 3520 CEDAR SPRINGS LN., MEADOW VISTA, CA 95722  
 CELL: 916-838-0185 - EMAIL: donswift@swiftengineering.net  
 MARCH 2025

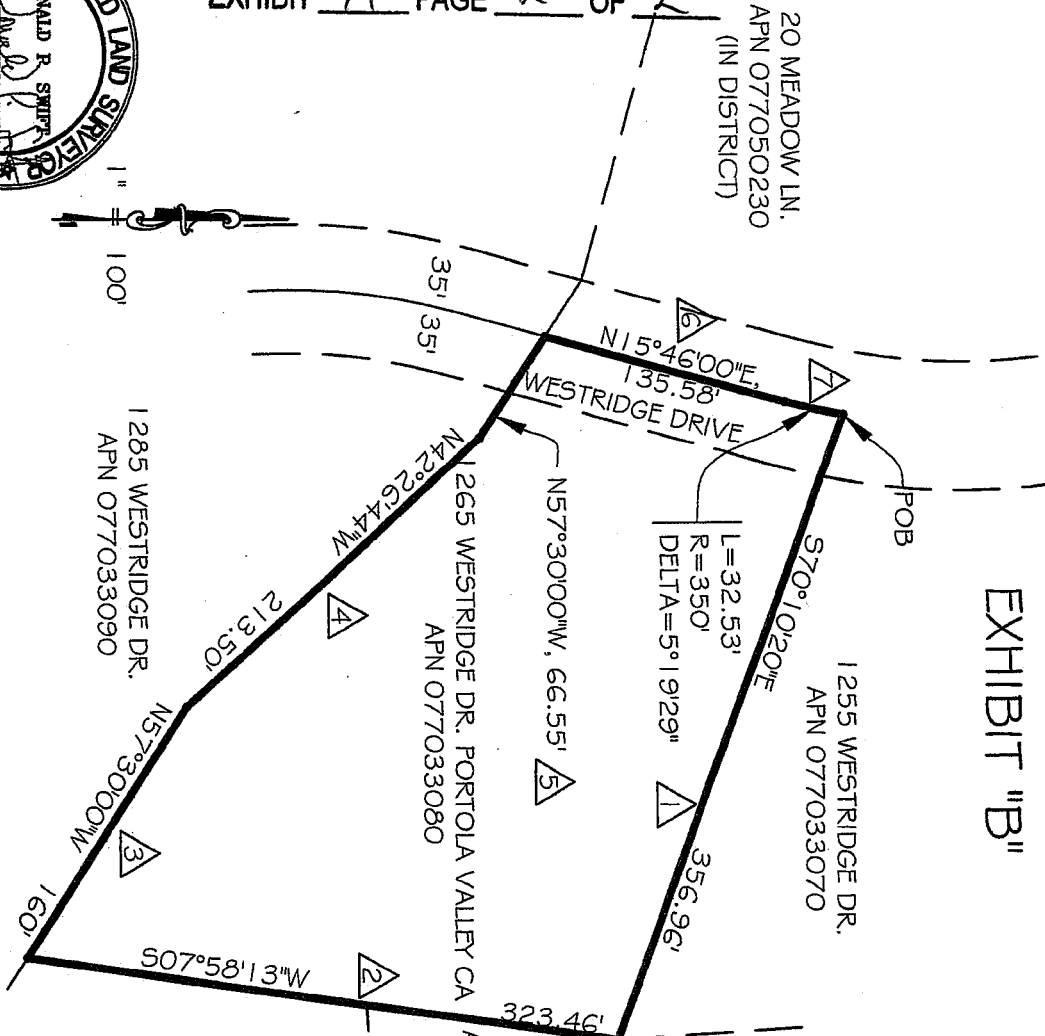
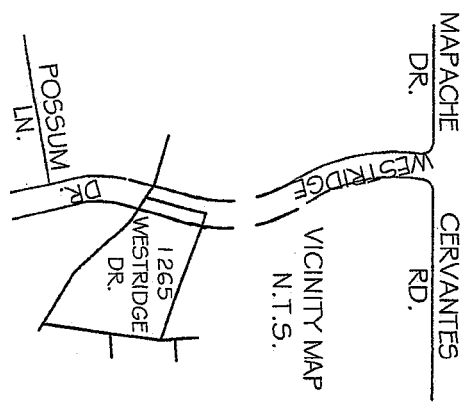


EXHIBIT "B"

- △ 140 SHAWNEE  
APN 077033020
- △ 130 SHAWNEE  
APN 077033030  
(IN DISTRICT)
- △ 2 570°10'20"E, 356.96'
- △ 3 507°58'13"W, 323.46'
- △ 4 57°30'00"W, 160.00'
- △ 5 42°26'44"W, 213.50'
- △ 6 57°30'00"W, 66.55'
- △ 7 15°46'00"E, 135.58'
- △ 8 350. DELTA=5°19'29", L=32.53'

— PROPERTY TO BE ANNEXED



**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 25-03 -  
ANNEXATION OF 1265 WESTRIDGE DRIVE, PORTOLA VALLEY (APN 077-033-080)  
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND  
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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

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

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

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

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

**WHEREAS**, the 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 1.98 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of 1265 Westridge Drive, 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.
- Section 5. Subsequent annexation to the On-Site Wastewater Disposal Zone is hereby approved.

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 21 day of May 2025

Ayes and in favor of said resolution:

Commissioners:

- Ray Mueller
- Virginia Chang Kiraly
- Ann Draper
- Kati Martin
- Jackie Speier
- Stephen Rainaldi
- Greg Wright

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

EXHIBIT B PAGE 3 OF 3

Noes and against said resolution:

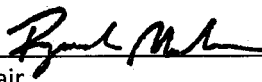
Commissioner(s):

None

Absent and/or Abstentions:

Commissioner(s):

None

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

ATTEST:

*Rob Bartoli*

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

Date: May 21, 2025

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: \_\_\_\_\_



**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 5**

**To: Board of Directors**

**From: Fariborz Heydari, P.E., Project Manager**

**Subject: Consider Adopting Resolution Ordering Annexation of Certain Parcel in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone (OWDZ) Including Certain Determinations, Findings and Declarations of the District Board- Lands of Sivaram Krishnan and Vijaya Ram (1265 Westridge Drive, Portola Valley)**

---

Background

The property will utilize a STEP system; consequently, this property must be annexed into the District's On-Site Wastewater Disposal Zone. The proponent shall be required to install a STEP system and connect to the WBSD's existing 3" force main (FM) fronting the property at 1265 Westridge Drive (APN: 077-033-080).

Analysis

Following the Public Hearing to annex certain territory to the District's On-Site Wastewater District Disposal Zone, the attached resolution would formally complete the annexation of the referenced Land of Sivaram Krishnan and Vijaya Ram.

Fiscal Impact

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

Recommendation

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

Attachments: Resolution \_\_\_\_\_ (2026), Legal/Geographic Description, Site Map

WEST BAY SANITARY DISTRICT

RESOLUTION NO. \_\_\_\_\_ (2026)

**RESOLUTION ORDERING ANNEXATION OF CERTAIN TERRITORY OF WEST BAY SANITARY DISTRICT TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE INCLUDING CERTAIN DETERMINATIONS, FINDINGS AND DECLARATIONS OF THE DISTRICT BOARD (LAND OF SIVARAM KRISHNAN AND VIJAYA RAM)**

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

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

(b) On March 11, 2026 the District Board approved and adopted Resolution No. 2472 (2026), “RESOLUTION OF INTENTION TO ANNEX CERTAIN TERRITORY TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE.” Among other things, Resolution No. 2472 (2026) described the area to be annexed to the zone, the name and address of the applicant and the number, type, volume and location of on-site wastewater disposal systems proposed.

(c) Pursuant to Resolution No. 2472 (2026), a public hearing was noticed in the manner required by H&S § 6958. The public hearing was commenced on April 22, 2026, and closed on April 22, 2026.

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

- i. From the Public Health and Environmental Protection Division, Health Services Agency of the County of San Mateo, a letter dated April 1, 2026, constituting the report of the local health officer specifying the matters required by H & S § 6960.1.
- ii. From the California Regional Water Quality Control Board, San Francisco Bay Region, a letter dated April 1, 2026 constituting the report of the affected regional water quality control board with regard to the matters required by H & S § 6960.1 and approving the proposed plan for wastewater disposal by the affected regional water quality control board required by H & S § 6960.4.
- iii. From San Mateo Local Agency Formation Commission, a letter by which the commission approved annexation to the District and the District’s On-Site Wastewater Disposal Zone.

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

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

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

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

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

In consideration of the foregoing determinations, findings and declarations,

**IT IS RESOLVED** by the District Board as follows:

1. The territory described in Exhibit "A" shall be annexed to the West Bay Sanitary District On-Site Wastewater Disposal Zone.
2. This annexation shall be accomplished without an election and confirmation of voters within the area to be annexed shall not be required on the question of such annexation.
3. The exterior boundaries of the annexation shall include the same territory described in Exhibit "A" to Resolution No. 2472 (2026), which Exhibit "A" is attached to this Resolution and incorporated herein by reference.
4. There shall be one on-site wastewater disposal system serving one residential user in the territory to be annexed to the zone, which system the District will either acquire, operate, maintain or monitor, as the case may be, all as set forth in Exhibit "B" to Resolution No. 2472 (2026), which Exhibit "B" is attached to this Resolution and incorporated herein by reference.
5. Operations of the portions of the zone annexed herein shall be financed by a system of fees and charges imposed upon persons who make use of the on-site wastewater disposal system in the territory annexed to the zone. The fees and charges will be structured to take into account the actual costs of operating and administering the zone and the maintenance, repair and replacement of wastewater facilities within the

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

\*\*\*\*\*

Passed and adopted by the District Board of West Bay Sanitary District at a regular meeting thereof held on the 22<sup>nd</sup> day of April, 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

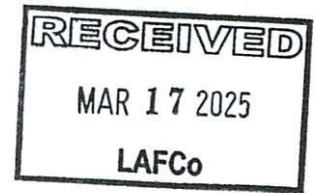
President of the District Board of the  
West Bay Sanitary District, San  
Mateo County, State of California

Attest:

---

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

EXHIBIT "A"  
ANNEXATION OF 1265 WESTRIDGE DR.  
PORTOLA VALLEY CA 94028  
TO WEST BAY SANITARY DISTRICT



Lot 7, Tract 761, Block 2 of Arrowhead Meadows Unit #2 as recorded in Volume 48 of Maps at page 48 and 49, recorded in the County of San Mateo, State of California (APN 077033080) also described as follows:

- (1) **Commencing** at a point on the centerline of Westridge Drive (seventy feet wide) as shown on said Map, said point being at the intersection of the prolongation of the most Northerly line of said Lot 7 and the **True Point of Beginning**; **Thence**, easterly along said prolongation and the boundary of lots 7 and 8, as shown on said map, 'South 70° 10' 20" East, 356.96 feet to the most easterly corner of said Lot 7;
- (2) **Thence** southerly along the boundary of said Lot 7 and boundary common to Lots 12 and 13 of said map. South 07°58'13" West, 323.46 feet to the most southerly border of said lot 7;
- (3) **Thence** westerly along the boundary of said Lot 7 and boundary common to Lot 6 of said map. North 57°30'00" West, 160.00 feet to an angle point in said common boundary;
- (4) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 42°26'44" West, 213.50 feet to an angle point in said common boundary;
- (5) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 57°30'00 West, 66.55 feet to a point on the Centerline of said Westridge Drive;
- (6) **Thence** northerly along the Centerline of Westridge Drive, North 15°46'00" East, 135.58 feet to the beginning of a tangent curve, concave westerly having a radius of 350 feet;
- (7) **Thence** northerly, along the centerline of Westridge Drive and said curve through a central angle of 5° 19' 29", an arc distance of 32.53' to the **True Point of Beginning**.

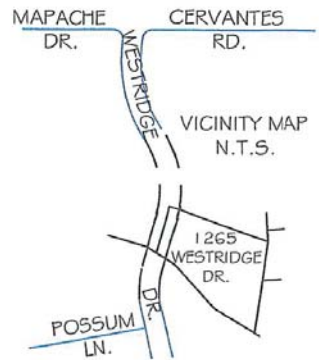
As shown on **Exhibit "B"** attached.

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 for sale of the land described.

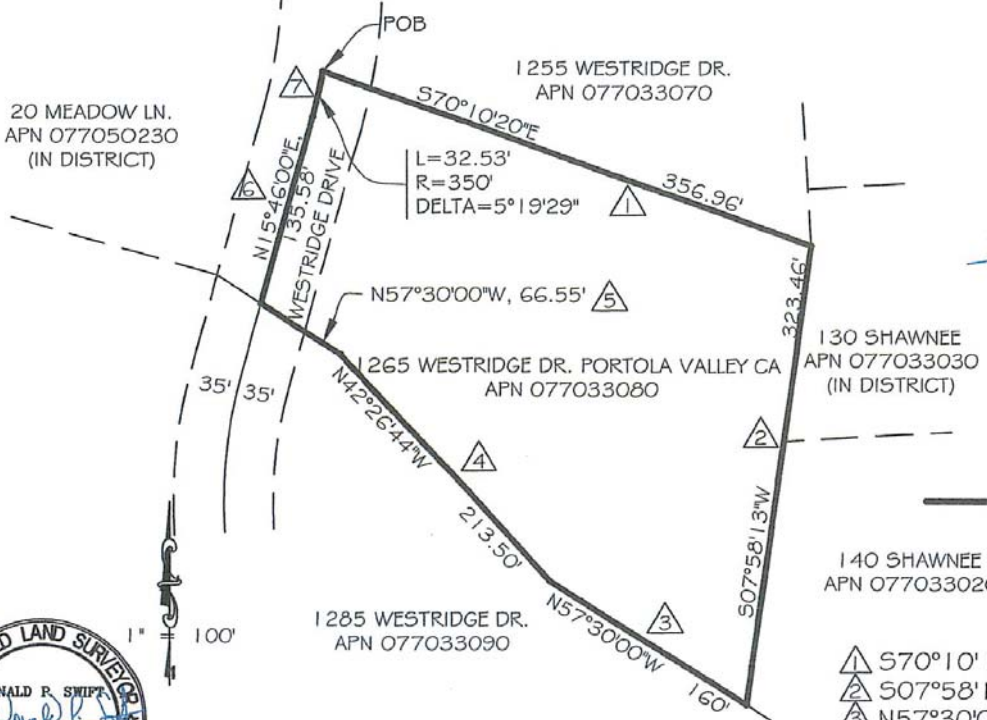


**RECEIVED**  
 MAR 17 2025  
 LAFCo

**EXHIBIT "B"**

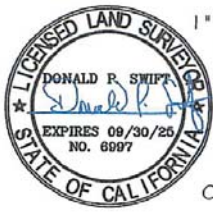


20 MEADOW LN.  
 APN 077050230  
 (IN DISTRICT)



— PROPERTY TO BE ANNEXED

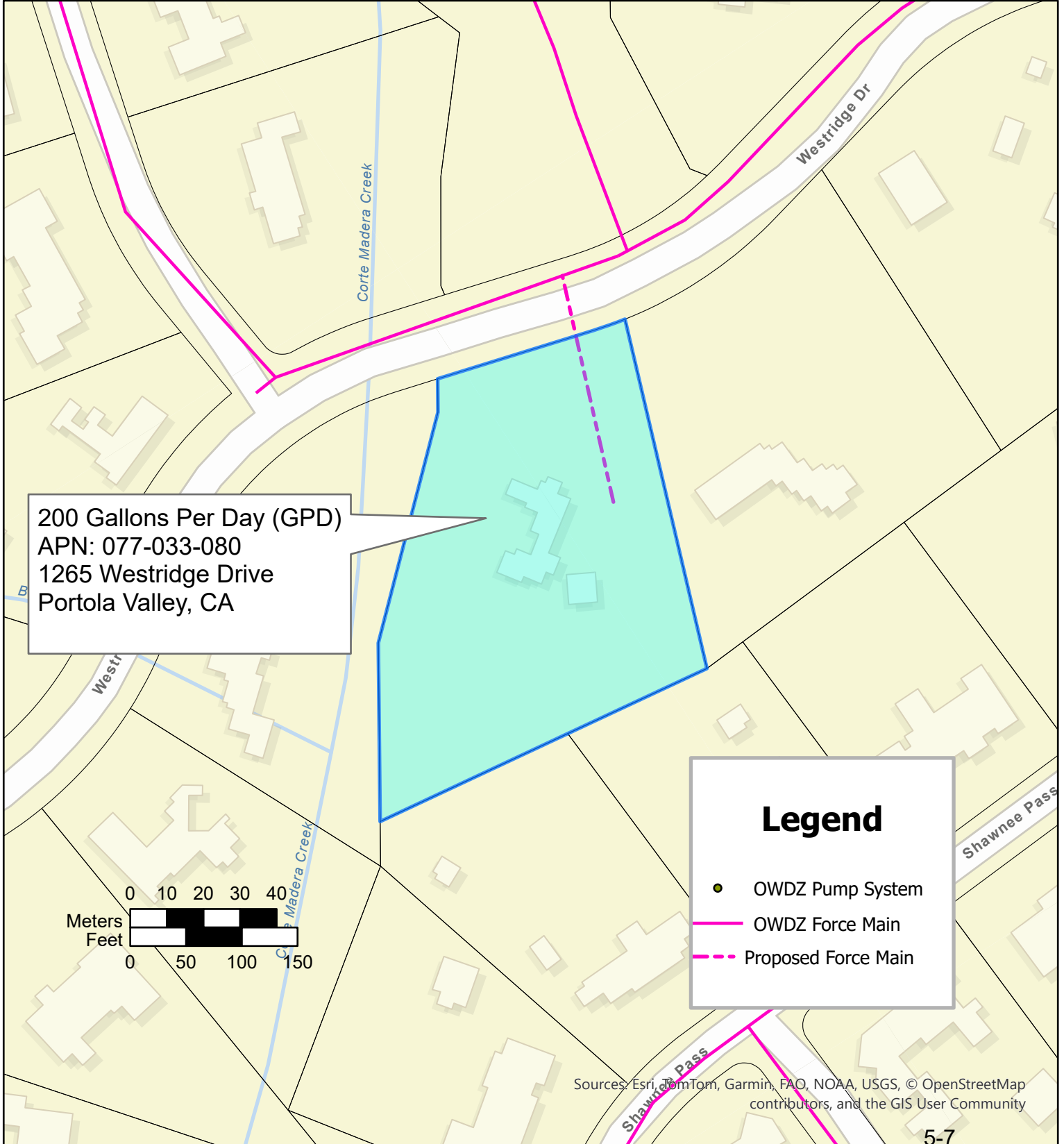
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- △ R=350. DELTA=5°19'29", L=32.53'



SWIFT ENGINEERING  
 3520 CEDAR SPRINGS LN., MEADOW VISTA, CA 95722  
 CELL: 916-838-0185 - EMAIL: donswift@swiftengineering.net  
 MARCH 2025



WEST BAY SANITARY DISTRICT  
SITE LOCATION  
1265 WESTRIDGE DRIVE  
PORTOLA VALLEY, CA  
STEP SYSTEM





April 1, 2026

APN 077-033-080

Mark Robert Robles, E.I.T.  
West Bay Sanitary District  
500 Laurel Street  
Menlo Park, CA 94025

Dear Mr. Robles:

**SUBJECT: ANNEXATION, 1265 WESTRIDGE DRIVE, PORTOLA VALLEY, APN 077-033-080**

Thank you for the March 18, 2026, letter of *Intention to Annex Certain Territory* to District's On-Site Wastewater Disposal Zone for the subject parcel . County Environmental Health has reviewed the letter of intent and has no objection to the annexation of parcel 077-033-080 into the District's on-site wastewater disposal zone. The existing onsite wastewater treatment systems (OWTS) must be destroyed under permit with Environmental Health upon connection to the West Bay system.

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

Sincerely,

Edgardo Diaz, REHS  
Supervisor Water Protection and Land Use Programs

cc: Planning Director, Town of Portola Valley





---

## San Francisco Bay Regional Water Quality Control Board

*Sent via email; no hard copy to follow*

April 1, 2026

Mark Robert Robles  
West Bay Sanitary District  
500 Laurel St  
Menlo Park, CA 94025

*Sent electronically to:* [mrobles@westbaysanitary.org](mailto:mrobles@westbaysanitary.org)

**Subject: Water Board Approval of Annexation of Certain Territory (Lands of Sivaram Krishnan and Vijaya Ram) to the West Bay Sanitary District On Site Wastewater Disposal Zone APN: 077-033-080**

Dear Mark:

Sivaram Krishnan and Vijaya Ram (property owners) applied for annexation of the parcel at 1265 Westridge Dr, Portola Valley, CA 94028, to the West Bay Sanitary District's (District's) On-Site Wastewater Disposal Zone, for the purpose of obtaining sewer service for a single family-residence. To connect to the District's sewer facilities, the property owners will need to install a STEP or grinder pump system, and since that system must be operated and maintained by the District, the parcel must be annexed into the District's zone.

California Health and Safety Code §6960.1 requires the Water Board to review and report its findings on the proposed annexation, and §6960.4 requires the Water Board's approval of the proposal.

The Water Board finds that the proposed annexation will not violate any federal, regional, or state requirement, and will neither create pollution or nuisance, nor adversely affect water quality. The Water Board hereby approves the proposed annexation, conditional upon: 1) the District retaining responsibility for operation and maintenance of the STEP or grinder pump system, and 2) the District ensuring the proper operation and maintenance of the other sewerage facilities serving the parcel.

If you have any questions, you may contact me by phone at (510) 622-2364 or via email to [zachary.rokeach@waterboards.ca.gov](mailto:zachary.rokeach@waterboards.ca.gov).

---

ALEXIS STRAUSS HACKER, CHAIR | EILEEN M. WHITE, EXECUTIVE OFFICER

1515 Clay St., Suite 1400, Oakland, CA 94612 | [www.waterboards.ca.gov/sanfranciscobay](http://www.waterboards.ca.gov/sanfranciscobay)

Annexation of 1265 Westridge Dr

April 1, 2026

Sincerely,

Zach Rokeach  
NPDES Wastewater Division

Copy to: Todd Reese, [treese@westbaysanitary.org](mailto:treese@westbaysanitary.org)



## WEST BAY SANITARY DISTRICT AGENDA ITEM 6

**To:** *Board of Directors*

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

**Subject:** *Consider Resolution Consenting to the Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 1265 Westridge Drive, Portola Valley (APN: 077-033-080), Lands of Sivaram Krishnan and Vijaya Ram, Trustees of the 2005 Ram Krishnan Trust dated October 24, 2005*

---

### Background

The owners of the property located at 1265 Westridge Drive, Portola Valley, Lands of Sivaram Krishnan and Vijaya Ram have requested the Local Agency Formation Commission (LAFCo) annex their property to the West Bay Sanitary District for the purposes of obtaining sanitary sewer service. The parcel will be using a STEP system and connect to the existing 3" force main fronting the property at 1265 Westridge Drive (APN: 077-033-080).

### Analysis

Attached for the Board's review is the Geographic/Legal Description (Exhibit A) of the property to be annexed, and the LAFCo Resolution No. 1338 (Exhibit B) approving the annexation.

### Fiscal Impact

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

### Recommendation

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

Attachments: Resolution  
Exhibit A – Geographical Description Plat & Legal  
Exhibit B – Plat  
Exhibit C – LAFCo Resolution No.  
Exhibit D – Site Map

**RESOLUTION NO. \_\_\_\_\_ (2026)**

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

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

\*\*\*\*\*

**A Resolution Consenting to the Annexation of Lands of Sivaram Krishnan and  
Vijaya Ram, Trustees of the 2005 Ram Krishnan Trust dated October 24, 2005  
(APN 077-033-080) 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 (LAFCo) of San Mateo County assigned the following distinctive short form designation: Annexation of 1265 Westridge Drive, Portola Valley to the 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.
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 LAFCo of San Mateo County has adopted Resolution 1338 (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 LAFCo, is 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 22<sup>nd</sup> day of April, 2026 by the following vote:

Ayes:

Noes:

Abstain:

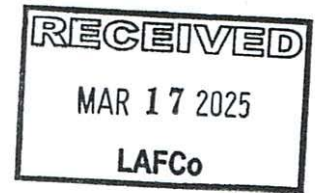
Absent:

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

Attest:

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

EXHIBIT "A"  
ANNEXATION OF 1265 WESTRIDGE DR.  
PORTOLA VALLEY CA 94028  
TO WEST BAY SANITARY DISTRICT



Lot 7, Tract 761, Block 2 of Arrowhead Meadows Unit #2 as recorded in Volume 48 of Maps at page 48 and 49, recorded in the County of San Mateo, State of California (APN 077033080) also described as follows:

- (1) **Commencing** at a point on the centerline of Westridge Drive (seventy feet wide) as shown on said Map, said point being at the intersection of the prolongation of the most Northerly line of said Lot 7 and the **True Point of Beginning**; **Thence**, easterly along said prolongation and the boundary of lots 7 and 8, as shown on said map, 'South 70° 10' 20" East, 356.96 feet to the most easterly corner of said Lot 7;
- (2) **Thence** southerly along the boundary of said Lot 7 and boundary common to Lots 12 and 13 of said map. South 07°58'13" West, 323.46 feet to the most southerly border of said lot 7;
- (3) **Thence** westerly along the boundary of said Lot 7 and boundary common to Lot 6 of said map. North 57°30'00" West, 160.00 feet to an angle point in said common boundary;
- (4) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 42°26'44" West, 213.50 feet to an angle point in said common boundary;
- (5) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 57°30'00" West, 66.55 feet to a point on the Centerline of said Westridge Drive;
- (6) **Thence** northerly along the Centerline of Westridge Drive, North 15°46'00" East, 135.58 feet to the beginning of a tangent curve, concave westerly having a radius of 350 feet;
- (7) **Thence** northerly, along the centerline of Westridge Drive and said curve through a central angle of 5° 19' 29", an arc distance of 32.53' to the **True Point of Beginning**.

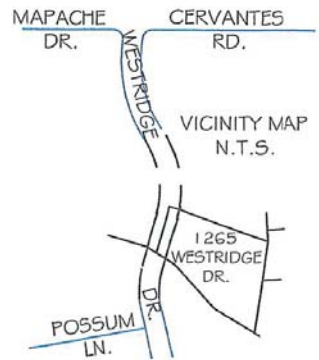
As shown on **Exhibit "B"** attached.

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 for sale of the land described.

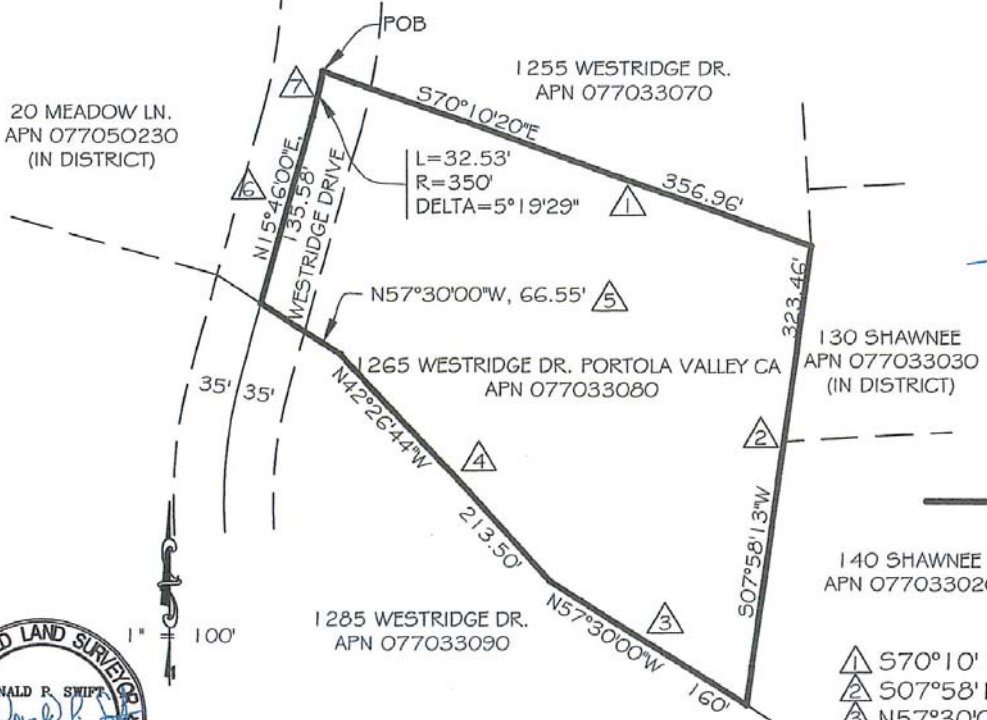


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 MAR 17 2025  
 LAFCo

**EXHIBIT "B"**

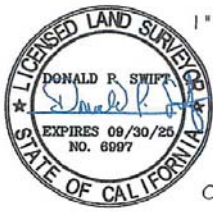


20 MEADOW LN.  
 APN 077050230  
 (IN DISTRICT)



— PROPERTY TO BE ANNEXED

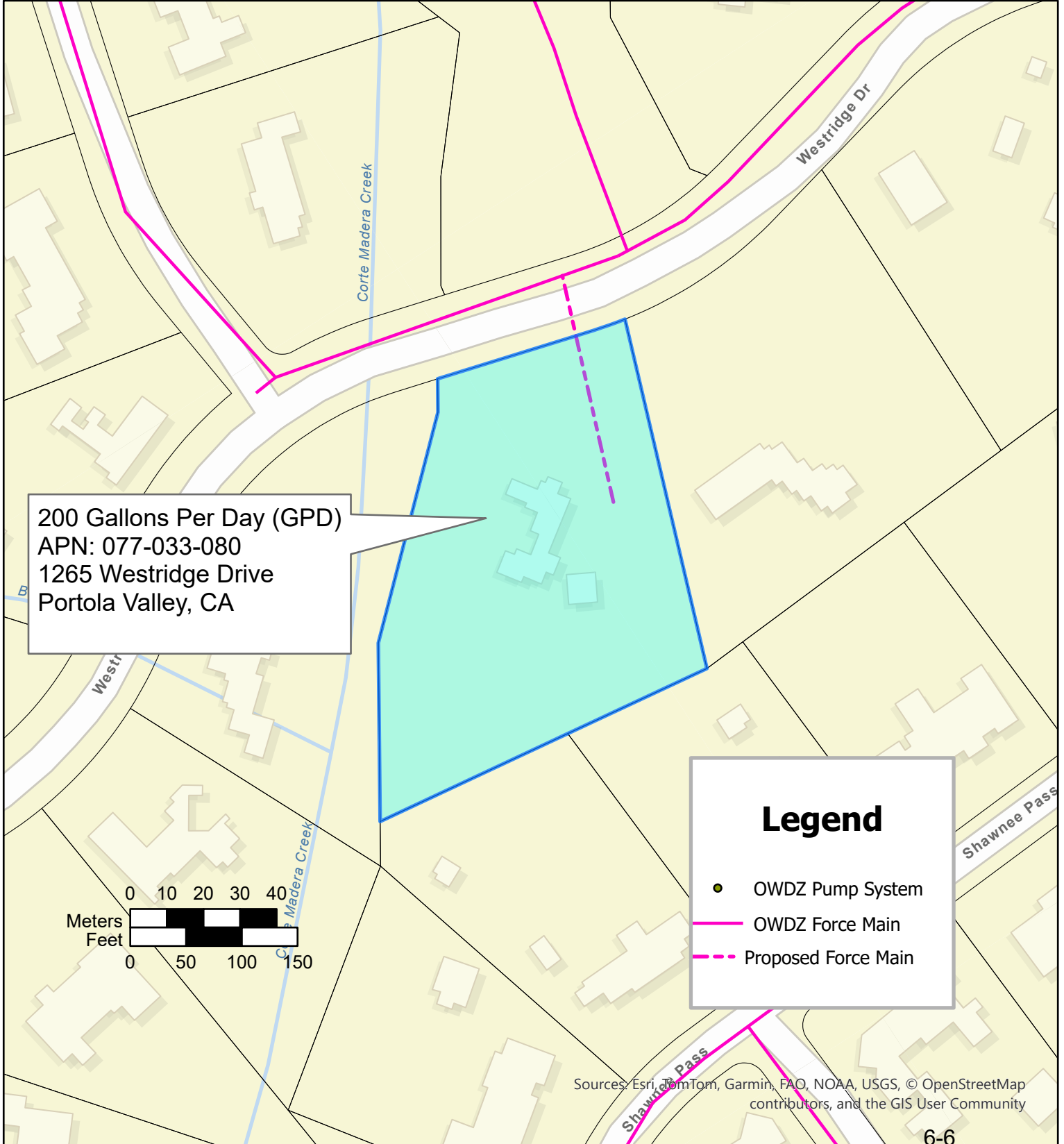
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- △ N15°46'00"E, 135.58'
- △ R=350. DELTA=5°19'29", L=32.53'



SWIFT ENGINEERING  
 3520 CEDAR SPRINGS LN., MEADOW VISTA, CA 95722  
 CELL: 916-838-0185 - EMAIL: donswift@swiftengineering.net  
 MARCH 2025



WEST BAY SANITARY DISTRICT  
SITE LOCATION  
1265 WESTRIDGE DRIVE  
PORTOLA VALLEY, CA  
STEP SYSTEM



**RECORDING REQUESTED BY:**

**SAN MATEO LAFCO**  
LOCAL AGENCY FORMATION COMMISSION

**WHEN RECORDED, PLEASE SEND TO:**

**San Mateo LAFCo**

**LAF 124**

**2025-058627 CONF**

3:15 pm 11/03/2025 CCL Fee: NO FEE

Count of Pages 7

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



**SHORT-FORM DESIGNATION OF DOCUMENT:**

LAFCo File 25-03 - Annexation of 1265 Westridge Drive, Portola Valley to the  
West Bay Sanitary District

**RECORDER'S CODE: CCL**

(Exempt from filing fees per Government Code 6103)



# LOCAL AGENCY FORMATION COMMISSION

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

## CERTIFICATE OF COMPLETION

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

1. The short-form designation, as determined by LAFCo, is Annexation of 1265 Westridge Drive, Portola Valley to the West Bay Sanitary District
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

**City or District**

**Type of Change of Organization**

West Bay Sanitary District

Annexation

3. The above-listed cities and/or districts are located within the following counties: San Mateo County and Santa Clara County.
4. A description of the boundaries of the above-cited change of organization or reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: None
7. The resolution confirming this change of organization was adopted on May 21, 2025, by LAFCo, is marked Exhibit B, and by reference incorporated herein.

I hereby certify that I have examined the above-cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with Resolution 1338, adopted on May 21, 2025.

Dated: November 3, 2025

Roberto J Bartoli Jr.  
Executive Officer

**COMMISSIONERS:** RAY MUELLER, CHAIR, COUNTY ▪ VIRGINIA CHANG KIRALY, VICE CHAIR, SPECIAL DISTRICT ▪ KATI MARTIN, SPECIAL DISTRICT  
▪ DEBBIE RUDDOCK, CITY ▪ STEPHEN RAINALDI, CITY ▪ JACKIE SPEIER, COUNTY ▪ ANN DRAPER, PUBLIC

**ALTERNATES:** KATHRYN SLATER-CARTER, SPECIAL DISTRICT ▪ GREG WRIGHT, CITY ▪ COLLEEN YOU, PUBLIC ▪ NOELIA CORZO, COUNTY

**STAFF:** ROB BARTOLI, EXECUTIVE OFFICER ▪ SARAH FLAMM, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪  
DIANE ESTIPONA, CLERK

EXHIBIT "A"  
ANNEXATION OF 1265 WESTRIDGE DR.  
PORTOLA VALLEY CA 94028  
TO WEST BAY SANITARY DISTRICT

Lot 7, Tract 761, Block 2 of Arrowhead Meadows Unit #2 as recorded in Volume 48 of Maps at page 48 and 49, recorded in the County of San Mateo, State of California (APN 077033080) also described as follows:

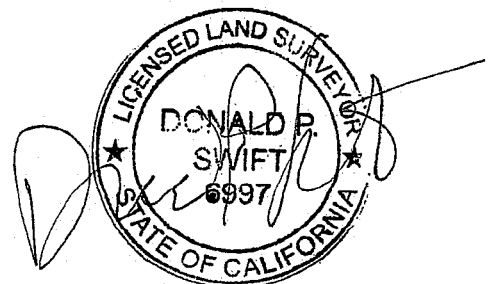
- (1) **Commencing** at a point on the centerline of Westridge Drive (seventy feet wide) as shown on said Map, said point being at the intersection of the prolongation of the most Northerly line of said Lot 7 and the **True Point of Beginning**; **Thence**, easterly along said prolongation and the boundary of lots 7 and 8, as shown on said map, South 70° 10' 20" East, 356.96 feet to the most easterly corner of said Lot 7;
- (2) **Thence** southerly along the boundary of said Lot 7 and boundary common to Lots 12 and 13 of said map. South 07°58'13" West, 323.46 feet to the most southerly border of said lot 7;
- (3) **Thence** westerly along the boundary of said Lot 7 and boundary common to Lot 6 of said map. North 57°30'00" West, 160.00 feet to an angle point in said common boundary;
- (4) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 42°26'44" West, 213.50 feet to an angle point in said common boundary;
- (5) **Thence** northwesterly along the boundary common to said lots 6 and 7 of said map. North 57°30'00 West, 66.55 feet to a point on the Centerline of said Westridge Drive;
- (6) **Thence** northerly along the Centerline of Westridge Drive, North 15°46'00" East, 135.58 feet to the beginning of a tangent curve, concave westerly having a radius of 350 feet;
- (7) **Thence** northerly, along the centerline of Westridge Drive and said curve through a central angle of 5° 19' 29", an arc distance of 32.53' to the **True Point of Beginning**.

As shown on **Exhibit "B"** attached.

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 for sale of the land described.

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

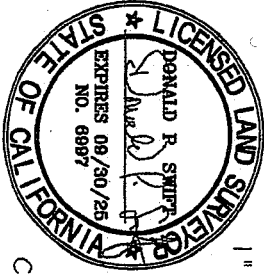
EXHIBIT A PAGE 2 OF 2



APPROVED  
 SAN MATEO LOCAL AGENCY  
 INFORMATION COMMISSION

455 COUNTY CENTER  
 REDWOOD CITY, CA 94063

EXHIBIT A PAGE 2 OF 2



SWIFT ENGINEERING  
 3520 CEDAR SPRINGS LN., MEADOW VISTA, CA 95722  
 CELL: 916-838-0185 - EMAIL: donswift@swiftengineering.net  
 MARCH 2025

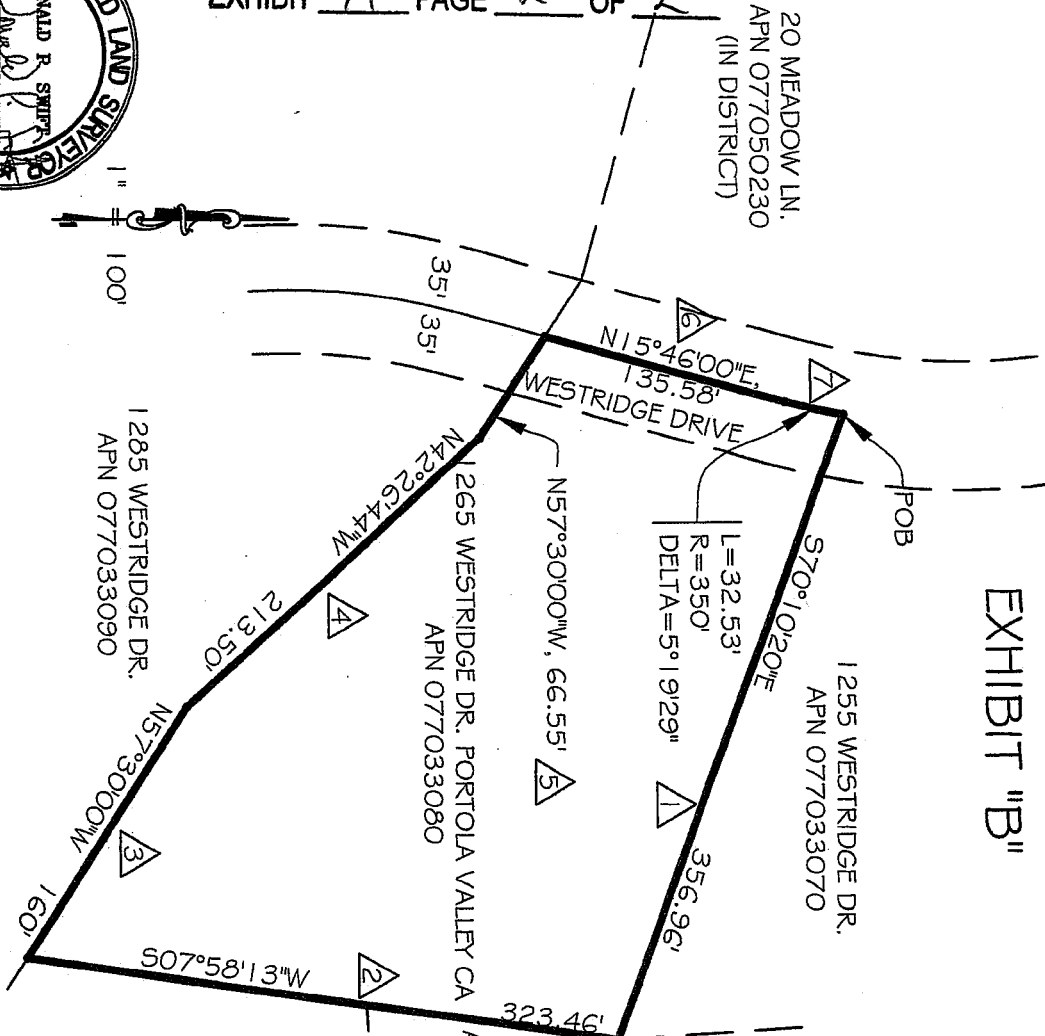
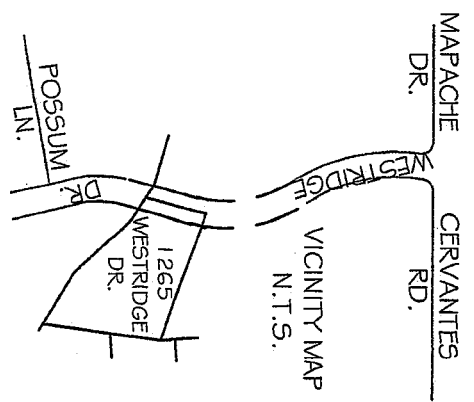


EXHIBIT "B"



- △ 140 SHAWNEE  
APN 077033020
- △ 130 SHAWNEE  
APN 077033030  
(IN DISTRICT)
- △ 1255 WESTRIDGE DR.  
APN 077033070
- △ 1265 WESTRIDGE DR., PORTOLA VALLEY CA  
APN 077033080
- △ 1285 WESTRIDGE DR.  
APN 077033090
- △ 20 MEADOW LN.  
APN 077050230  
(IN DISTRICT)
- △ 1  
S70°10'20"E, 356.96'
- △ 2  
S07°58'13"W, 323.46'
- △ 3  
N57°30'00"W, 160.00'
- △ 4  
N42°26'44"W, 213.50'
- △ 5  
N57°30'00"W, 66.55'
- △ 6  
N15°46'00"E, 135.58'
- △ R=350. DELTA=5°19'29", L=32.53'

— PROPERTY TO BE ANNEXED

1" = 100'

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 25-03 -  
ANNEXATION OF 1265 WESTRIDGE DRIVE, PORTOLA VALLEY (APN 077-033-080)  
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND  
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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

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

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

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

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

**WHEREAS**, the 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 1.98 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: Annexation of 1265 Westridge Drive, 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.
- Section 5. Subsequent annexation to the On-Site Wastewater Disposal Zone is hereby approved.

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 21 day of May 2025

Ayes and in favor of said resolution:

Commissioners:

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

EXHIBIT B PAGE 3 OF 3

- Ray Mueller
- Virginia Chang Kiraly
- Ann Draper
- Kati Martin
- Jackie Speier
- Stephen Rainaldi
- Greg Wright

Noes and against said resolution:

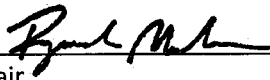
Commissioner(s):

None

Absent and/or Abstentions:

Commissioner(s):

None

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

ATTEST:

*Rob Bartoli*

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

Date: May 21, 2025

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 7**

**To: Board of Directors**

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

**Subject: Public Hearing – Annexing Certain Territory Within the West Bay Sanitary District’s On-Site Wastewater Disposal Zone – Lands of Michael Lin Chang and Mandy Peiyin Lin (1345 Westridge Drive, Portola Valley)**

---

Background

On March 11, 2026, the Board adopted a Resolution of intention to annex the parcel referenced above to the District’s On-Site Wastewater Disposal Zone. The Public Hearing date was established as April 22, 2026.

Analysis

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

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

The San Mateo County Health Officer has responded by a letter of approval dated April 1, 2026 a copy of which is attached; the San Francisco Bay Regional Water Quality Control Board responded by a letter of approval dated April 1, 2026, a copy of which is attached; and the San Mateo Local Agency Formation Commission has approved per their Resolution No. 1343 dated September 17, 2025, a copy of which is attached.

Fiscal Impact

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

Recommendation

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

Attachments: San Mateo County Health Officer Letter  
San Francisco Bay Regional Water Quality Control Board Letter  
San Mateo Local Agency Formation Commission Resolution No. 1343

**RESOLUTION NO. \_\_\_\_\_ (2026)**

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

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

\*\*\*\*\*

**A Resolution Consenting to the Annexation of Lands of MICHAEL LIN CHANG and MANDY PEIYIN LIN, as co-Trustees of THE MICHAEL CHANG and MANDY LIN LIVING TRUST, U/A dated December 3, 2022, the GRANTEE (APN 077-033-140) 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 (LAFCo) of San Mateo County assigned the following distinctive short form designation: Annexation of 1345 Westridge Drive, Portola Valley to the 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.
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 LAFCo of San Mateo County has adopted Resolution 1343 (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 LAFCo, is 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 22<sup>nd</sup> day of April, 2026 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



---

## San Francisco Bay Regional Water Quality Control Board

*Sent via email; no hard copy to follow*

April 1, 2026

Mark Robert Robles  
West Bay Sanitary District  
500 Laurel St  
Menlo Park, CA 94025

*Sent electronically to:* [mrobles@westbaysanitary.org](mailto:mrobles@westbaysanitary.org)

**Subject: Water Board Approval of Annexation of Certain Territory (Lands of Michale Lin Chang and Mandy Peiyin Lin) to the West Bay Sanitary District On Site Wastewater Disposal Zone APN: 077-033-140**

Dear Mark:

Michale Lin Chang and Mandy Peiyin Lin (property owners) applied for annexation of the parcel at 1345 Westridge Dr, Portola Valley, CA 94028, to the West Bay Sanitary District's (District's) On-Site Wastewater Disposal Zone, for the purpose of obtaining sewer service for a single family-residence. To connect to the District's sewer facilities, the property owners will need to install a STEP or grinder pump system, and since that system must be operated and maintained by the District, the parcel must be annexed into the District's zone.

California Health and Safety Code §6960.1 requires the Water Board to review and report its findings on the proposed annexation, and §6960.4 requires the Water Board's approval of the proposal.

The Water Board finds that the proposed annexation will not violate any federal, regional, or state requirement, and will neither create pollution or nuisance, nor adversely affect water quality. The Water Board hereby approves the proposed annexation, conditional upon: 1) the District retaining responsibility for operation and maintenance of the STEP or grinder pump system, and 2) the District ensuring the proper operation and maintenance of the other sewerage facilities serving the parcel.

If you have any questions, you may contact me by phone at (510) 622-2364 or via email to [zachary.rokeach@waterboards.ca.gov](mailto:zachary.rokeach@waterboards.ca.gov).

Annexation of 1345 Westridge Dr

April 1, 2026

Sincerely,

Zach Rokeach  
NPDES Wastewater Division

Copy to: Todd Reese, [treese@westbaysanitary.org](mailto:treese@westbaysanitary.org)

**2025-058626 CONF**

3:15 pm 11/03/2025 CCL Fee: NO FEE

Count of Pages 7

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



(This space for Recorder's use only)

**RECORDING REQUESTED BY:**

**SAN MATEO LAFCO**

LOCAL AGENCY FORMATION COMMISSION

**WHEN RECORDED, PLEASE SEND TO:**

San Mateo LAFCo

**LAF 124**

**SHORT-FORM DESIGNATION OF DOCUMENT:**

LAFCo File 25-08 - Annexation of 1345 Westridge Drive, Portola Valley to the West Bay Sanitary District

**RECORDER'S CODE: CCL**

(Exempt from filing fees per Government Code 6103)



# LOCAL AGENCY FORMATION COMMISSION

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

## CERTIFICATE OF COMPLETION

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

1. The short-form designation, as determined by LAFCo, is Annexation of 1345 Westridge Drive, Portola Valley to the West Bay Sanitary District
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

City or District

Type of Change of Organization

West Bay Sanitary District

Annexation

3. The above-listed cities and/or districts are located within the following counties: San Mateo County and Santa Clara County.
4. A description of the boundaries of the above-cited change of organization or reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: None
7. The resolution confirming this change of organization was adopted on September 17, 2025, by LAFCo, is marked Exhibit B, and by reference incorporated herein.

I hereby certify that I have examined the above-cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with Resolution 1343, adopted on September 17, 2025.

Dated: November 3, 2025

Roberto J Bartoli Jr.  
Executive Officer

**COMMISSIONERS:** RAY MUELLER, CHAIR, COUNTY ▪ VIRGINIA CHANG KIRALY, VICE CHAIR, SPECIAL DISTRICT ▪ KATI MARTIN, SPECIAL DISTRICT ▪ DEBBIE RUDDOCK, CITY ▪ STEPHEN RAINALDI, CITY ▪ JACKIE SPEIER, COUNTY ▪ ANN DRAPER, PUBLIC

**ALTERNATES:** KATHRYN SLATER-CARTER, SPECIAL DISTRICT ▪ GREG WRIGHT, CITY ▪ COLLEEN YOU, PUBLIC ▪ NOELIA CORZO, COUNTY

**STAFF:** ROB BARTOLI, EXECUTIVE OFFICER ▪ SARAH FLAMM, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪ DIANE ESTIPONA, CLERK

**EXHIBIT "A"**

DATE: 6-25-2025

ANNEXED TO: WEST BAY SANITARY DISTRICT

NAME OF ANNEXATION: WEST BAY SANITARY DISTRICT

**GEOGRAPHIC DESCRIPTION  
LANDS OF LIN AND A PORTION OF WESTRIDGE DRIVE  
PROPOSED WEST BAY SANITARY DISTRICT ANNEXATION  
1.31 ACRES +/- PARCEL**

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

BEING A PORTION OF LOT 1 AND A PORTION OF WESTRIDGE DRIVE, AS DESIGNATED ON THAT CERTAIN MAP ENTITLED "ARROWHEAD MEADOWS", SAN MATEO COUNTY, CALIFORNIA, FIELD IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA IN MARCH, 1958 IN BOOK 48 OF MAPS AT PAGE 48-49, AS SHOWN ON 'EXHIBIT B' ATTACHED HERETO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE NORTHEASTERLY CORNER OF SAID LOT 1, THENCE (1) SOUTH 71°04'00" EAST 263.63 FEET TO THE MOST NORTHWEST CORNER OF SAID LOT;  
THENCE ALONG THE EASTERLY LINE OF SAID LOT, (2) SOUTH 51°30'00" WEST 471.53 FEET;  
THENCE LEAVING SAID LINE, (3) NORTH 38°30'00" WEST 57.45 FEET TO THE CENTERLINE OF WESTRIDGE DRIVE 70 FEET IN WIDTH, SAID POINT ALSO BEING (4) THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT WITH A RADIUS OF 500.00 FEET, A RADIAL BEARS SOUTH 48°24'14" EAST;  
THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 39' 46", AN ARC LENGTH OF 197.77 FEET;  
THENCE (5) NORTH 18°56'00" EAST 173.81 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 1.31 ACRES 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 ANY OFFER FOR SALE OF THE LAND DESCRIBED.

**END OF DESCRIPTION  
PREPARED BY OR UNDER MY DIRECTION OF:**

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

*[Handwritten Signature]*  
DANIEL J. NAMYST



EXHIBIT A PAGE 1 OF 2

*8-29-25*  
Page 1 of 2

LANDS OF CHENG  
 APN 077-033-130

LANDS OF CHANG AND LIN  
 APN 077-033-140

LANDS OF  
 TIDMARSH/MOULDS  
 APN 079-011-160

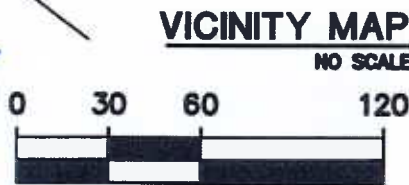
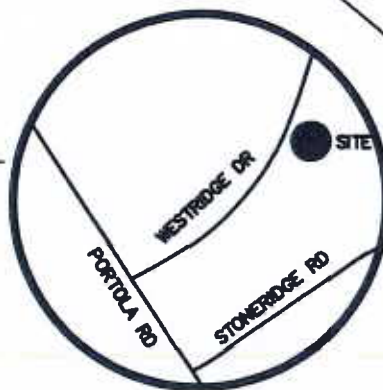
LANDS OF  
 SPECTOR  
 APN 079-011-150

**COURSES:**

- ① S71°04'00"E 263.63'
- ② S51°30'00"W 471.53'
- ③ N38°30'00"W 57.45'  
R=500.00'
- ④ L=197.77'  
D=22°39'46"
- ⑤ N18°56'00"E 173.81'

WESTRIDGE DRIVE (70')

POINT OF BEGINNING



**SCALE: 1" = 60'**

LANDS OF *8-29-25*  
 1365 WESTRIDGE LLC  
 APN 079-011-170

**WEST BAY SANITARY DISTRICT  
 (1345 WESTRIDGE DRIVE)**

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.



**LEA & BRAZE ENGINEERING, INC.**

CIVIL ENGINEERS • LAND SURVEYORS

BAY AREA REGION  
 2495 INDUSTRIAL PKWY WEST  
 HAYWARD, CALIFORNIA 94545  
 (P) (510) 887-4088  
 (F) (510) 887-3019

SACRAMENTO REGION  
 3017 DOUGLAS BLVD, # 300  
 ROSEVILLE, CA 95661  
 (P) (916) 966-1338  
 (F) (916) 797-7363

WWW.LEABRAZE.COM

**EXHIBIT 'B'**

PLAT TO ACCOMPANY LEGAL DESCRIPTION  
 FOR PROPOSED SEWER ANNEXATION,  
 LANDS OF LIN AND PORTIONS OF  
 WESTRIDGE DRIVE, TOWN OF PORTOLA  
 VALLEY, SAN MATEO COUNTY, CALIFORNIA

JOB NO 2241385

SCALE: 1" = 60'

RESOLUTION NO. 1343

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 25-08 -  
ANNEXATION OF 1345 WESTRIDGE DRIVE, PORTOLA VALLEY (APN 077-033-140)  
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND  
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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

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

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

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

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

**WHEREAS**, the 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 1.31 acres, is found to be "uninhabited," and is assigned the following distinctive short form designation: Annexation of 1345 Westridge Drive, 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.

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

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 17 day of September 2025

Ayes and in favor of said resolution:

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

EXHIBIT B PAGE 3 OF 3

Commissioners:

- Virginia Chang-Kiraly
- Jackie Speier
- Kati Martin
- Debbie Ruddock
- Stephen Rainaldi
- Colleen You

Noes and against said resolution:

Commissioner(s):

\_\_\_\_\_

Absent and/or Abstentions:

Commissioner(s):

Ray Mueller



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

ATTEST:

Rob Bartoli

Rob Bartoli  
Executive Officer  
Local Agency Formation Commission

Date: 9/17/2025

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: \_\_\_\_\_



**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 8**

**To: Board of Directors**

**From: Fariborz Heydari, P.E., Project Manager**

**Subject: Consider Adopting Resolution Ordering Annexation of Certain Parcel in the Territory of West Bay Sanitary District to the West Bay Sanitary District's On-Site Wastewater Disposal Zone (OWDZ) Including Certain Determinations, Findings and Declarations of the District Board- Lands of Michale Lin Chang and Mandy Peiyin Lin (1345 Westridge Drive, Portola Valley)**

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Background

The property will utilize a STEP system; consequently, this property must be annexed into the District's On-Site Wastewater Disposal Zone (OWDZ). The proponent shall be required to extend the existing 3" force main at the intersection of Possum Lane to 1345 Westridge Drive and install a STEP system onsite and connect it to the proposed 3" force main fronting the property at 1345 Westridge Drive (APN: 077-033-140), Portola Valley.

Analysis

Following the Public Hearing to annex certain territory to the District's On-Site Wastewater District Disposal Zone, the attached resolution would formally complete the annexation of the referenced Land of Michale Lin Chang and Mandy Peiyin Lin.

Fiscal Impact

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

Recommendation

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

Attachments: Resolution \_\_\_\_\_ (2026), Legal/Geographic Description, Site Map

---

WEST BAY SANITARY DISTRICT

RESOLUTION NO. \_\_\_\_\_ (2026)

**RESOLUTION ORDERING ANNEXATION OF CERTAIN TERRITORY OF WEST BAY SANITARY DISTRICT TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE INCLUDING CERTAIN DETERMINATIONS, FINDINGS AND DECLARATIONS OF THE DISTRICT BOARD (Lands of MICHAEL LIN CHANG and MANDY PEIYIN LIN, as co-Trustees of THE MICHAEL CHANG AND MANDY LIN LIVING TRUST, U/A dated December 3, 2022, the GRANTEE)**

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

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

(b) On March 11, 2026 the District Board approved and adopted Resolution No. 1273 (2026), “RESOLUTION OF INTENTION TO ANNEX CERTAIN TERRITORY TO THE WEST BAY SANITARY DISTRICT ON-SITE WASTEWATER DISPOSAL ZONE.” Among other things, Resolution No. 1273 (2026) described the area to be annexed to the zone, the name and address of the applicant and the number, type, volume and location of on-site wastewater disposal systems proposed.

(c) Pursuant to Resolution No. 1273 (2026), a public hearing was noticed in the manner required by H&S § 6958. The public hearing was commenced on April 22, 2026, and closed on April 22, 2026.

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

- i. From the Public Health and Environmental Protection Division, Health Services Agency of the County of San Mateo, a letter dated April 1, 2026, constituting the report of the local health officer specifying the matters required by H & S § 6960.1.
- ii. From the California Regional Water Quality Control Board, San Francisco Bay Region, a letter dated April 1, 2026 constituting the report of the affected regional water quality control board with regard to the matters required by H & S § 6960.1 and approving the proposed plan for wastewater disposal by the affected regional water quality control board required by H & S § 6960.4.
- iii. From San Mateo Local Agency Formation Commission, a letter by which the commission approved annexation to the District and the District’s On-Site Wastewater Disposal Zone.

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

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

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

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

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

In consideration of the foregoing determinations, findings and declarations,

**IT IS RESOLVED** by the District Board as follows:

1. The territory described in Exhibit "A" shall be annexed to the West Bay Sanitary District On-Site Wastewater Disposal Zone.
2. This annexation shall be accomplished without an election and confirmation of voters within the area to be annexed shall not be required on the question of such annexation.
3. The exterior boundaries of the annexation shall include the same territory described in Exhibit "A" to Resolution No. 1273 (2026), which Exhibit "A" is attached to this Resolution and incorporated herein by reference.
4. There shall be one on-site wastewater disposal system serving one residential user in the territory to be annexed to the zone, which system the District will either acquire, operate, maintain or monitor, as the case may be, all as set forth in Exhibit "B" to Resolution No. 1273 (2026), which Exhibit "B" is attached to this Resolution and incorporated herein by reference.
5. Operations of the portions of the zone annexed herein shall be financed by a system of fees and charges imposed upon persons who make use of the on-site wastewater disposal system in the territory annexed to the zone. The fees and charges will be structured to take into account the actual costs of operating and administering the zone and the maintenance, repair and replacement of wastewater facilities within the

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

\*\*\*\*\*

Passed and adopted by the District Board of West Bay Sanitary District at a regular meeting thereof held on the 22<sup>nd</sup> day of April, 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

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

Attest:

---

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

**EXHIBIT "A"**

DATE: 6-25-2025

ANNEXED TO: WEST BAY SANITARY DISTRICT

NAME OF ANNEXATION: WEST BAY SANITARY DISTRICT

**GEOGRAPHIC DESCRIPTION  
LANDS OF LIN AND A PORTION OF WESTRIDGE DRIVE  
PROPOSED WEST BAY SANITARY DISTRICT ANNEXATION  
1.31 ACRES +/- PARCEL**

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

BEING A PORTION OF LOT 1 AND A PORTION OF WESTRIDGE DRIVE, AS DESIGNATED ON THAT CERTAIN MAP ENTITLED "ARROWHEAD MEADOWS", SAN MATEO COUNTY, CALIFORNIA, FIELD IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA IN MARCH, 1958 IN BOOK 48 OF MAPS AT PAGE 48-49, AS SHOWN ON 'EXHIBIT B' ATTACHED HERETO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE NORTHEASTERLY CORNER OF SAID LOT 1, THENCE (1) SOUTH 71°04'00" EAST 263.63 FEET TO THE MOST NORTHWEST CORNER OF SAID LOT;  
THENCE ALONG THE EASTERLY LINE OF SAID LOT, (2) SOUTH 51°30'00" WEST 471.53 FEET;  
THENCE LEAVING SAID LINE, (3) NORTH 38°30'00" WEST 57.45 FEET TO THE CENTERLINE OF WESTRIDGE DRIVE 70 FEET IN WIDTH, SAID POINT ALSO BEING (4) THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT WITH A RADIUS OF 500.00 FEET, A RADIAL BEARS SOUTH 48°24'14" EAST;  
THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 39' 46", AN ARC LENGTH OF 197.77 FEET;  
THENCE (5) NORTH 18°56'00" EAST 173.81 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 1.31 ACRES 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 ANY OFFER FOR SALE OF THE LAND DESCRIBED.

**END OF DESCRIPTION  
PREPARED BY OR UNDER MY DIRECTION OF:**

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

*[Handwritten Signature]*  
DANIEL J. NAMYST



EXHIBIT A PAGE 1 OF 2

*8-29-25*  
Page 1 of 2

LANDS OF CHENG  
 APN 077-033-130

LANDS OF CHANG AND LIN  
 APN 077-033-140

LANDS OF  
 TIDMARSH/MOULDS  
 APN 079-011-160

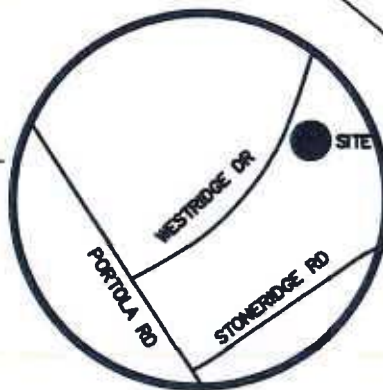
LANDS OF  
 SPECTOR  
 APN 079-011-150

**COURSES:**

- ① S71°04'00"E 263.63'
- ② S51°30'00"W 471.53'
- ③ N38°30'00"W 57.45'
- R=500.00'
- ④ L=197.77'
- D=22°39'46"
- ⑤ N18°56'00"E 173.81'

WESTRIDGE DRIVE (70')

POINT OF BEGINNING



**VICINITY MAP**  
 NO SCALE



**SCALE: 1" = 60'**

LANDS OF 8-29-25  
 1365 WESTRIDGE LLC  
 APN 079-011-170

**WEST BAY SANITARY DISTRICT  
 (1345 WESTRIDGE DRIVE)**

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.

∠ RADIAL  
 S48°24'14"E



**LEA & BRAZE ENGINEERING, INC.**

CIVIL ENGINEERS • LAND SURVEYORS

BAY AREA REGION  
 2495 INDUSTRIAL PKWY WEST  
 HAYWARD, CALIFORNIA 94545  
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 (F) (510) 887-3019

SACRAMENTO REGION  
 3017 DOUGLAS BLVD, # 300  
 ROSEVILLE, CA 95661  
 (P) (916) 966-1338  
 (F) (916) 797-7363

WWW.LEABRAZE.COM

**EXHIBIT 'B'**

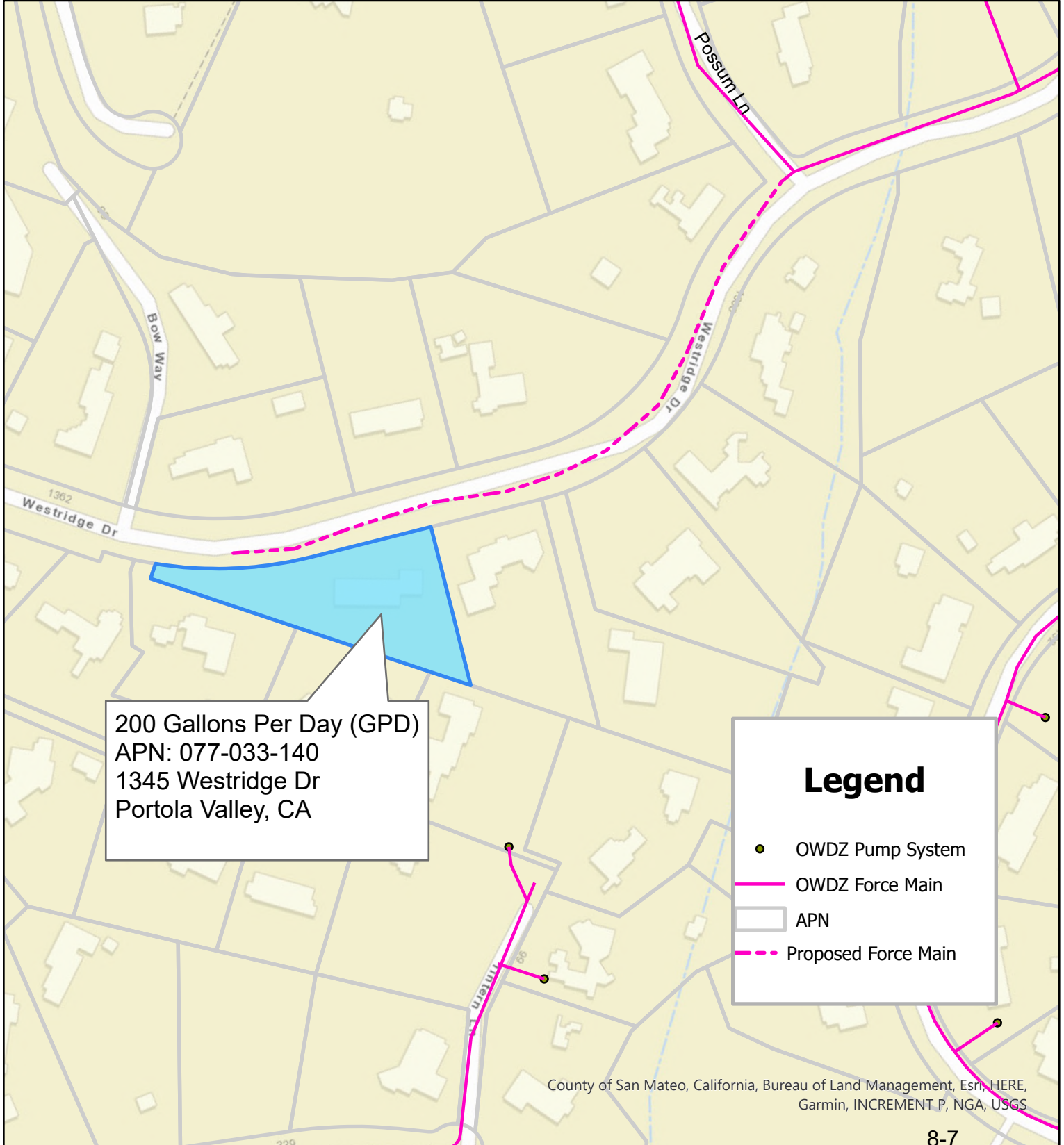
PLAT TO ACCOMPANY LEGAL DESCRIPTION  
 FOR PROPOSED SEWER ANNEXATION,  
 LANDS OF LIN AND PORTIONS OF  
 WESTRIDGE DRIVE, TOWN OF PORTOLA  
 VALLEY, SAN MATEO COUNTY, CALIFORNIA

JOB NO 2241385

SCALE: 1" = 60'



WEST BAY SANITARY DISTRICT  
SITE LOCATION  
1345 WESTRIDGE DRIVE  
PORTOLA VALLEY, CA  
STEP SYSTEM



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**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 9**

**To: Board of Directors**

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

**Subject: Consider Resolution Consenting to the Annexation of Territory to the West Bay Sanitary District by the San Mateo County Local Agency Formation Commission – 1345 Westridge Drive, Portola Valley (APN: 077-033-140), Lands of MICHAEL LIN CHANG and MANDY PEIYIN LIN, as co-Trustees of THE MICHAEL CHANG and MANDY LIN LIVING TRUST, U/A dated December 3, 2022, the GRANTEE**

---

Background

The owners of the property located at 1345 Westridge Drive, Portola Valley, Lands of Michael Lin Chang and Mandy Peiyin Lin have requested the Local Agency Formation Commission (LAFCo) annex their property to the West Bay Sanitary District for the purposes of obtaining sanitary sewer service. The parcel will be using a STEP system onsite and connect it to the proposed 3” force main fronting the property at 1345 Westridge Drive (APN: 077-033-140).

Analysis

Attached for the Board’s review is the Geographic/Legal Description (Exhibit A) of the property to be annexed, and the LAFCo Resolution No. 1343 (Exhibit B) approving the annexation.

Fiscal Impact

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

Recommendation

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

Attachments: Resolution  
Exhibit A – Geographical Description Plat & Legal  
Exhibit B – Plat  
Exhibit C – LAFCo Resolution No.  
Exhibit D – Site Map

**EXHIBIT "A"**

DATE: 6-25-2025

ANNEXED TO: WEST BAY SANITARY DISTRICT

NAME OF ANNEXATION: WEST BAY SANITARY DISTRICT

**GEOGRAPHIC DESCRIPTION  
LANDS OF LIN AND A PORTION OF WESTRIDGE DRIVE  
PROPOSED WEST BAY SANITARY DISTRICT ANNEXATION  
1.31 ACRES +/- PARCEL**

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THENCE LEAVING SAID LINE, (3) NORTH 38°30'00" WEST 57.45 FEET TO THE CENTERLINE OF WESTRIDGE DRIVE 70 FEET IN WIDTH, SAID POINT ALSO BEING (4) THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT WITH A RADIUS OF 500.00 FEET, A RADIAL BEARS SOUTH 48°24'14" EAST;  
THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 39' 46", AN ARC LENGTH OF 197.77 FEET;  
THENCE (5) NORTH 18°56'00" EAST 173.81 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 1.31 ACRES 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 ANY OFFER FOR SALE OF THE LAND DESCRIBED.

**END OF DESCRIPTION  
PREPARED BY OR UNDER MY DIRECTION OF:**

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

*[Handwritten Signature]*  
DANIEL J. NAMYST



EXHIBIT A PAGE 1 OF 2

*8-29-25*  
Page 1 of 2

LANDS OF CHENG  
 APN 077-033-130

LANDS OF CHANG AND LIN  
 APN 077-033-140

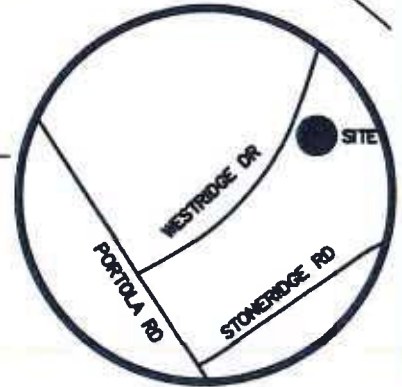
LANDS OF  
 TIDMARSH/MOULDS  
 APN 079-011-160

LANDS OF  
 SPECTOR  
 APN 079-011-150

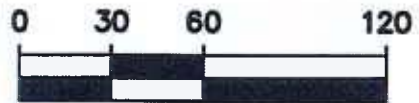
**COURSES:**

- ① S71°04'00"E 263.63'
- ② S51°30'00"W 471.53'
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- R=500.00'
- ④ L=197.77'
- D=22°39'46"
- ⑤ N18°56'00"E 173.81'

WESTRIDGE DRIVE (70')



**VICINITY MAP**  
 NO SCALE



**SCALE: 1" = 60'**

LANDS OF 8-29-25  
 1365 WESTRIDGE LLC  
 APN 079-011-170

**WEST BAY SANITARY DISTRICT  
 (1345 WESTRIDGE DRIVE)**

**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.**



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 ROSEVILLE, CA 95661  
 (P) (916) 966-1338  
 (F) (916) 797-7363

WWW.LEABRAZE.COM

**EXHIBIT 'B'**

**PLAT TO ACCOMPANY LEGAL DESCRIPTION FOR PROPOSED SEWER ANNEXATION, LANDS OF LIN AND PORTIONS OF WESTRIDGE DRIVE, TOWN OF PORTOLA VALLEY, SAN MATEO COUNTY, CALIFORNIA**

JOB NO 2241385

SCALE: 1" = 60'

RESOLUTION NO. 1343

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 25-08 -  
ANNEXATION OF 1345 WESTRIDGE DRIVE, PORTOLA VALLEY (APN 077-033-140)  
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND  
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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

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

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

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

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

**WHEREAS**, the 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 1.31 acres, is found to be "uninhabited," and is assigned the following distinctive short form designation: Annexation of 1345 Westridge Drive, 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.

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

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 17 day of September 2025

Ayes and in favor of said resolution:

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

Commissioners:

- Virginia Chang-Kiraly
- Jackie Speier
- Kati Martin
- Debbie Ruddock
- Stephen Rainaldi
- Colleen You

EXHIBIT B PAGE 3 OF 3

Noes and against said resolution:

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

Absent and/or Abstentions:

Commissioner(s):

Ray Mueller



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

ATTEST:

Rob Bartoli

Rob Bartoli  
Executive Officer  
Local Agency Formation Commission

Date: 9/17/2025

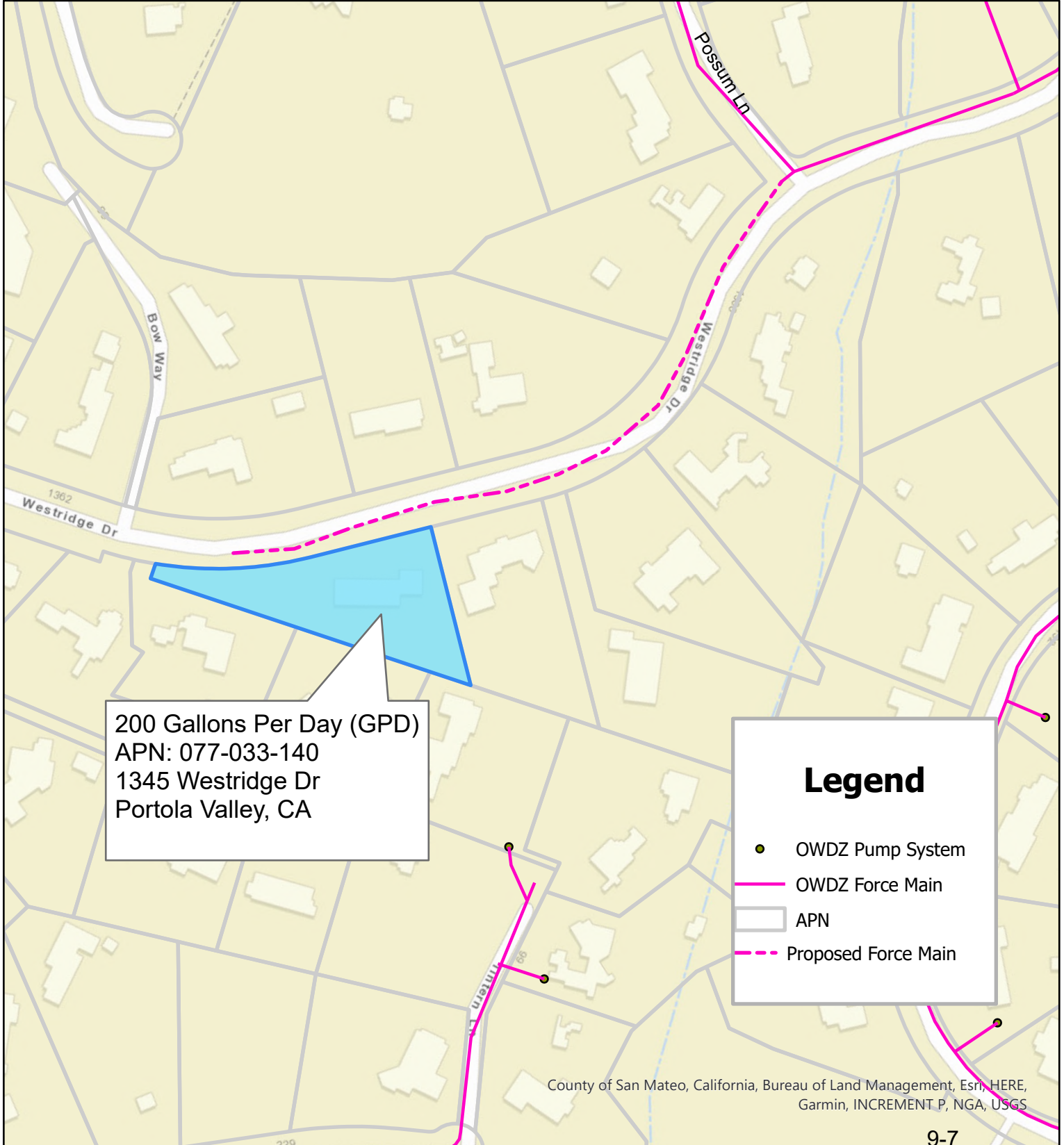
I certify that this is a true and correct copy of the resolution above set forth.

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

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



WEST BAY SANITARY DISTRICT  
SITE LOCATION  
1345 WESTRIDGE DRIVE  
PORTOLA VALLEY, CA  
STEP SYSTEM



**2025-058626 CONF**

3:15 pm 11/03/2025 CCL Fee: NO FEE

Count of Pages 7

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



(This space for Recorder's use only)

**RECORDING REQUESTED BY:**

**SAN MATEO LAFCO**

LOCAL AGENCY FORMATION COMMISSION

**WHEN RECORDED, PLEASE SEND TO:**

San Mateo LAFCo

**LAF 124**

**SHORT-FORM DESIGNATION OF DOCUMENT:**

LAFCo File 25-08 - Annexation of 1345 Westridge Drive, Portola Valley to the West Bay Sanitary District

**RECORDER'S CODE: CCL**

(Exempt from filing fees per Government Code 6103)



# LOCAL AGENCY FORMATION COMMISSION

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

## CERTIFICATE OF COMPLETION

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

1. The short-form designation, as determined by LAFCo, is Annexation of 1345 Westridge Drive, Portola Valley to the West Bay Sanitary District
2. The name of each district or city involved in this change of organization or reorganization and the kind or type of change of organization ordered for each city or district are as follows:

City or District

Type of Change of Organization

West Bay Sanitary District

Annexation

3. The above-listed cities and/or districts are located within the following counties: San Mateo County and Santa Clara County.
4. A description of the boundaries of the above-cited change of organization or reorganization is shown on the attached map, marked Exhibit A and by reference incorporated herein.
5. The territory involved in this change of organization or reorganization is uninhabited.
6. This change of organization has been approved subject to the following terms and conditions, if any: None
7. The resolution confirming this change of organization was adopted on September 17, 2025, by LAFCo, is marked Exhibit B, and by reference incorporated herein.

I hereby certify that I have examined the above-cited resolution, including any terms and conditions, and the map description and have found these documents to be in compliance with Resolution 1343, adopted on September 17, 2025.

Dated: November 3, 2025

Roberto J Bartoli Jr.  
Executive Officer

**COMMISSIONERS:** RAY MUELLER, CHAIR, COUNTY ▪ VIRGINIA CHANG KIRALY, VICE CHAIR, SPECIAL DISTRICT ▪ KATI MARTIN, SPECIAL DISTRICT ▪ DEBBIE RUDDOCK, CITY ▪ STEPHEN RAINALDI, CITY ▪ JACKIE SPEIER, COUNTY ▪ ANN DRAPER, PUBLIC

**ALTERNATES:** KATHRYN SLATER-CARTER, SPECIAL DISTRICT ▪ GREG WRIGHT, CITY ▪ COLLEEN YOU, PUBLIC ▪ NOELIA CORZO, COUNTY

**STAFF:** ROB BARTOLI, EXECUTIVE OFFICER ▪ SARAH FLAMM, MANAGEMENT ANALYST ▪ TIM FOX, LEGAL COUNSEL ▪ DIANE ESTIPONA, CLERK

**EXHIBIT "A"**

DATE: 6-25-2025

ANNEXED TO: WEST BAY SANITARY DISTRICT

NAME OF ANNEXATION: WEST BAY SANITARY DISTRICT

**GEOGRAPHIC DESCRIPTION  
LANDS OF LIN AND A PORTION OF WESTRIDGE DRIVE  
PROPOSED WEST BAY SANITARY DISTRICT ANNEXATION  
1.31 ACRES +/- PARCEL**

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

BEING A PORTION OF LOT 1 AND A PORTION OF WESTRIDGE DRIVE, AS DESIGNATED ON THAT CERTAIN MAP ENTITLED "ARROWHEAD MEADOWS", SAN MATEO COUNTY, CALIFORNIA, FIELD IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA IN MARCH, 1958 IN BOOK 48 OF MAPS AT PAGE 48-49, AS SHOWN ON 'EXHIBIT B' ATTACHED HERETO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE NORTHEASTERLY CORNER OF SAID LOT 1, THENCE (1) SOUTH 71°04'00" EAST 263.63 FEET TO THE MOST NORTHWEST CORNER OF SAID LOT;  
THENCE ALONG THE EASTERLY LINE OF SAID LOT, (2) SOUTH 51°30'00" WEST 471.53 FEET;  
THENCE LEAVING SAID LINE, (3) NORTH 38°30'00" WEST 57.45 FEET TO THE CENTERLINE OF WESTRIDGE DRIVE 70 FEET IN WIDTH, SAID POINT ALSO BEING (4) THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT WITH A RADIUS OF 500.00 FEET, A RADIAL BEARS SOUTH 48°24'14" EAST;  
THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 22° 39' 46", AN ARC LENGTH OF 197.77 FEET;  
THENCE (5) NORTH 18°56'00" EAST 173.81 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 1.31 ACRES 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 ANY OFFER FOR SALE OF THE LAND DESCRIBED.

**END OF DESCRIPTION  
PREPARED BY OR UNDER MY DIRECTION OF:**

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

*[Handwritten Signature]*  
DANIEL J. NAMYST



EXHIBIT A PAGE 1 OF 2

*8-29-25*  
Page 1 of 2

LANDS OF CHENG  
 APN 077-033-130

LANDS OF CHANG AND LIN  
 APN 077-033-140

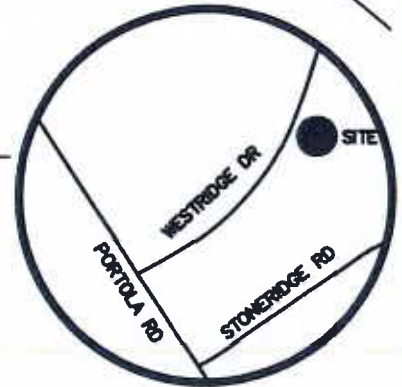
LANDS OF  
 TIDMARSH/MOULDS  
 APN 079-011-160

LANDS OF  
 SPECTOR  
 APN 079-011-150

**COURSES:**

- ① S71°04'00"E 263.63'
- ② S51°30'00"W 471.53'
- ③ N38°30'00"W 57.45'  
R=500.00'
- ④ L=197.77'  
D=22°39'46"
- ⑤ N18°56'00"E 173.81'

WESTRIDGE DRIVE (70')



**VICINITY MAP**  
 NO SCALE



**SCALE: 1" = 60'**

LANDS OF *8-29-25*  
 1365 WESTRIDGE LLC  
 APN 079-011-170

**WEST BAY SANITARY DISTRICT  
 (1345 WESTRIDGE DRIVE)**

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.



**LEA & BRAZE ENGINEERING, INC.**

CIVIL ENGINEERS • LAND SURVEYORS

BAY AREA REGION  
 2495 INDUSTRIAL PKWY WEST  
 HAYWARD, CALIFORNIA 94545  
 (P) (510) 887-4088  
 (F) (510) 887-3019

SACRAMENTO REGION  
 3017 DOUGLAS BLVD, # 300  
 ROSEVILLE, CA 95661  
 (P) (916) 966-1338  
 (F) (916) 797-7363

WWW.LEABRAZE.COM

**EXHIBIT 'B'**

PLAT TO ACCOMPANY LEGAL DESCRIPTION  
 FOR PROPOSED SEWER ANNEXATION,  
 LANDS OF LIN AND PORTIONS OF  
 WESTRIDGE DRIVE, TOWN OF PORTOLA  
 VALLEY, SAN MATEO COUNTY, CALIFORNIA

JOB NO 2241385

SCALE: 1" = 60'

RESOLUTION NO. 1343

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION  
OF THE COUNTY OF SAN MATEO  
MAKING DETERMINATIONS, APPROVING LAFCO FILE 25-08 -  
ANNEXATION OF 1345 WESTRIDGE DRIVE, PORTOLA VALLEY (APN 077-033-140)  
TO THE WEST BAY SANITARY DISTRICT AND THE ON-SITE WASTEWATER DISPOSAL ZONE, AND  
WAIVING CONDUCTING AUTHORITY PROCEEDINGS**

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

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

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

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

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

**WHEREAS**, the 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 1.31 acres, is found to be "uninhabited," and is assigned the following distinctive short form designation: Annexation of 1345 Westridge Drive, 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.

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

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

EXHIBIT B PAGE 2 OF 3

Regularly passed and adopted this 17 day of September 2025

Ayes and in favor of said resolution:

Commissioners:

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

EXHIBIT B PAGE 3 OF 3

- Virginia Chang-Kiraly
- Jackie Speier
- Kati Martin
- Debbie Ruddock
- Stephen Rainaldi
- Colleen You

Noes and against said resolution:

Commissioner(s):

\_\_\_\_\_

Absent and/or Abstentions:

Commissioner(s):

Ray Mueller



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

ATTEST:

Rob Bartoli

Rob Bartoli  
Executive Officer  
Local Agency Formation Commission

Date: 9/17/2025

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: \_\_\_\_\_



**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 10**

**To:***Board of Directors*

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

**Subject:***Report and Discussion on Collection of Unpaid Fees Associated  
with Accessory Dwelling Units*

---

Staff will present an update on the collection of unpaid Sewer Service Charges and Connection Fees associated with ADUs.

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

---

**Report to the District Board for the Regular Meeting of April 22, 2026**

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

---

**1) Administrative:**

- a. GM received the Statewide 2025 Richard D. Pomeroy Award presented by the California Water Environment Association. The award recognizes individuals with over 15 years of service and industry contributions in management, overall planning, operation and maintenance, facility design, education or training.
- b. The Recycled Water Rates study was accepted by the full Board on April 8. A Public Hearing to approve the proposed rates will be set for the June timeframe.
- c. The new Recycled Water Code was approved by the full Board on April 8.
- d. Notice of Determination Letters to potential users of recycled water are being developed by the District's General Counsel.

**2) Finance:**

- a. The Second Period Fiscal Year 2025-2026 Sewer Service Charge fees were received from the San Mateo County Assessor's Office in the amount of \$8,727,844.43.
- b. Finance Department is tracking the Unpaid Connection Fees and Sewer Service Charges.
- c. The District received an additional \$10 million dollars in grant funding from the State for the Bayfront Recycled Water Facility project.
- d. The budget workshop, to review the proposed budget, is scheduled for May 5.

**3) Capital Improvement Program (CIP):**

**a. Levee Improvement Project:**

- i. The City of Menlo Park is expected to issue an easement to PG&E to underground the powerlines on Marsh Road for the Bayfront Recycled Water Facility.

**b. Repair Project:**

- i. The Notice to Proceed for the Spot Repair High Frequency List Phase 3B was issued to Casey Construction.

**c. Construction in Progress:**

- i. Stowe Lane Pump Station is under construction and should be completed by July.

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

- a. Approximately 10% of the manholes within the District have been GPS-ed. The purpose is to make the GIS Map more accurate.

- 5) **Operations and Maintenance:**
  - a. **Collection System:**
    - i. The Construction Crew participated in the California Water Environment Association - Annual Conference in Sacramento by conducting a training seminar on trenchless PipePatch. The training included a live demonstration of a repair in front of approximately 100 attendees.
  - b. **Pump Facilities:**
    - i. The new telemetry system is working well. Alarms are being received in a timely manner.
  - c. **Training:**
    - i. Staff will be training on the District's Spill Emergency Response Plan.
- 6) **Water Quality:**
  - a. **Sharon Heights Golf and Country Club (SHGCC):**
    - i. Staff is ramping up production of recycled water.
  - b. **Bayfront Recycled Water Facility (BRWF):**
    - i. The District is considering sponsoring the State Water Board Title 22 reports for existing potable water customers. This will encourage customers to switch to recycled water. The Title 22 report cost could be recovered in the recycled water bill over time.
  - c. **Flow Study:**
    - i. A flow study began on April 13 to review the flow and loadings in Multi-family Complexes and Single-Family Residences areas.
  - d. **FOG Inspections:**
    - i. 131 FOG inspections have been performed in the first quarter of 2026.
- 7) **Fleet and Facilities:**
  - a. **Vehicle Maintenance:**
    - i. The Vehicle and Equipment Replacement program is being updated as part of the budget setting process.
- 8) **Personnel:**
  - a. Recruitment interviews for an Operator II were held on March 31. The second-round interviews were held on April 7. The new Operator will assist with treatment plant operations.
- 9) **Upcoming Events:**
  - a. **Next Board Meetings:**
    - i. Board Meetings Schedule: Wednesdays April 22 and May 13.
    - ii. Budget Workshop is scheduled for May 5.
- 10) **Misc. Items:**
  - a. **West Bay:** The General Manager will update the Board on miscellaneous items.



**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 12**

**To:            *Board of Directors***

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

**Subject:      *Report and Discussion on the Capital Improvement Program  
Schedule***

---

Staff will present an update on the Capital Improvement Program and review the upcoming schedule.

The Board will have the opportunity to provide direction to staff and General Counsel.

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**WEST BAY SANITARY DISTRICT AGENDA ITEM 13**

**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>2026</b>	<b>Processed</b>	<b>Delivered</b>
January	5.2MG	143K
February	4.2MG	55.6K
March	5.9MG	3.9MG

<b>2025</b>	<b>Processed</b>	<b>Delivered</b>
January	5.3MG	663K gallons
February	5MG	532K
March	7.2MG	2.4MG
April	9.1MG	5.8MG
May	8.6MG	8.1MG
June	9.6MG	9MG
July	10.3MG	8.8MG
August	10MG	8.4MG
September	10.6MG	7.4MG
October	7.9MG	2.4MG
November	6.5MG	568K
December	5.7MG	58K

<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
September	7.8MG	7MG
October	8.8MG	5.4MG
November	4.6MG	530K
December	5.3MG	82K

<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.*

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**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 14**

**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 project.

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

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**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 15**

**To:***Board of Directors*

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

**Subject:***Report and Discussion on RethinkWaste (SBWMA)*

---

The District's representative to RethinkWaste (SBWMA), President Fran Dehn, will report on any pertinent items regarding RethinkWaste (SBWMA) business.

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**WEST BAY SANITARY DISTRICT  
AGENDA ITEM 16**

**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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