

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, February 10, 2022
7:30 p.m.

Note: Due to COVID-19, this meeting will be conducted as a teleconference pursuant to the provisions of the AB 361 [Government Code Section 54953(e)]. Directors may participate remotely, but the public is welcome attend the meeting in person, in addition to participating remotely as shown below.

Join Zoom Meeting

<https://zoom.us/j/99047616486?pwd=d01CcWJHLzV3VVQzNDFCsXYvVWoxZz09>

Meeting ID: 990 4761 6486

Passcode: 200684

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- 1. ROLL CALL:**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. SPECIAL ORDER OF BUSINESS:**
 - A. Consideration of Resolution 647, Declaring that District Meetings will Continue to be Held Via Teleconference.

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4. **CONSENT CALENDAR:**

All items listed under the Consent Calendar are approved by a single motion of the Board. A Board member may request removal of any item for discussion and separate action:

- A. Approval of Minutes:
 - 1. Regular Meeting of January 13, 2022.
- B. Accountant's Report for Period Ending December 31, 2021.
- C. Investment Report for Period Ending January 31, 2022.
- D. Claims Register for January 31, 2022.

5. **PUBLIC COMMENT:**

Members of the public are invited to participate during the public comment period or when an item on the agenda is introduced. Anyone wishing to speak should, after the recognition, give their name and address, speak clearly, and direct their remarks only to the Board. Please limit your remarks to no more than five (5) minutes. Items not on the agenda may be referred to Staff for consideration at a later date.

6. **BUSINESS (OLD):** None.

7. **BUSINESS (NEW):**

- A. Public Hearing - Conversion from an At-Large Electoral System for Election of Members of the Board of Directors to One Based on Five Zones Pursuant to the California Voting Rights Act—Receive Public Input and Review Draft Maps.
- B. Approve Award of Contract for the Skyline Tank No. 3 Exterior Recoating Project.
- C. Consideration to Approve Billing Rate Increase for Pakpour Consulting Group, Inc., Effective March 1, 2022.
- D. Consideration to Reinstate Late Payment Fees, Water Shutoffs for Non-Payment, Door Collection Fees, and Reconnection of Water Service Fees.
- E. Consideration of Financial Assistance to Homeowners to Remove Potentially Hazardous Tree at 2600 Duhallow Way, SSF.

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8. WRITTEN COMMUNICATIONS: None.

9. ATTORNEY'S REPORT:

10. GENERAL MANAGER'S REPORT:

- A. Report on New Hire for Operations Assistant Position.
- B. Report on District Internet Outage.
- C. Report on Customer Arrearages Collections Received.
- D. Report on District's Water Conservation for January 2022.
- E. Report on Service Line Repairs at 2473 Wexford Avenue, SSF.
- F. Update on DocuSign Plans and Pricing.
- G. Report on the City of South San Francisco's Low Income Sewer Rebate Program.

11. ITEMS FROM BOARD OF DIRECTORS:

- A. Report on BAWSCA Meeting of January 20, 2022 (Chambers).

12. CLOSED SESSION: None

13. ADJOURNMENT:

Upon request, the Westborough Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the auxiliary aid or service at least 3 days before the meeting. Request should be sent to Westborough Water District at 2263 Westborough Boulevard, South San Francisco, CA 94080, or email wwd@westboroughwater.org.

Availability of Public Records: all public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Acts, that are distributed to a majority of the legislative body will be available for public inspection at 2263 Westborough Boulevard, South San Francisco, CA 94080, at the same time that the public records are distributed or made available to the legislative body.