

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Thursday, December 14, 2023  
7:30 p.m.  
Westborough Water District Office  
[2263 Westborough Boulevard, South San Francisco](#)

**1. ROLL CALL:**

**2. PLEDGE OF ALLEGIANCE:**

**3. ELECTION OF OFFICERS FOR PRESIDENT AND VICE PRESIDENT:**

**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 November 9, 2023.

B. Accountant's Report for Period Ending October 31, 2023.

C. Investment Report for Period Ending November 30, 2023.

D. Claims Register for November 30, 2023.

**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. Approve Agreement with Lechowicz and Tseng for the 2023 Water and Sewer Rate Study in the amount of in the amount of \$51,920.

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

**December 14, 2023**

**Page 2 of 3**

B. Letter Dated October 1, 2023, Consideration of Request for Billing Adjustment from Customer G. Young – 169 Valleyview Way.

C. Consideration of Holiday Bonus for District Employees.

### **8. WRITTEN COMMUNICATIONS: None**

### **9. ATTORNEY'S REPORT:**

### **10. GENERAL MANAGER'S REPORT:**

A. Report on District's Water Conservation for November 2023.

B. Response to Draft Municipal Service Review and Sphere of Influence Review for Westborough Water District - Follow up.

### **11. ITEMS FROM BOARD OF DIRECTORS:**

A. Report on BAWSCA Meeting of November 16, 2023 (Chambers).

B. Report on ACWA/JPIA Conference, November 27 - November 30, 2023 (Amuzie).

### **12. CLOSED SESSION:**

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Initiation of litigation pursuant to subdivision (d)(4) of Section 54956.9: One case

B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Section 54956.9) Name of case: In re: Aqueous Film-Forming Foams Products Liability Litigation, U.S. Dist. Ct. of South Carolina, Case No. MDL No. 2:18-mn-2873

### **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](mailto:wwd@westboroughwater.org).*

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**December 14, 2023**

**Page 2 of 3**

*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.*