

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Thursday, March 14, 2024  
7:30 p.m.  
Westborough Water District Office  
[2263 Westborough Boulevard, South San Francisco](#)

**1. ROLL CALL:**

**2. PLEDGE OF ALLEGIANCE:**

**3. 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 February 29, 2024.

B. Accountant's Report for Period Ending January 31, 2024.

C. Investment Report for Period Ending February 29, 2024.

D. Claims Register for February 29, 2024.

**4. 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.*

**5. BUSINESS (OLD):**

- A. Consideration to Authorize Director/Staff Attendance to the ACWA/JPIA Spring Conference, Sacramento, California, May 7 thru May 9, 2024.

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**6. BUSINESS (NEW):**

- A. Review/Approve June 30, 2023, Audit Report (*presented via Zoom*).
- B. Consider Preliminary Results from Rate Study and Provide Direction to Rate Study Committee Regarding Rate Proposals and Discuss Allocation of General Expenses Between Water and Sewer Enterprises.
- C. Review/Approve Proposal for the Installation of Controllers Replacement for the Rowntree Pump Station.
- D. Review/Approve Proposals for Roofing for the Rowntree Pump Station.

**7. WRITTEN COMMUNICATIONS: None**

**8. ATTORNEY'S REPORT:**

**9. GENERAL MANAGER'S REPORT:**

- A. Report on District's Water Conservation for February 2024.

**10. ITEMS FROM BOARD OF DIRECTORS:**

**11. CLOSED SESSION:**

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

**12. 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). 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.*