

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, September 10, 2026
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 August 13, 2026.

B. Accountant's Report for Period Ending July 31, 2026.

C. Investment Report for Period Ending August 31, 2026.

D. Claims Register for August 31, 2026.

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): None

6. BUSINESS (NEW):

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- A. Nominations for LAFCo Special District Alternate Representative 2026.
- B. Review/Approve Proposals for the Rowntree Lift Station Reinforced Concrete Walkway and Pads.
- C. Consideration to Authorize Task Order 26-27-2 with Pakpour Consulting Group, Inc., for Design Services for the King Drive Water Main Improvements, CIP W20-03, in the amount of \$199,800.
- D. Consideration to Authorize Task Order 26-27-3 with Pakpour Consulting Group, Inc., for Design Services for the Westborough Lift Station Bypass Improvements, CIP S23-30, in the amount of \$94,900.
- E. Consideration to Approve Policy on the Use of Artificial Intelligence (AI) by Westborough Water District (WWD) employees, contractors, and Directors.

7. WRITTEN COMMUNICATIONS: None

8. ATTORNEY'S REPORT:

9. GENERAL MANAGER'S REPORT:

- A. Engineer's Report (Laurie).
 - 1. CIP Update.
 - 2. Skyline Tank No. 2 Structural Retrofit.
 - 3. Appian Way Sewer Improvements – Brief Update.
 - 4. Specifications Update – Brief Update.
- B. Report on District's Water Conservation for August 2026.
- C. Status Report on Recruitment for General Manager.
- D. Request to Amend Pension Contract to Include PEPRAs Provisions.

10. ITEMS FROM BOARD OF DIRECTORS:

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11. CLOSED SESSION: None

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. 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.