

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
Thursday, June 11, 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 May 14, 2026.

B. Accountant's Report for Period Ending April 30, 2026.

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

D. Claims Register for May 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):**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**June 11, 2026**

**Page 2 of 3**

- A. Public Hearing for the 2025 Urban Water Management Plan and Water Shortage Contingency Plan.
- B. Consideration of Adoption of Resolution 693, Adopting the 2025 Urban Water Management Plan and Water Shortage Contingency Plan.
- C. Public Hearing re Employee Vacancies per AB 2561.
- D. Review/Approve Fiscal Year 2026/2027 Operating Budget.
- E. Review/Approve Proposal to Participate in BAWSCA Water Loss Management Program for 2026-2027.
- F. Approve Candidate Policy Form For District Election November 3, 2026.
- G. Approve Resolution No. 694, A Resolution of the Board of Directors of the Westborough Water District Calling for an Election to be Held on November 3, 2026, for the Election of two Members of the Board of Directors.
- H. Consideration of Cost of Living and Salary Adjustment for District Employees.
- I. Consideration of Cost-of-Living and Salary Adjustment for General Manager.

**7. WRITTEN COMMUNICATIONS:**

- A. JPIA's Letter Dated June 1, 2026, Regarding Liability, Property, and Workers' Compensation Programs Risk Assessment.

**8. ATTORNEY'S REPORT:**

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

- A. Engineer's Report (Pakpour).
  - 1. Skyline No. 3 Retrofit Project - Progress Payment No.8 and Update.
  - 2. Appian-280 Easement Sanitary Sewer Improvements – Brief Update.
  - 3. Standard Specifications – Brief Update.

## REGULAR MEETING OF THE BOARD OF DIRECTORS

June 11, 2026

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- B. Report on District's Water Conservation for May 2026.
- C. Update on SamTrans Bus Hitting Fire Hydrant at 3500 Callan Boulevard.
- D. Update on District's Upgrade of its Customer Connect Notification.

### 10. ITEMS FROM BOARD OF DIRECTORS:

- A. Report on the ACWA/JPIA 2026 Membership Summit and Spring Conference, May 4 – May 7, 2026 (Amuzie).
- B. Report on BAWSCA Meeting of May 21, 2026 (Chambers).
- C. Report on SMC CSDA Meeting of June 8, 2026 (Chambers).

### 11. CLOSED SESSION:

- A. Closed Session – Public Employee Performance Evaluation, Government Code Section 54957  
Title: General Manager

### 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.*

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS**

**Thursday, May 14, 2026**

The meeting was called to order at 7:30 p.m.

**1. ROLL CALL:**

Directors Present: Don Amuzie  
Tom Chambers  
Julie Richards  
Janet Medina

Excused Absent: Perry Bautista

Staff Present: Dayna Louie, Attorney  
Carlos Arias, Field Supervisor  
Wendy Bellinger, Office Supervisor  
Brandon Laurie, Engineer  
Patricia Mairena, General Manager

Visitors Present: Sergio Medina

**2. PLEDGE OF ALLEGIANCE:** Led by Director Chambers.

The Board shifted the order of discussion for Item 9.A – Engineer Report (Laurie) to allow the Board the opportunity to review and approve Item 9.A3 – Change Order No.1.

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

**A. Engineer's Report (Laurie).**

- 1. Skyline No. 3 Retrofit Project - Progress Payment No.7 with Change Order No. 1 and Update. Authorize the General Manager to Execute Change Order No. 1 for the Skyline Tank No. 3 - Structural Retrofit Project for an Amount Not-to-Exceed \$16,679.10.**

Two of Six  
Minutes of the Regular Meeting of the Board of Directors  
Thursday, May 14, 2026

Engineer Laurie apologized for not being present at the last meeting and provided an update of this project to the Board. Engineer Laurie stated that during the month of April, the contractor was able to do quite a bit of work inside the tank as well as wrap up the work on the foundation, and then backfilled. Engineer Laurie mentioned that during the sand-blasting for ceiling repairs, some pinholes popped through due to loss of metal, which had to be repaired. Engineer Laurie also reported that the contractor also began the anchor chair installation which is actually the mechanism that will keep the tank in place in the event of an earthquake.

Engineer Laurie reported that with this month's payment, there was also a request for Change Order No. 1, which included items the Board has seen in the past few months, and mentioned that the four items in the change order were:

- Contract Working Days - 17 days were added due to adverse weather conditions.
- Additional Potholes – 4 more potholes which were covered under the bid item, but the time it took to complete them needed to be added to the contract, or 2 additional days.
- The Overflow Modification – This included relocating the overflow and eliminate underground tank connections. This work added an additional \$11,388.
- The Existing Foundation Chipping – This was done to prevent the new concrete from not having a flat surface (like the previous foundation). This work added an additional 4 workdays and \$5,359.10.

Engineer Laurie stated that the total amount of the change order was \$16,679.10 plus 24 additional working days and asked if the Board needed to take action on the approval of the change order.

General Manger Mairena replied that the item was listed on the agenda for the Board to authorize the General Manager to approve the change order, so the Board should take action.

Director Chambers moved to Authorize the General Manager to Execute Change Order No. 1 for the Skyline Tank No. 3 - Structural Retrofit Project for an Amount Not-to-Exceed \$16,679.10, seconded by Director Richards.

The motion was carried unanimously.

Engineer Laurie gave the Board a brief update on the pending change orders, including the status of the tariffs and the pending cost of the materials related to structural repairs.

Engineer Laurie displayed various pictures of the work being done for the project, provided descriptions, and asked if the Board had any questions.

Three of Six  
Minutes of the Regular Meeting of the Board of Directors  
Thursday, May 14, 2026

Director Chambers asked if the Department of Water Resources (DWR) engineer had seen the work being done to the tank during her last visit. General Manager Mairena replied that she had specifically requested to see it and Field Supervisor Arias had toured the tank site with her. Engineer Laurie commented that DWR's main concern was making sure no critters could get inside the tank, etc.

Director Amuzie asked about the reliability of the epoxy used for the tank. Engineer Laurie replied that it is extremely reliable.

**2. Appian-280 Easement Sanitary Sewer Improvements – Brief Update.**

Engineer Laurie reported that they had received comments back from Daly City and they were working on addressing those comments, and on the 90% submittal.

Engineer Laurie stated that they anticipated going out to bid in July.

**3. Standard Specifications – Brief Update.**

Engineer Laurie stated that the update to the Specifications should be wrapped up by June and mentioned that the Board did not need to see the document, as it was to be used internally and by contractors doing developments within the District, as well as by Pakpour's staff.

Vice President Medina asked if there were any other questions and continued with the Consent Calendar.

**3. CONSENT CALENDAR:**

Vice President Medina asked the Board if there was any discussion; otherwise, she would entertain a motion to accept the consent calendar.

Director Chambers moved to approve the Consent Calendar, seconded by Director Amuzie.

The motion was carried unanimously.

**4. PUBLIC COMMENT: None**

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

6. **BUSINESS (NEW):**

A. **Review Letter Dated April 6, 2026, from the State Water Resources Control Board Regarding the 2026 Sanitary Survey Findings and District's Letter of Response.**

General Manager Mairena stated that the District's DWR engineer, Alison Sim, had visited the District, consisting of a short meeting prior to touring the Skyline Tank Site facilities. Field Supervisor Arias mentioned that Engineer Sim had actually climbed tanks No. 1 and No. 2 with Field Worker Tyler Armstrong.

General Manager Mairena mentioned that the DWR had made some notations in their letter of findings, and the District had responded addressing each one of their concerns. General Manager Mairena proceeded to review her responses with the Board.

Director Amuzie inquired if the responses needed to be reviewed by the District's attorney. Engineer Laurie commented that these matters were operational. General Manager Mairena replied that these were not mandates, but observations.

B. **Consideration to Authorize Attendance to ACWA Region 5 Event – Oxnard, CA, September 3 and 4, 2026.**

General Manager Mairena reported that the ACWA Region 5 events were rotated between Northern and Southern California, and the next event was to be held in Oxnard, CA. General Manager Mairena stated that the event was brought up at the ACWA Conference and that was the reason she had placed it on the WWD agenda, so there would be enough time for planning; however, the ACWA Region 5 Event agenda has not yet been made available.

Vice President Medina asked if anyone had any interest in attending or if the District should wait. Director Amuzie replied that the District should wait until more details were made available. General Manager Mairena stated that registration for this event would not open until July, and hopefully, more information will be available by next month.

The Board decided to wait until a preliminary ACWA Region 5 Event agenda was made available. No action was taken.

**7. WRITTEN COMMUNICATIONS:** None

**8. ATTORNEY'S REPORT:** None

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

**B. Report on District's Water Conservation for April 2026.**

General Manager Mairena displayed the monthly comparison chart of water use and reported that water consumption for April 2026 was lower, in comparison to the same period for FY 2020-2021, the last year with average usage before the last drought. General Manager Mairena mentioned that the GPCPD (gallons per capita per day) was also pretty low and told the Board that customers had been conserving water for the January - February sewer measurement period, and it usually takes a bit for customers to get out of conservation mode.

**C. Report of SamTrans Bus Hitting Fire Hydrant at 3500 Callan Boulevard.**

General Manager Mairena reported to the Board that finally today, the District received the bill from the contractor that did the fire hydrant repairs, and now that she had all the invoices for related expenses, she would be able to submit the claim form to SamTrans.

General Manager Mairena mentioned that she will be reporting on this matter again and told the Board that she will be requesting a meeting with the SSFPD and SSFFD, as this was the second time the District had not been notified or included in correspondence related to incidents involving District fire hydrants. General Manager Mairena also mentioned that the Sheriff's Department would not release the incident report to her because the District was not mentioned in the report as the owner of the fire hydrant, so it took her a while to sort through that and have them amend and release the updated report.

Field Supervisor Arias reported that in addition, the District had not been notified of another incident involving a backflow device on the median strip at Westborough Boulevard and Gellert Boulevard which was hit by a vehicle. Engineer Laurie asked if the device was protected by a bollard, which Field Supervisor Arias replied that it was not.

General Manager Mairena said that she will be requesting a meeting with the two City of SSF departments very soon.

**D. Report on Local Hazard Mitigation Plan (LHMP) – Report Added**

General Manager Mairena reported that Engineer Gary Ushiro, from Pakpour Engineering, had been assisting the District on updating the District's Annex to the LHMP and that the comment period was going to be opening up on May 15<sup>th</sup>, so the District will be adding a section to its website and also post flyers in front of the office. General Manager Mairena mentioned that the draft of the annex should be available to the public and that it should be ready for publishing tomorrow.

Engineer Laurie stated that related to the Skyline Tank No. 3 project, he had forgotten to mention that next month, Pakpour Engineering will be asking for an additional service request for professional services to their project management contract due to the additional days of work added to the contractor's agreement and the additional work done by the structural engineer. Engineer Laurie also stated that they would be working the numbers with General Manager Mairena.

**10. ITEMS FROM BOARD OF DIRECTORS: None**

**11. CLOSED SESSION: None**

**12. ADJOURNMENT:**

Without objection, Vice President Medina adjourned the meeting.  
Time 8:17 p.m.

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Secretary

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President

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Date

**Westborough Water District**

Financial Statements  
With Accountant's Compilation Report  
April 30, 2026



**Chavan & Associates, LLP**  
Certified Public Accountants  
16450 Monterey Road, Ste. 5  
Morgan Hill, CA 95037

**Westborough Water District**

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**Accountant's Compilation Report**

To the Board of Directors  
Westborough Water District  
City of South San Francisco, CA

Management is responsible for the accompanying financial statements of the business-type activities of the Westborough Water District, CA (the "District"), as of and for the tenth month ended April 30, 2026, which collectively comprise the District's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The supplementary information on pages 7 through 9 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. However, we have not audited or reviewed the information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

A statement of cash flows for the tenth month ended April 30, 2026, has not been presented. Accounting principles generally accepted in the United States of America require that a statement of cash flows be presented when financial statements purport to present financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Management has omitted the management's discussion and analysis that the Governmental Accounting Standards Board requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context.



**Chavan and Associates, llp**  
Certified Public Accountants

We are not independent with respect to the District as of and for the tenth month ended April 30, 2026, because we performed certain accounting services that impaired our independence. We were engaged to compile monthly summary reports of the District's transactions instead of a full set of financial statements. As such, we are required by the Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants to disclose that the accompanying financial statements exclude the minimum required disclosures and statement of cash flows. This does not impact the credibility and accuracy of the information included in the accompanying financial statements.

*C & A LLP*

June 5, 2026  
Morgan Hill, California

**Westborough Water District**  
**Statement of Net Position**  
**April 30, 2026**

**ASSETS**

Current Assets:

Cash (Including \$6,438,996 in Time Deposits)	\$	7,219,606
Receivables		
Water		887,827
Sewer		46,893
Other		101,116
Prepaid Expenses and Other		57,914
Inventory		233,686
Total Current Assets		8,547,042

Non-Current Assets:

Lease Receivable		176,272
Utility Plant in Service (Note 5):		
Land		182,633
Work in Progress		3,177,105
Water Facility		8,231,334
Building		1,503,835
Joint-Use Facilities		94,907
Meters		1,148,858
Office Furniture and Equipment		161,902
Maintenance Facility		478,623
Sewer Facility		3,631,507
Total Utility Plant in Service (Capital Assets)		18,610,704
Less Accumulated Depreciation		(7,856,648)
Utility Plant in Service-Net Accumulated Depreciation		10,754,056
Total Non-Current Assets		10,930,328
Total Assets	\$	19,477,370

**DEFERRED OUTFLOWS**

Deferred Pension Outflows	\$	499,119
Deferred OPEB Outflows		141,130
Total Deferred Outflows	\$	640,249

(continued)

*See accompanying notes and accountant's compilation report*

**Westborough Water District**  
**Statement of Net Position**  
**April 30, 2026**

<b>LIABILITIES</b>	
Current Liabilities:	
Accounts Payable (Note 2)	\$ 1,428,755
Customers' Deposits	418,880
Unearned Revenue	246,246
Total Current Liabilities	<u>2,093,881</u>
Long-term Liabilities:	
Accrued Paid Leave	107,853
Net Pension Liability	1,250,673
Net OPEB Obligation	239,547
Total Long-term Liabilities	<u>1,598,073</u>
Total Liabilities	<u>\$ 3,691,954</u>
<b>DEFERRED INFLOWS</b>	
Deferred Lease Inflows	\$ 139,568
Deferred Pension Inflows	128,817
Deferred OPEB Inflows	100,215
Total Deferred Inflows	<u>\$ 368,600</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	\$ 10,754,056
Restricted for Capital Facilities	347,103
Unrestricted:	
Reserved for Contingencies	278,273
Reserved for Capital Expenditures	1,916,100
Non-spendable Inventory and Prepaids	291,600
Unappropriated	2,469,933
Total Net Position	<u>\$ 16,057,065</u>

(concluded)

*See accompanying notes and accountant's compilation report*

**Westborough Water District**  
**Statement of Activities**  
For the Ten Months Ended April 30, 2026

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<b>Operating Revenue:</b>	
Water Sales (Note 3)	\$ 4,477,056
Sewer Svc. and Transfer Charges	3,138,609
Misc. Operations	20,998
<b>Total Operating Revenue</b>	<u>7,636,663</u>
<b>Operating Expense:</b>	
Water Expenditures	2,546,661
Sanitary Sewer Expenditures	2,697,370
Admin. and General Expenditures	1,166,073
Depreciation	286,194
<b>Total Operating Expenses</b>	<u>6,696,298</u>
<b>Operating Income (Loss)</b>	940,365
<b>Non-operating Income (Expense):</b>	
Property Taxes	646,625
Investment Interest	231,416
Other	29,358
<b>Total Non-operating Income (Expense)</b>	<u>907,399</u>
<b>Change in Net Position</b>	1,847,764
<b>Net Position - Beginning</b>	<u>14,209,301</u>
<b>Net Position - Ending</b>	<u>\$ 16,057,065</u>

*See accompanying notes and accountant's compilation report*

**Westborough Water District**  
**Selected Information - Substantially All Disclosures Required by**  
**Generally Accepted Accounting Principles are Not Included**  
**April 30, 2026**

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- NOTE 1** - There was no Bad Debt expense during the month.
- NOTE 2** - Accounts payable at April 30, 2026, includes \$1,040,874 of accrued treatment and disposal expense.
- NOTE 3** - Estimated operating revenues are used in preparing the financial statements for the months of January, March, May, July, September and November because actual figures are not available until one and one-half months after the close of these months.
- NOTE 4** - Accounts receivable are reported net an allowance for uncollectible accounts of \$(1,734) to account for uncollectible water receivables for the period.
- NOTE 5** - Changes in utility plant in-service for the tenth month ended April 30, 2026, were as follows:

Beginning Balance	\$ 18,407,825
Engineering	-
Surveying	-
Contractors	-
Other Fixed Assets	202,879
Ending Balance	<u>\$ 18,610,704</u>

**Westborough Water District**  
**Schedule of Income and Expense - Budget to Actual**  
**For the Ten Months Ended April 30, 2026**

	April	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Operating Revenue:</b>						
Water Sales (Note 3)	\$ 437,824	\$ 4,477,056	\$ 5,449,170	82.16%	-1.17%	\$ (63,919)
Water Misc. Operations	2,271	20,998	20,000	104.99%	21.66%	4,331
<b>Total Water Operating Revenue</b>	<b>440,095</b>	<b>4,498,054</b>	<b>5,469,170</b>	<b>82.24%</b>	<b>-1.09%</b>	<b>(59,588)</b>
Sewer Svc. and Transfer Charges	313,399	3,138,609	3,765,946	83.34%	0.01%	321
<b>Total Sewer Operating Revenue</b>	<b>313,399</b>	<b>3,138,609</b>	<b>3,765,946</b>	<b>83.34%</b>	<b>0.01%</b>	<b>321</b>
<b>Total Operating Revenue</b>	<b>753,494</b>	<b>7,636,663</b>	<b>9,235,116</b>	<b>82.69%</b>	<b>-0.64%</b>	<b>(59,267)</b>
<b>Operating Expense:</b>						
Water Expenditures	257,683	2,546,661	3,252,093	78.31%	5.02%	163,417
Admin. and General Expenditures	87,313	940,106	1,134,854	82.84%	0.49%	5,606
Depreciation	22,763	227,788	295,165	77.17%	6.16%	18,183
<b>Total Water Operating Expenses</b>	<b>367,759</b>	<b>3,714,555</b>	<b>4,682,112</b>	<b>79.34%</b>	<b>4.00%</b>	<b>187,206</b>
Sanitary Sewer Expenditures	258,908	2,697,370	3,253,405	82.91%	0.42%	13,801
Admin. and General Expenditures	23,827	225,967	354,954	63.66%	19.67%	69,828
Depreciation	5,888	58,406	70,575	82.76%	0.58%	407
<b>Total Sewer Operating Expenses</b>	<b>288,623</b>	<b>2,981,743</b>	<b>3,678,934</b>	<b>81.05%</b>	<b>2.28%</b>	<b>84,036</b>
<b>Total Operating Expenses</b>	<b>656,382</b>	<b>6,696,298</b>	<b>8,361,046</b>	<b>80.09%</b>	<b>3.24%</b>	<b>271,242</b>
<b>Operating Income (Loss)</b>	<b>97,112</b>	<b>940,365</b>	<b>874,070</b>	<b>107.58%</b>	<b>24.25%</b>	<b>211,975</b>
<b>Non-operating Income (Expense):</b>						
Water Property Taxes & Assessments	44,528	410,312	517,611	79.27%	-4.06%	(21,031)
Water Investment Interest	9,591	96,899	49,648	195.17%	111.84%	55,526
Other Non-operating Water Income (Expense)	4,363	29,358	34,080	86.14%	2.81%	958
<b>Total Water Non-Operating Income (Expenses)</b>	<b>58,482</b>	<b>536,569</b>	<b>601,339</b>	<b>89.23%</b>	<b>5.90%</b>	<b>35,453</b>
Sewer Property Taxes & Assessments	19,083	236,313	221,833	106.53%	23.19%	51,452
Sewer Investment Interest	13,747	134,517	74,471	180.63%	97.30%	72,458
<b>Total Sewer Non-Operating Income (Expenses)</b>	<b>32,830</b>	<b>370,830</b>	<b>296,304</b>	<b>125.15%</b>	<b>41.82%</b>	<b>123,910</b>
<b>Total Non-operating Income (Expense)</b>	<b>91,312</b>	<b>907,399</b>	<b>897,643</b>	<b>101.09%</b>	<b>17.75%</b>	<b>159,363</b>
<b>Net Income (Loss)</b>	<b>\$ 188,424</b>	<b>\$ 1,847,764</b>	<b>\$ 1,771,713</b>	<b>104.29%</b>	<b>20.96%</b>	<b>\$ 371,337</b>

**Westborough Water District**  
**Water Fund Schedule of Income and Expense - Budget to Actual**  
**For the Ten Months Ended April 30, 2026**

	April	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Water Operating Revenue:</b>						
Water Sales (Note 3)	\$ 437,824	\$ 4,477,056	\$ 5,449,170	82.16%	-1.17%	\$ (63,919)
Misc. Operations	2,271	20,998	20,000	104.99%	21.66%	4,331
<b>Total Operating Revenue</b>	<b>440,095</b>	<b>4,498,054</b>	<b>5,469,170</b>	<b>82.24%</b>	<b>-1.09%</b>	<b>(59,588)</b>
<b>Water Operating Expense:</b>						
Salaries	33,683	351,866	435,382	80.82%	2.52%	10,952
Salaries Overtime	635	7,000	11,000	63.64%	19.70%	2,167
Benefits	8,529	116,668	158,416	73.65%	9.69%	15,345
OPEB Prefunding	-	-	3,140	0.00%	83.34%	2,617
Payroll Taxes	2,637	25,733	41,069	62.66%	20.67%	8,491
Technical Communications	683	8,612	12,325	69.87%	13.46%	1,659
Utilities	13,892	149,483	200,088	74.71%	8.62%	17,257
Supplies and Small Tools	480	8,565	15,450	55.44%	27.90%	4,310
Maintenance of Sytem	19,635	60,541	66,715	90.75%	-7.41%	(4,945)
Special Services	14,756	135,240	181,823	74.38%	8.95%	16,279
Vehicle Expense	1,596	12,414	35,865	34.61%	48.72%	17,474
Water Purchases	161,157	1,670,539	2,090,820	79.90%	3.43%	71,811
<b>Admin. and General Expenditures</b>						
Salaries	41,574	437,244	501,193	87.24%	-3.91%	(19,583)
Salaries-Temporary	-	-	2,120	0.00%	83.35%	1,767
Salaries-Overtime	-	-	2,120	0.00%	83.35%	1,767
Employee Benefits	14,328	200,962	206,489	97.32%	-13.99%	(28,888)
Payroll Taxes	3,033	25,718	46,149	55.73%	27.61%	12,740
OPEB	-	-	4,752	0.00%	83.33%	3,960
Office Supplies and Postage	968	8,982	9,910	90.64%	-7.31%	(724)
Memberships	-	50,690	53,128	95.41%	-12.08%	(6,417)
Utilities	45	785	1,492	52.61%	30.70%	458
Telephone	311	3,038	3,808	79.78%	3.55%	135
Water Conservation	70	998	5,600	17.82%	65.52%	3,669
Building & Grounds Maintenance	1,251	8,444	12,649	66.76%	16.58%	2,097
Parking Rentals	315	3,150	3,969	79.37%	3.98%	158
Directors Fees	250	3,650	7,900	46.20%	37.13%	2,933
Engineering Services	4,233	26,344	50,619	52.04%	31.29%	15,839
Accounting	3,914	26,930	33,395	80.64%	2.69%	899
Legal	2,638	18,360	16,400	111.95%	-28.62%	(4,693)
Billing	959	25,960	43,285	59.97%	23.36%	10,111
Communications	3,351	17,739	23,184	76.51%	6.82%	1,581
Insurance	5,550	44,146	56,954	77.51%	5.82%	3,316
Bad Debts (Note 1)	-	20	1,000	2.00%	81.30%	813
Travel	1,593	7,058	15,815	44.63%	38.70%	6,121
Miscellaneous	398	10,229	10,118	101.10%	-17.77%	(1,798)
Banking and Cr. Card Fees	2,532	19,659	22,805	86.20%	-2.87%	(655)
<b>Total Admin. and General Expenditures</b>	<b>87,313</b>	<b>940,106</b>	<b>1,134,854</b>	<b>82.84%</b>	<b>0.49%</b>	<b>5,606</b>
Depreciation Expense	22,763	227,788	295,165	77.17%	6.16%	18,183
<b>Total Water Operating Expense</b>	<b>367,759</b>	<b>3,714,555</b>	<b>4,682,112</b>	<b>79.34%</b>	<b>4.00%</b>	<b>187,205</b>
<b>Water Operating Income (Loss)</b>	<b>72,336</b>	<b>783,499</b>	<b>787,058</b>	<b>99.55%</b>	<b>16.21%</b>	<b>127,617</b>
<b>Water Non-operating Income (Expense):</b>						
Property Taxes	44,528	410,312	517,611	79.27%	-4.06%	(21,031)
Investment Interest	9,591	96,899	49,648	195.17%	111.84%	55,526
Other Non-Operating Water Income (Expense)	4,363	29,358	34,080	86.14%	2.81%	958
<b>Total Non-operating Income (Expense)</b>	<b>58,482</b>	<b>536,569</b>	<b>601,339</b>	<b>89.23%</b>	<b>5.90%</b>	<b>35,453</b>
<b>Net Income (Loss)</b>	<b>\$ 130,818</b>	<b>\$ 1,320,068</b>	<b>\$ 1,388,397</b>	<b>95.08%</b>	<b>11.75%</b>	<b>\$ 163,070</b>

**Westborough Water District**  
**Sewer Fund Schedule of Income and Expense - Budget to Actual**  
**For the Ten Months Ended April 30, 2026**

	April	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Sanitary Sewer Operating Revenue:</b>						
Sewer Svc. and Transfer Charges	\$ 313,399	\$ 3,138,609	\$ 3,765,946	83.34%	0.01%	\$ 321
<b>Total Operating Revenue</b>	<b>313,399</b>	<b>3,138,609</b>	<b>3,765,946</b>	<b>83.34%</b>	<b>0.01%</b>	<b>321</b>
<b>Sanitary Sewer Operating Expense:</b>						
Treatment & Disposal	249,493	2,494,927	2,993,912	83.33%	0.00%	-
Utilities	9,415	117,893	162,547	72.53%	10.80%	17,563
Repair of Pipelines	-	-	5,000	0.00%	83.34%	4,167
Repair of Pumps	-	3,119	21,000	14.85%	68.48%	14,381
Miscellaneous Sewer Expenses	-	81,431	70,946	114.78%	-31.45%	(22,310)
<b>Admin. and General Expenditure</b>						
Salaries	5,991	63,546	104,138	61.02%	22.31%	23,236
Employee Benefits	824	21,883	45,530	48.06%	35.27%	16,059
Payroll Taxes	651	4,109	10,120	40.60%	42.73%	4,324
OPEB Prefunding	-	-	489	0.00%	83.44%	408
Office Supplies and Postage	415	3,859	4,247	90.86%	-7.53%	(320)
Memberships	-	92	492	18.70%	64.63%	318
Telephone	133	1,302	1,632	79.78%	3.55%	58
Water Conservation	30	428	2,400	17.83%	65.50%	1,572
Building & Grounds Maintenance	37	1,162	2,489	46.69%	36.64%	912
Parking Rentals	135	1,350	1,701	79.37%	4.00%	68
Directors Fees	250	3,250	4,400	73.86%	9.48%	417
Engineering Services	63	5,932	19,250	30.82%	52.52%	10,110
Accounting	3,914	26,930	33,395	80.64%	2.69%	899
Legal	1,916	12,862	16,400	78.43%	4.91%	805
Billing	405	12,602	18,551	67.93%	15.40%	2,857
Communications	3,351	17,072	24,853	68.69%	14.64%	3,639
Insurance	5,549	44,145	56,954	77.51%	5.82%	3,317
Bad Debts (Note 1)	-	20	1,000	2.00%	81.30%	813
Miscellaneous	62	3,439	4,379	78.53%	4.75%	208
Banking and Cr. Card Fees	101	1,984	2,534	78.30%	5.05%	128
<b>Total Admin. and General Expenditures</b>	<b>23,827</b>	<b>225,967</b>	<b>354,954</b>	<b>63.66%</b>	<b>19.67%</b>	<b>69,828</b>
Depreciation Expense	5,888	58,406	70,575	82.76%	0.58%	407
<b>Total Sanitary Sewer Operating Expense</b>	<b>288,623</b>	<b>2,981,743</b>	<b>3,678,934</b>	<b>81.05%</b>	<b>2.28%</b>	<b>84,036</b>
<b>Sanitary Sewer Operating Income (Loss)</b>	<b>24,776</b>	<b>156,866</b>	<b>87,012</b>	<b>180.28%</b>	<b>96.95%</b>	<b>84,357</b>
<b>Sanitary Sewer Non-operating Income (Expense):</b>						
Property Taxes	19,083	236,313	221,833	106.53%	23.19%	51,452
Investment Interest	13,747	134,517	74,471	180.63%	97.30%	72,458
<b>Total Non-operating Income (Expense)</b>	<b>32,830</b>	<b>370,830</b>	<b>296,304</b>	<b>125.15%</b>	<b>41.82%</b>	<b>123,910</b>
<b>Net Income (Loss)</b>	<b>\$ 57,606</b>	<b>\$ 527,696</b>	<b>\$ 383,316</b>	<b>137.67%</b>	<b>54.33%</b>	<b>\$ 208,267</b>

WESTBOROUGH WATER DISTRICT  
INVESTMENT REPORT FOR PERIOD ENDING: MAY 31, 2026


LOCAL AGENCY INVESTMENT FUND  
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
Beginning Balance			\$6,296,598.56
5/28/2026	\$ (500,000.00)	Transfer funds to TCB (To cover vendor checks, including Skyline Tank #3 Retrofit)	\$5,796,598.56
Ending Balance			\$5,796,598.56

Total Investments Last Report Period = \$6,296,598.56  
Total Investments at End of Report Period = \$5,796,598.56

Effective Interest Rate: 3.811%  
(as of 04/26)

Approved by:



Patricia Mairena  
General Manager

PM/pm

*The investments of the Westborough Water District as of this date are in compliance with the District's Statement of Investment Policy as adopted by the Board on February 8, 1996. The District has a sufficient cash position to meet its expenditure requirements for the next six months.*



Local Agency Investment Fund  
 P.O. Box 942809  
 Sacramento, CA 94209-0001  
 (916) 653-3001

June 05, 2026

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

WESTBOROUGH WATER DISTRICT

GENERAL MANAGER  
 P.O. BOX 2747  
 SOUTH SAN FRANCISCO, CA 94083-2747

[Tran Type Definitions](#)

**Account Number:** 90-41-004

May 2026 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
5/28/2026	5/28/2026	RW	1800537	1761235	PATRICIA MAIRENA	-500,000.00

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	6,296,598.56
Total Withdrawal:	-500,000.00	Ending Balance:	5,796,598.56

WESTBOROUGH WATER DISTRICT  
INVESTMENT REPORT FOR PERIOD ENDING: MAY 31, 2026

MULTI-BANK SECURITIES, INC.  
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
		Beginning Balance	\$142,834.12
05/31/26	\$ (11.44)	Change in Account Value	\$142,822.68
		Ending Balance	\$142,822.68

Total Investments Last Report Period = \$142,834.12  
Total Investments at End of Report Period = \$142,822.68

Effective Interest Rate: 3.700%  
(to maturity - 10/08/26)

Approved by:



Patricia Mairena  
General Manager

PM/pm

*The investments of the Westborough Water District as of this date are in compliance with the District's Statement of Investment Policy as adopted by the Board on February 8, 1996. The District has a sufficient cash position to meet its expenditure requirements for the next six months.*

WESTBOROUGH WATER DISTRICT  
 PO BOX 2747  
 S SAN FRAN CA 94083-2747

Scan for  
 Online Access



May 1, 2026 - May 31, 2026  
 Account Number: RMB-023565

**Portfolio at a Glance**

	This Period
<b>BEGINNING ACCOUNT VALUE</b>	\$142,834.12
<b>Net Change in Portfolio<sup>1</sup></b>	-11.44
<b>ENDING ACCOUNT VALUE</b>	<b>\$142,822.68</b>
Estimated Annual Income	\$5,291.00

<sup>1</sup> Net Change in Portfolio is the difference between the ending account value and beginning account value after activity.

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**Asset Summary**

Percent	Asset Type	Last Period	This Period
100%	Fixed Income/Debt Securities	142,834.12	142,822.68
100%	<b>Account Total</b>	<b>\$142,834.12</b>	<b>\$142,822.68</b>

Please review your allocation periodically with your Account Executive.  
 Your Account is 100% invested in Fixed Income/Debt Securities.

**Client Service Information**

**Your Account Executive:** MBP  
 PAUL REHMUS  
 MULTI-BANK SECURITIES  
 1000 TOWN CENTER, STE 2300  
 SOUTHFIELD MI 48075-1239

**Contact Information**  
**Business:** (800) 967-4513  
**E-Mail:** customerservice@mbssecurities.com

**Client Service Information**  
**Service Hours:** Weekdays 09:00 a.m. - 05:00 p.m. (EST)  
**Client Service Telephone Number:** (800) 967-9045  
**Web Site:** WWW.MBSSECURITIES.COM

## Your Account Information

### INVESTMENT OBJECTIVE

Investment Objective: NONE SPECIFIED

Please discuss your investment objective with your Account Executive.

### TAX LOT DEFAULT DISPOSITION METHOD

Default Method for Mutual Funds: First In First Out

Default Method for Stocks in a Dividend Reinvestment Plan: First In First Out

Default Method for all Other Securities: First In First Out

### BOND AMORTIZATION ELECTIONS

Amortize premium on taxable bonds based on Constant Yield Method: Yes

Accrual market discount method for all other bond types: Constant Yield Method

Include market discount in income annually: No

### ELECTRONIC DELIVERY

You have **not** enrolled any documents for electronic delivery. The following documents are available for electronic delivery:

Statements and Reports	Notifications	Tax Documents
Trade Confirmations	Prospectus	Proxy/Shareholder Communications

Please log in to your account or contact your Account Executive to make any changes to your electronic delivery preferences.

## Income and Expense Summary

	Current Period		Year-to-Date	
	Taxable	Non Taxable	Taxable	Non Taxable
<b>Interest Income</b>				
Bond Interest	0.00	0.00	2,638.25	0.00
<b>Total Income</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,638.25</b>	<b>\$0.00</b>

## Portfolio Holdings

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
<b>FIXED INCOME/DEBT SECURITIES 100.00% of Portfolio</b> (In Maturity Date Sequence)						
<b>Certificates of Deposit</b>						
VALLEY NATL BK PASSAIC N J CTF DEP 3.700% 10/08/26 B/E DTD 10/08/24 ACT/365 1ST CPN DTE 04/08/25 Security Identifier: 919853PF2	143,000.0000	99.8760	142,822.68	768.28	5,291.00	3.70%
<b>Total Certificates of Deposit</b>	143,000.0000		\$142,822.68	\$768.28	\$5,291.00	
<b>TOTAL FIXED INCOME/DEBT SECURITIES</b>	143,000.0000		\$142,822.68	\$768.28	\$5,291.00	
<b>Total Portfolio Holdings</b>			<b>Market Value</b> \$142,822.68	<b>Accrued Interest</b> \$768.28	<b>Estimated Annual Income</b> \$5,291.00	

## Portfolio Holdings Disclosures

### Pricing

This section includes the net market value of the securities in your account on a settlement date basis, including short positions, at the close of the statement period. The market prices, unless otherwise noted, have been obtained from independent vendor services, which we believe to be reliable. In some cases the pricing vendor may provide prices quoted by a single broker or market maker. Market prices do not constitute a bid or an offer, and may differ from the actual sale price. Securities for which a price is not available are marked "N/A" and are omitted from the Total.

THE AS OF PRICE DATE ONLY APPEARS WHEN THE PRICE DATE DOES NOT EQUAL THE STATEMENT DATE.

### Estimated Annual Figures

The estimated annual income (EAI) and estimated annual yield (EAY) figures are estimates and for informational purposes only. These figures are not considered to be a forecast or guarantee of future results. These figures are computed using information from providers believed to be reliable; however, no assurance can be made as to the accuracy. Since interest and dividend rates are subject to change at any time, and may be affected by current and future economic, political, and business conditions, they should not be relied on for making investment, trading, or tax decisions. These figures assume that the position quantities, interest and dividend rates, and prices remain constant. A capital gain or return of principal may be included in the figures for certain securities, thereby overstating them. Refer to [www.bny.com/pershing/us/en/disclosures.html](http://www.bny.com/pershing/us/en/disclosures.html) for specific details as to formulas used to calculate the figures. Accrued interest represents interest earned but not yet received.

### Reinvestment

The dollar amount of Mutual Fund distributions, Money Market Fund dividend income, Bank Deposit interest income, or dividends for other securities shown on your statement may have been reinvested. You will not receive confirmation of these reinvestments. Upon written request to your financial institution, information pertaining to these transactions, including the time of execution and the name of the person from whom your security was purchased, may be obtained. In dividend reinvestment transactions, Pershing acts as your agent and receives payment for order flow.

### Option Disclosure

Information with respect to commissions and other charges incurred in connection with the execution of option transactions has been included in confirmations previously furnished to you. A summary of this information is available to you promptly upon your written request directed to your introducing firm. In order to assist your introducing firm in maintaining current background and financial information concerning your option accounts, please promptly advise them in writing of any material change in your investment objectives or financial situation. Expiring options which are valuable are exercised automatically pursuant to the exercise by exception procedure of the Options Clearing Corporation. Additional information regarding this procedure is available upon written request to your introducing firm.

### Certificates of Deposit

Certificates of Deposit acquired through the Certificate of Deposit Account Registry Service ("CDARS") and held in your brokerage account are subject to Securities Investor Protection Corporation (SIPC) coverage. Please see additional information about SIPC under Important Information and Disclosures on this statement.

Please be advised that the secondary market for CDs is generally illiquid; the actual value of CDs may be different from their purchase price; and a significant loss of principal could result if your CDs are sold prior to maturity. In the event that the CDs listed above do not indicate a market valuation, an accurate market value could not be determined. In the event that a price is listed above for your CDs, Pershing has obtained a price from sources deemed to be reliable or has priced your CDs using a matrix formula. Prices are estimates and the actual value you may obtain for your CD may be different if you elect to sell your CD in the secondary market.

### Foreign Currency Transactions

Pershing will execute foreign currency transactions as principal for your account. Pershing may automatically convert foreign currency to or from U.S. dollars for dividends and similar corporate action transactions unless you instruct your financial organization otherwise. Pershing's currency conversion rate will not exceed the highest interbank conversion rate.

## Portfolio Holdings Disclosures (continued)

### Foreign Currency Transactions (continued)

identified from customary banking sources on the conversion date or the prior business day, increased by up to 1%, unless a particular rate is required by applicable law. Your financial organization may also increase the currency conversion rate. This conversion rate may differ from rates in effect on the date you executed a transaction, incurred a charge, or received a credit. Transactions converted by agents (such as depositories) will be billed at the rates such agents use.

### Proxy Vote

Securities not fully paid for in your margin account may be lent by Pershing to itself or others in accordance with the terms outlined in the Margin Agreement. The right to vote your shares held on margin may be reduced by the amount of shares on loan. The Proxy Voting Instruction Form sent to you may reflect a smaller number of shares entitled to vote than the number of shares in your margin account.

### Variable Rate Securities

Interest rate data for certain complex and/or variable rate securities is provided to Pershing by third-party data service providers pursuant to contractual arrangements. Although we seek to use reliable sources of information, the accuracy, reliability, timeliness, and completeness of interest rate data may vary sometimes, particularly for complex and/or variable rate securities and those with limited or no secondary market. As a result, we can offer no assurance as to the accuracy, reliability, timeliness, or completeness of interest rate data for such securities. Pershing may also occasionally make interest rate updates and adjustments based on its reasonable efforts to obtain accurate, reliable, timely, and/or complete interest rate data from other data sources, but we can similarly provide no assurance that those rates or adjustments will be accurate, reliable, timely, or complete.

When updated interest rate data is received from a third-party data service provider or adjusted by Pershing, the updated data will be reflected in various sources where interest rate data is used or viewed, including both paper and electronic communications and data sources. Prior use or communication of interest rate-related data will not be revised. Since variable interest rates may be subject to change at any time and are only as accurate as the data received from third-party data service providers or otherwise obtained by Pershing, interest rate data should not be relied on for making investment, trading, or tax decisions. All interest rate data and other information derived from and/or calculated using interest rates are not warranted as to accuracy, reliability, timeliness, or completeness and are subject to change without notice. Pershing disclaims any responsibility or liability to the fullest extent permitted by applicable law for any loss or damage arising from any reliance on or use of the interest rate data or other information derived from and/or calculated using interest rates in any way. You should request a current valuation for your securities from your financial adviser or broker prior to making a financial decision or placing an order or requesting a transaction in these securities.

### Structured Products

Structured products in this section are complex products and may be subject to special risks, which may include, but are not limited to: loss of initial investment; issuer credit risk; limited or no appreciation; risks associated with the underlying reference asset(s); no periodic payments; call prior to maturity (a redemption could affect the yield represented); early redemption fees or other applicable fees; price volatility resulting from issuer's and/or guarantor's credit quality; lower interest rates and/or yield compared to conventional debt with a comparable maturity; unique tax implications; concentration risk of owning the related security; limited or no secondary market; restrictions on transferability; conflicts of interest; and limits on participation in appreciation of underlying asset(s). To review a complete list of risks, please refer to the offering documents for the structured product. For more information about the risks specific to your structured products, you should contact your financial institution or advisor. Certain structured products are designed to make periodic distributions to you and any such structured product distributions you receive will be listed in the Transactions section of your statement. Structured product distributions may be listed there as "Bond Interest Received"; however, this description is not intended to reflect a determination as to either the asset classification of the product or the U.S. tax treatment of such distributions.

## Activity Summary (All amounts shown are in base currency)

	Credits This Period	Debits This Period	Net This Period	Credits Year-to-Date	Debits Year-to-Date	Net Year-to-Date
<b>Dividends and Interest</b>	\$0.00	\$0.00	\$0.00	\$2,638.25	\$0.00	\$2,638.25
<b>Cash</b>						
Withdrawals	0.00	0.00	0.00	0.00	-2,638.25	-2,638.25

**Activity Summary (continued)**

	Credits This Period	Debits This Period	Net This Period	Credits Year-to-Date	Debits Year-to-Date	Net Year-to-Date
<b>Total Cash</b>	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,638.25	-\$2,638.25
<b>Totals</b>	\$0.00	\$0.00	\$0.00	\$2,638.25	-\$2,638.25	\$0.00

**Messages**

Although a money market mutual fund (money fund) seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in a money fund. The money fund's sponsor has no legal obligation to provide financial support to a money fund, and you should not expect that the sponsor will provide financial support to a money fund at any time, including during periods of market stress. Although no money fund's board has current intentions to impose a fee upon the sale of shares, each board reserves the ability to impose liquidity fees if it determines it's in the best interest of the fund. Pursuant to SEC Rule 10b-10(b)(1) confirmations are not sent for purchases into money funds processed on the sweep platform. Pursuant to applicable regulation, account statements will be produced monthly or quarterly. Federal Deposit Insurance Corporation (FDIC) eligible bank deposit sweep products automatically deposit any available cash into FDIC member banks where those balances are eligible for pass-through FDIC insurance coverage on swept balances, based on account type pursuant to FDIC regulation and subject to certain conditions. The name and amount at each FDIC member bank holding balances in FDIC eligible bank deposit sweep products are reported in the section of this statement titled "FDIC Eligible Bank Deposits" on or around the 15th day of each calendar month (Reporting Date). The bank deposit sweep balances available on the Reporting Date may not reflect changes to your bank sweep deposit balances between the Reporting Date and the calendar month end. Balances in FDIC member banks in bank deposit sweep products are not protected by Securities Investor Protection Corporation (SIPC). Shares of a money fund or the balance of a bank deposit product held in your brokerage account may be liquidated upon request with the proceeds credited to your brokerage account. Please see the money fund's prospectus or the bank deposit product's disclosure document or contact your advisor for additional information.

**Important Information and Disclosures**

The Role of Pershing

- **Pershing LLC, member FINRA, NYSE, carries your account as clearing broker pursuant to a clearing agreement with your financial institution.** Pershing is not responsible or liable for any acts or omissions of your financial institution or its employees and it does not supervise them. Pershing provides no investment advice nor does it assess the suitability of any transaction or order. Pershing acts as the agent of your financial institution and you agree that you will not hold Pershing or any person controlling or under common control with it liable for any investment losses incurred by you.
- Pershing performs several key functions at the direction of your financial institution. It acts as custodian for funds and securities you may deposit with it directly or through your financial institution or that it receives as the result of securities transactions it processes.
- Your financial institution is responsible for adherence to the securities laws, regulations and rules which apply to it regarding its own operations and the supervision of your account, its sales representatives and other personnel. Your financial institution is also responsible for approving the opening of accounts and obtaining account documents; the acceptance and, in certain instances, execution of securities orders; the assessment of the suitability of those transactions, where applicable; the rendering of investment advice, if any, to you and in general, for the ongoing relationship that it has with you.
- Inquiries concerning the positions and balances in your account may be directed to the **Pershing Customer Service Department at (201) 413-3333**. All other inquiries regarding your account or activity should be directed to your financial institution. Your financial organization's contact information can be found on the first page of this statement.
- For a description of other functions performed by Pershing please consult the Disclosure Statement provided to you upon the opening of your account. This notice is not meant as a definitive enumeration of every possible circumstance, but as a general disclosure. If you have any questions regarding this notice or if you would like additional copies of the Disclosure Statement, please contact your financial institution.

3.C.8

## Important Information and Disclosures (continued)

### The Role of Pershing (continued)

- Pershing is a member of the Securities Investor Protection Corporation (SIPC®). Please note that SIPC does not protect against loss due to market fluctuation. An explanatory brochure is available upon request at [www.sipc.org](http://www.sipc.org). In addition to SIPC protection, Pershing provides coverage in excess of SIPC limits. For more detailed information please visit: [www.bny.com/pershing/us/en/about/strength-and-stability.html](http://www.bny.com/pershing/us/en/about/strength-and-stability.html)
- This statement will be deemed conclusive. You are advised to report any inaccuracy or discrepancy (including unauthorized trading) promptly, but no later than ten days after receipt of this statement, to your financial organization and Pershing. Please be advised that any oral communication should be re-confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.
- Your financial organization's contact information can be found on the first page of this statement. Pershing's contact information is as follows: **Pershing LLC, Legal Department, One Pershing Plaza, Jersey City, New Jersey 07399; (201) 413-3330.** Errors and Omissions excepted.

### Important Arbitration Disclosures

- All parties to this agreement are giving up the right to sue each other in court, including the right to a trial by jury, except as provided by the rules of the arbitration forum in which a claim is filed.
- Arbitration awards are generally final and binding; a party's ability to have a court reverse or modify an arbitration award is very limited.
- The ability of the parties to obtain documents, witness statements and other discovery is generally more limited in arbitration than in court proceedings.
- The arbitrators do not have to explain the reason(s) for their award, unless, in an eligible case, a joint request for an explained decision has been submitted by all parties to the panel at least 20 days prior to the first scheduled hearing date.
- The panel of arbitrators will typically include a minority of arbitrators who were or are affiliated with the securities industry.
- The rules of some arbitration forums may impose time limits for bringing a claim in arbitration. In some cases, a claim that is ineligible for arbitration may be brought in court.
- The rules of the arbitration forum in which the claim is filed, and any amendments thereto, shall be incorporated into this agreement.

### Important Arbitration Agreement

Any controversy between you and Pershing LLC shall be submitted to arbitration before the Financial Industry Regulatory Authority. No person shall bring a putative or certified class action to arbitration, nor seek to enforce any predispute arbitration agreement against any person who has initiated in court a putative class action, who is a member of a putative class who has not opted out of the class with respect to any claims encompassed by the putative class action until; (I) the class certification is denied; (II) the class is decertified; or (III) the client is excluded from the class by the court. Such forbearance to enforce an agreement to arbitrate shall not constitute a waiver of any rights under this agreement except to the extent stated herein. The laws of the State of New York govern.

Pershing's contact information is as follows: **Pershing LLC, Legal Department, One Pershing Plaza, Jersey City, New Jersey 07399; (201) 413-3330.**

3.C.9

## CLAIMS REGISTER: MAY 2026

### 1. GENERAL ACCOUNT FUND:

Total from Cash Disbursements \$ 414,073.97

*Checks Issued During Month:*

ACWA-JPIA (Health Benefits & Ins.-06/26)	15,656.16
Aqua-Metric Sales (Annual Sensus Software Support Agmt, 02/26-02/27)	4,511.04
AT&T Mobility (Field & Office Cell Phones, 04/03-05/02)	347.92
CalPERS ( Retirement Contributions-05/15/26)	6,639.95
CalPERS ( Retirement Contributions-05/31/26)	6,639.98
Chavan & Associates, LLP (Accounting Services 03/26)	2,750.00
Colina Association (Three Parking Spaces Rental, 06/26)	450.00
Direct Line (Answering Service, 04/15-05/14)	340.84
EFTPS (Employment Taxes-05/15/26)	11,637.81
EFTPS (Employment Taxes-05/31/26)	12,113.48
EDD (Employment Taxes-05/15/26)	2,793.74
EDD (Employment Taxes-05/31/26)	2,905.96
Encinal Tree Service (Removal of (5) Trees at Skyline Tank Site)	3,000.00
Hanson Bridgett LLP (Special Legal Services & Monthly Retainer-04/26)	2,090.00
Home Depot Credit Services (Field Supplies to 05/13/26)	500.62
Lowe's Business (Field Supplies to 05/17/26)	217.48
Mairena, Patricia (GM Mairena's Internet Services, 04/27-05/26, 04/26 Membership Dues & ACWA Spring Conference 2026 - Meals)	198.86
Xerox Business Solutions (Xerox Copier Maintenance Agreement, 04/19-05/18)	71.75
O'Reilly Auto Parts (Field Truck Supplies)	10.31
PG&E (Summary Bill to 05/19/26)	22,168.33
Quadient Leasing USA, Inc. (Postage Meter Rental, 06/26-09/26)	177.15
SF Underground Inc (Emergency Repair at 3500 Callan Bl & Concrete Repair at 2491 Wexford Av)	19,700.00
SF Water Dept. (Water Purchases, 04/07-05/06)	162,149.40
So. SF Scavengers (Garbage Services, 04/26)	125.07
Telstar Instruments, Inc. (Services at Skyline P.S., 03/19-03/26 )	3,119.25
Tri Counties Bank (Monthly Credit Card Charges Thur 04/30/26)	1,575.09
WEX Bank (Wright Express-Gas Purchases to 05/15/26)	892.75

**SUB-TOTAL** **\$ 696,856.91**

*Updated Checks Voided During Month:*

Telstar Instruments, Inc. Voided & Re-Issued ck.#026697 (#026776)	(3,119.25)
---	------------

**TOTAL CLAIMS REGISTER AMOUNT** **\$ 693,737.66**

VENDOR I.D.: AMU01 (AMUZIE, DON)

Invoice No	Description	Invoice Date	Actual Period	G/L	Account #	Gross Amount	Discount Amount	Net Amount
050126-	DIRECTOR AMUZIE'S INTERNET SERVICE, 05/10-06/09	05/01/26	06-26	A	59450	65.00	.00	65.00
		05/01/26	12-26					
060126-	ACWA 2026 SPRING CONF. REIMB. EXPENSES	06/01/26	06-26	A	59450	220.67	.00	220.67
		06/01/26	12-26					
** Vendor's Subtotal ----->						285.67	.00	285.67

VENDOR I.D.: BAU02 (BAUTISTA, PERRY H.)

052226-	DIRECTOR BAUTISTA'S INTERNET SERVICE, 06/26	05/22/26	06-26	A	59450	65.00	.00	65.00
		05/22/26	12-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: CAS01 (PETTY CASH)

053126-	MISC. EXPENSES, 05/26	05/31/26	06-26	A	59450	44.49	.00	44.49
		05/31/26	12-26					
** Vendor's Subtotal ----->						44.49	.00	44.49

VENDOR I.D.: CHA04 (CHAMBERS, TOM)

051126-	DIRECTOR CHAMBERS' INTERNET SERVICE, 05/16-06/15	05/11/26	06-26	A	59450	65.00	.00	65.00
		05/11/26	12-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: CHI03 (CHIN, ROBERT W.)

052926-	ONE WWD HET REBATE FOR ACCT NO CHI0033	05/29/26	06-26	A	59450	50.00	.00	50.00
		05/29/26	12-26					
** Vendor's Subtotal ----->						50.00	.00	50.00

VENDOR I.D.: DAI02 (DAILY JOURNAL CORPORATION)

B4041218-	PUBLISHING OF ORDINANCE NO 77	05/12/26	06-26	A	59450	6607.06	.00	6607.06
		05/12/26	12-26					
B4041221-	PUBLISHING OF ORDINANCE NO 78	05/11/26	06-26	A	59450	1863.53	.00	1863.53
		05/11/26	12-26					
** Vendor's Subtotal ----->						8470.59	.00	8470.59

VENDOR I.D.: ERL01 (EKI ENVIRONMENT & WATER, INC.)

C50069-05-	PREPARE 2025 URBAN WATER MGMT PLAN THRU 04/30/26	06/05/26	06-26	A	59450	17500.00	.00	17500.00
		06/05/26	12-26					
** Vendor's Subtotal ----->						17500.00	.00	17500.00

VENDOR I.D.: EUR02 (EURO STYLE MANAGEMENT)

060426-	WIP-SKYLINE TANK #3 RETROFIT, PRGRESS PYMT #8	06/04/26	06-26	A	59450	246244.94	.00	246244.94
		06/04/26	12-26					
** Vendor's Subtotal ----->						246244.94	.00	246244.94

VENDOR I.D.: LAU01 (LAUNCH! CONSULTING)

010217265-	CONSULTING SERVICES, ERP UPDATE & TRAINING	05/31/26	06-26	A	59450	24205.50	.00	24205.50
		05/31/26	12-26					
** Vendor's Subtotal ----->						24205.50	.00	24205.50

VENDOR I.D.: MED01 (MEDINA, JANET)

Invoice No	Description	Invoice Date	Actual Period	G/L	Account #	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal Tm					
050126-	DIRECTOR MEDINA'S INTERNETB SERVICE, 05/10-06/09	05/01/26	06-26	A	59450	65.00	.00	65.00
		05/01/26	12-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: PAC08 (PACHECO, TERESA)

060326-	ONE WWD HET REBATE FOR AACT NO PAC0018	06/03/26	06-26	A	59450	50.00	.00	50.00
		06/03/26	12-26					
** Vendor's Subtotal ----->						50.00	.00	50.00

VENDOR I.D.: PAX01 (PAKPOUR CONSULTING GROUP, INC.)

5009-	ENGINEERING SERVICES, 05/26	06/04/26	06-26	A	59450	53179.38	.00	53179.38
		06/04/26	12-26					
** Vendor's Subtotal ----->						53179.38	.00	53179.38

VENDOR I.D.: PRE01 (PRECISE PRINTING AND MAILING)

30569-	PRINTING & MAILING OF 03/15/26 BILLS	03/17/26	06-26	A	59450	1021.27	.00	1021.27
		03/17/26	12-26					
30696-	PRINTING & MAILING OF 05/15/26 BILLS	05/20/26	06-26	A	59450	1021.27	.00	1021.27
		05/20/26	12-26					
** Vendor's Subtotal ----->						2042.54	.00	2042.54

VENDOR I.D.: RIC03 (RICHARDS, JULIE L)

043026-	DIRECTOR RICHARDS' INTERNET SERVICE, 05/26	04/30/26	06-26	A	59450	65.00	.00	65.00
		04/30/26	12-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: SEL01 (SELERUM, INC.)

63508-	CYBERSECURITY REVIEW & IMPROVEMENTS	05/15/26	06-26	A	59450	355.00	.00	355.00
		05/15/26	12-26					
63653-	SONICWALL AWS & HELPED CPA'S W/ REMOTE ACCESS	06/01/26	06-26	A	59450	760.00	.00	760.00
		06/01/26	12-26					
** Vendor's Subtotal ----->						1115.00	.00	1115.00

VENDOR I.D.: UNI02 (UNITED STATES POSTAL SERV)

060526-	BILLING, BULK MAILING, PERMIT #419	06/05/26	06-26	A	59450	5000.00	.00	5000.00
		06/05/26	12-26					
** Vendor's Subtotal ----->						5000.00	.00	5000.00

VENDOR I.D.: WES02 (W.W.D. PAYROLL ACCOUNT)

053126-	PAYROLL TRANSFER, 05/26	05/31/26	06-26	A	59450	54439.04	.00	54439.04
		05/31/26	12-26					
** Vendor's Subtotal ----->						54439.04	.00	54439.04

VENDOR I.D.: WON03 (WALTON WONG)

052226-	THREE WWD HET REBATES FOR ACCT NO WON0150	05/22/26	06-26	A	59450	150.00	.00	150.00
		05/22/26	12-26					
** Vendor's Subtotal ----->						150.00	.00	150.00

VENDOR I.D.: \P005 (SHEREEN YABUT FERNANDEZ )

Invoice No	Description	Invoice	Actual	G/L	Account #	Gross	Discount	Net
		Date	Period					
000C60501-	MQ CUSTOMER REFUND FOR FER0061	06/01/26	06-26	Z	59450	68.04	.00	68.04
		06/01/26	12-26					
** Vendor's Subtotal ----->						68.04	.00	68.04

VENDOR I.D.: \G006 (JOYCE W. GRAY )

000C60501-	MQ CUSTOMER REFUND FOR GRA0009	06/01/26	06-26	Z	59450	17.02	.00	17.02
		06/01/26	12-26					
** Vendor's Subtotal ----->						17.02	.00	17.02

VENDOR I.D.: \H005 (RONALD HUI )

000C60501-	MQ CUSTOMER REFUND FOR HUI0025	06/01/26	06-26	Z	59450	120.36	.00	120.36
		06/01/26	12-26					
** Vendor's Subtotal ----->						120.36	.00	120.36

VENDOR I.D.: \N003 (MAHA NABER )

000C60501-	MQ CUSTOMER REFUND FOR NAB0002	06/01/26	06-26	Z	59450	103.44	.00	103.44
		06/01/26	12-26					
** Vendor's Subtotal ----->						103.44	.00	103.44

VENDOR I.D.: \P012 (ELEAZAR PANOPIO )

000C60501-	MQ CUSTOMER REFUND FOR PAN0048	06/01/26	06-26	Z	59450	57.53	.00	57.53
		06/01/26	12-26					
** Vendor's Subtotal ----->						57.53	.00	57.53

VENDOR I.D.: \P013 (SANDRA PON )

000C60501-	MQ CUSTOMER REFUND FOR PON0017	06/01/26	06-26	Z	59450	131.66	.00	131.66
		06/01/26	12-26					
** Vendor's Subtotal ----->						131.66	.00	131.66

VENDOR I.D.: \P014 (YIN PUN )

000C60501-	MQ CUSTOMER REFUND FOR PUN0012	06/01/26	06-26	Z	59450	120.36	.00	120.36
		06/01/26	12-26					
** Vendor's Subtotal ----->						120.36	.00	120.36

VENDOR I.D.: \R006 (TIFFANY LEUNG & JEFF REMOLADOR)

000C60501-	MQ CUSTOMER REFUND FOR REM0004	06/01/26	06-26	Z	59450	81.24	.00	81.24
		06/01/26	12-26					
** Vendor's Subtotal ----->						81.24	.00	81.24

VENDOR I.D.: \R007 (CHRISTINE RODRIGUES )

000C60501-	MQ CUSTOMER REFUND FOR ROD0065	06/01/26	06-26	Z	59450	67.01	.00	67.01
		06/01/26	12-26					
** Vendor's Subtotal ----->						67.01	.00	67.01

VENDOR I.D.: \W001 (SHOUDA WANG )

Control Date.: 06/08/26 Posting Period.: 06-26 Fiscal Period.: {12-26} Cash Account No.: 13110

VENDOR I.D.: \W001 (SHOUA WANG )

Invoice No	Description	Invoice Date	Actual Period	G/L Tm	Account #	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal					
000C60501-	MQ CUSTOMER REFUND FOR WAN0062	06/01/26	06-26	Z	59450	51.44	.00	51.44
		06/01/26	12-26					
** Vendor's Subtotal ----->						51.44	.00	51.44

VENDOR I.D.: \W010 (JACQUELYN WING )

000C60501-	MQ CUSTOMER REFUND FOR WIN0005	06/01/26	06-26	Z	59450	50.26	.00	50.26
		06/01/26	12-26					
** Vendor's Subtotal ----->						50.26	.00	50.26

VENDOR I.D.: \W013 (IRIS WONG )

000C60501-	MQ CUSTOMER REFUND FOR WON0368	06/01/26	06-26	Z	59450	139.33	.00	139.33
		06/01/26	12-26					
** Vendor's Subtotal ----->						139.33	.00	139.33

VENDOR I.D.: \W014 (ALEXANDER HILL & KRISTIAN WRIGHT)

000C60501-	MQ CUSTOMER REFUND FOR WRI0005	06/01/26	06-26	Z	59450	4.25	.00	4.25
		06/01/26	12-26					
** Vendor's Subtotal ----->						4.25	.00	4.25

VENDOR I.D.: \Z005 (BO ZHANG )

000C60501-	MQ CUSTOMER REFUND FOR ZHA0023	06/01/26	06-26	Z	59450	24.88	.00	24.88
		06/01/26	12-26					
** Vendor's Subtotal ----->						24.88	.00	24.88

\*\* Report's Total -----> 414073.97 .00 414073.97  
 =====

\*\* Total Vendors On This Report -----> 32  
 =====

\*\* Total Vendors Needing Checks -----> 32  
 =====

Code Title  
 A IMMEDIATE

# PUBLIC HEARING FOR THE 2025 URBAN WATER MANAGEMENT PLAN

11 June 2026



6.A.1

# PRESENTATION OUTLINE

- Urban Water Management Plan (UWMP) Overview
- 2025 UWMP Highlights
- Conclusions and Next Steps

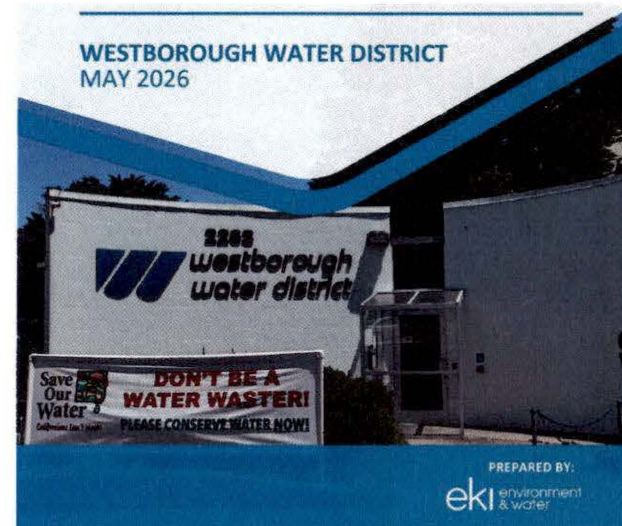
PUBLIC DRAFT

2025

## URBAN WATER MANAGEMENT PLAN



WESTBOROUGH WATER DISTRICT  
MAY 2026



6.A.2



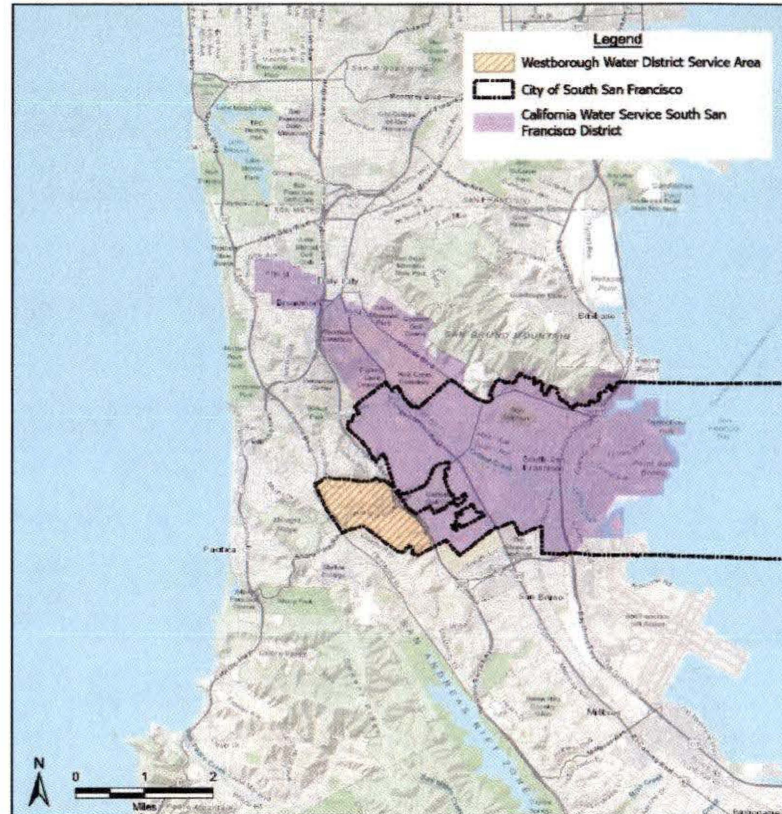
## UWMP OVERVIEW

- Required to be updated every 5 years and submitted to the California Department of Water Resources (DWR)
- State-mandated water supply and demand planning document (i.e., prerequisite to receive State funding such as grants)
- Foundation for Water Supply Assessments
- Key document that articulates long-term water planning strategy to the public and governing body – promotes the “value of water”
- Framework to discuss water shortage contingency planning, water rates, and other issues

6.A.3

# WESTBOROUGH WATER DISTRICT WATER SERVICE AREA

- Service area located in northern San Mateo County serving portions of the City of South San Francisco
- Approximately 3,958 service connections
- Supplied entirely by potable water from the San Francisco Public Utilities Commission (SFPUC) Regional Water System (RWS).



6.A.4

eki

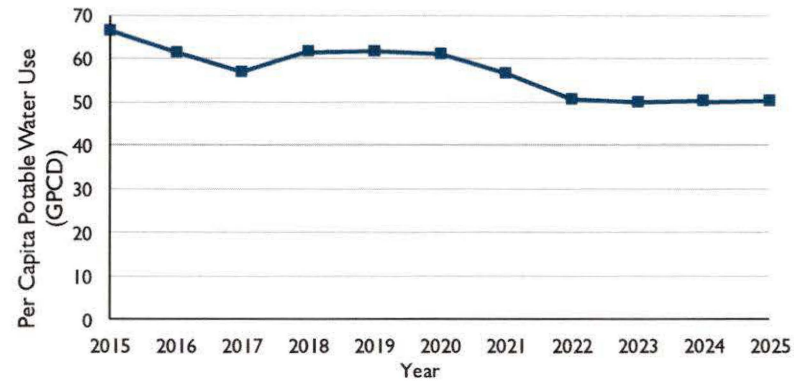
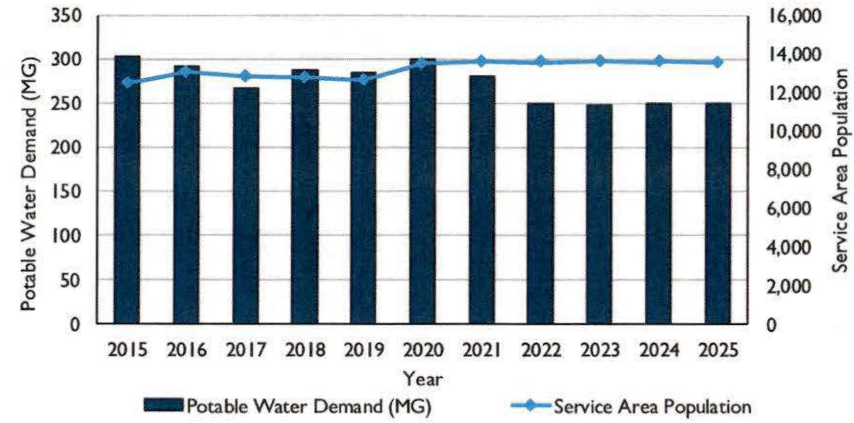
# HISTORICAL AND FUTURE WATER DEMAND

6.A.5



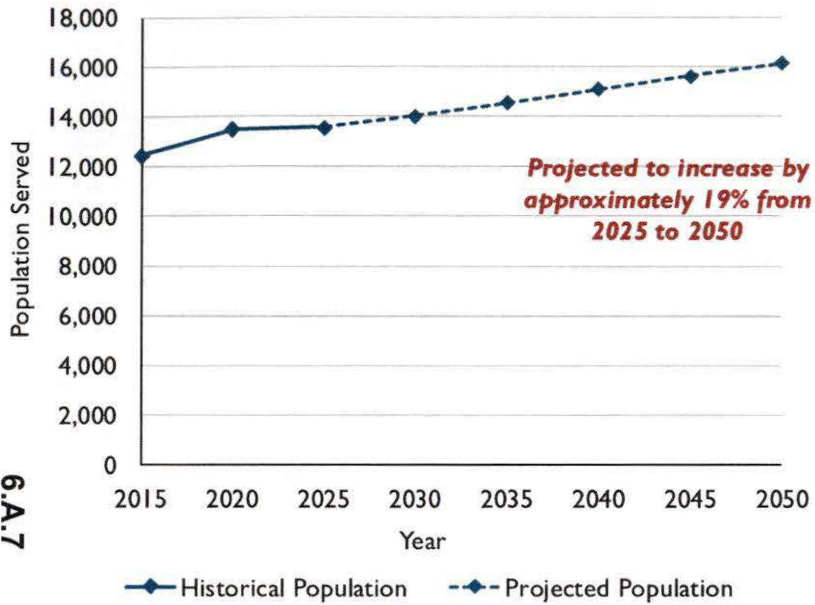
# HISTORICAL POPULATION AND WATER DEMAND

- Population remained relatively steady past five years
- Per capita water use reflective of decreased use during drought periods

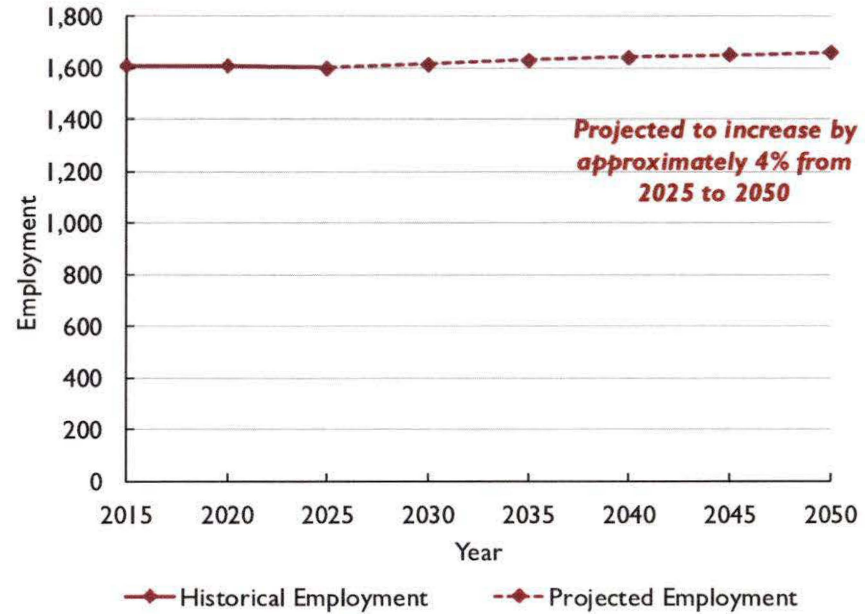


# SERVICE AREA DEMOGRAPHICS

## Historical and Projected Population

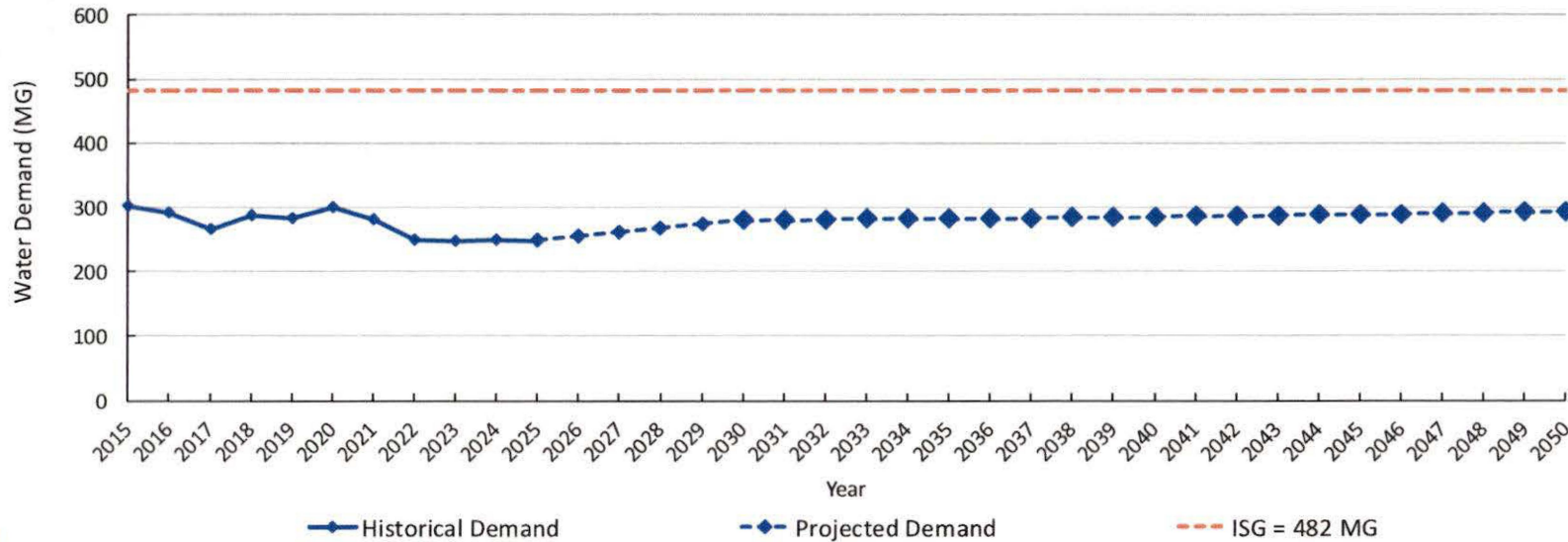


## Historical and Projected Employment



# FUTURE WATER DEMAND ESTIMATES

- Projections account for future population and employment growth and passive conservation savings
- Demands projected to increase 18% from 2025 to 2050



6.A.8



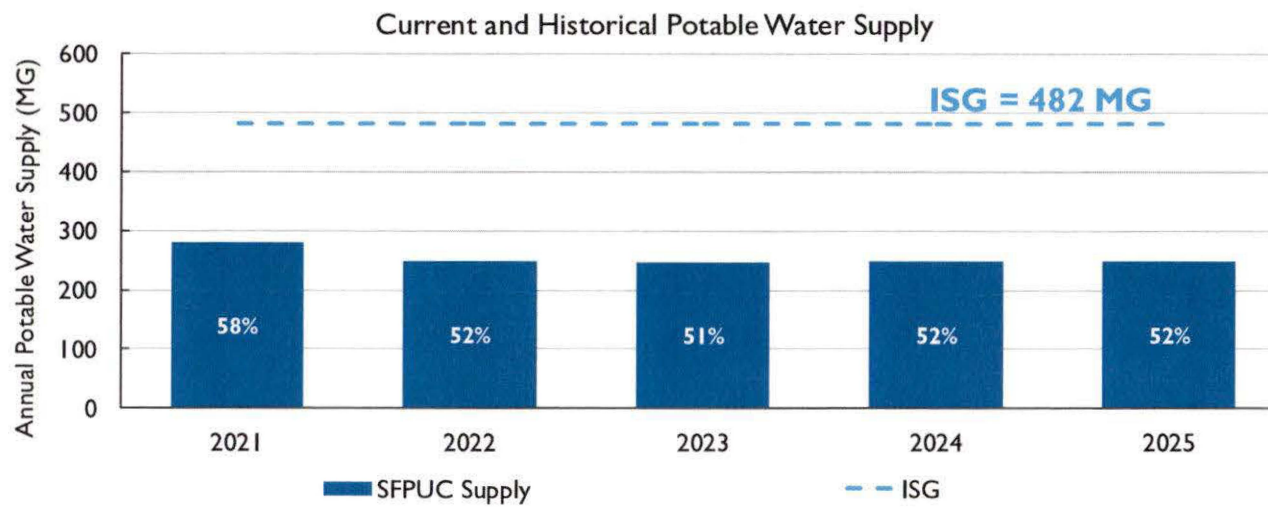
# WATER SUPPLY AND RELIABILITY

6.A.9



# SFPUC WATER IS SOLE SOURCE OF SUPPLY

- WWD has a perpetual Individual Supply Guarantee (ISG) of 1.32 MGD (482 MG) from SFPUC
- WWD purchases remained well below the ISG, between 51% and 58% of its ISG from 2021 to 2025



# BAY DELTA PLAN IMPACTS ON SFPUC SUPPLY

- The Bay-Delta Plan (BDP) Amendment (adopted in 2018) establishes water quality objectives for rivers flowing to SF Bay / Sacramento–San Joaquin Delta
- Unimpaired flow releases would require 40-50% rationing from SFPUC RWS at normal or contract level water demands
- No immediate impact anticipated due to BDP implementation uncertainties
- SFPUC and stakeholders proposed Tuolumne Healthy Rivers & Landscapes (HRL) Program as an alternative to reduce supply impacts and protect the environment
  - No timeline has been provided for when the HRL will be considered for adoption by the State Water Resources Control Board

6.A.11

eki

# SFPUC PROVIDED WATER SUPPLY RELIABILITY PROJECTIONS

- WWD is 100% reliant on SFPUC RWS for its water supply
- As required by the Water Code, WWD relied on SFPUC and BAWSCA for water supply reliability information
- SFPUC provided two reliability projection scenarios:
  - (1) Implementation of BDP as written; SFPUC unable to meet their contractual Level of Service Goals
  - (2) No implementation of BDP; SFPUC is able to meet 100% of projected wholesale customer demand in all normal and dry year types
- SFPUC presents both scenarios in their UWMP and uses Scenario I in their DWR standardized table submittal
- BAWSCA agencies mirroring SFPUC approach

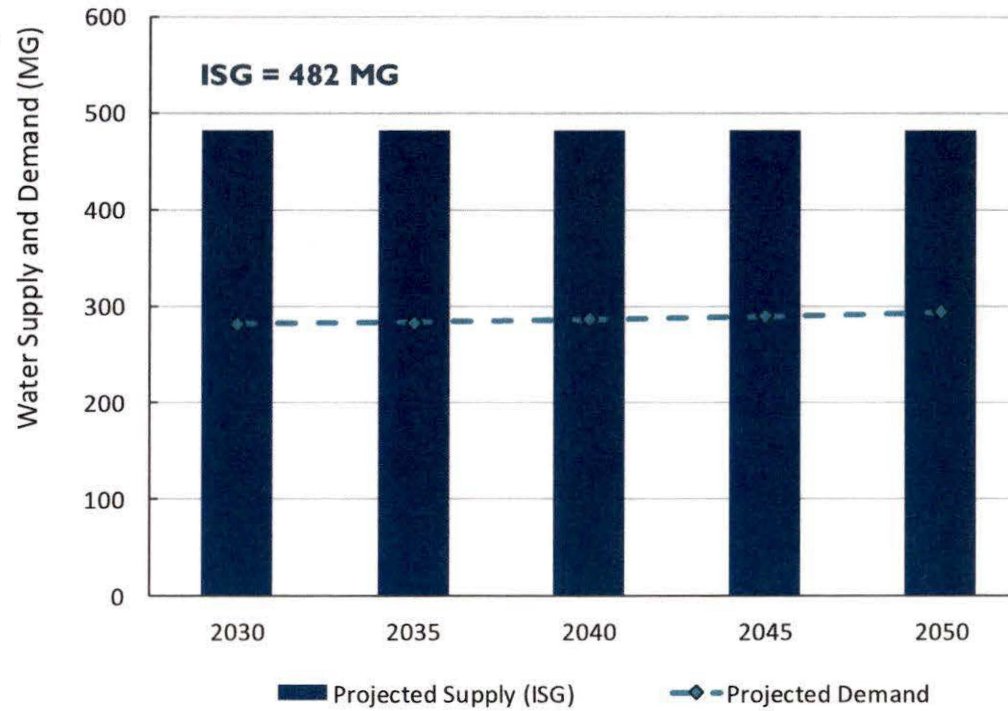
6.A.12

eki

# NORMAL YEAR SUPPLY SUFFICIENT TO MEET DEMANDS

- Potable supply available up to the WWD's ISG during normal years

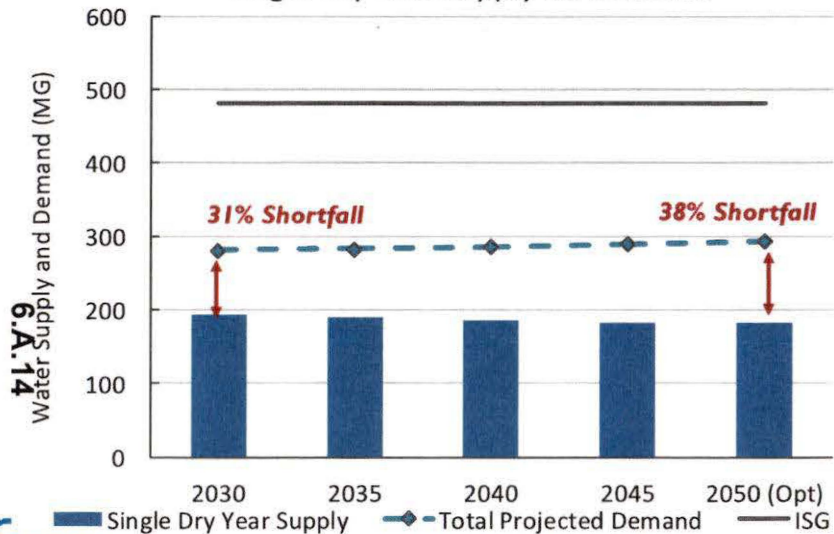
Normal Year Supply vs Demand



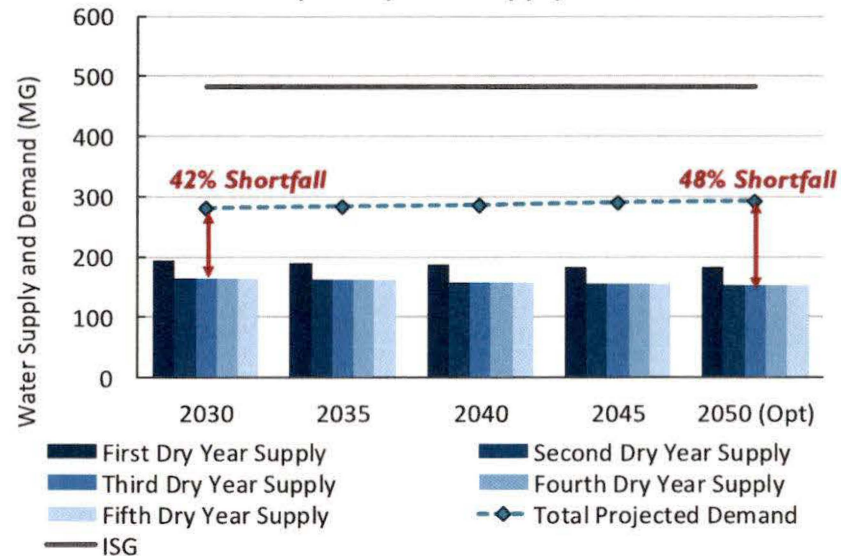
# BDP SCENARIO: SIGNIFICANT SUPPLY SHORTFALLS PROJECTED IN DRY YEARS

- There is no prescribed method to allocate water to or between wholesale agencies for shortages greater than 20%.
- BAWSCA assumed equal percentage cutbacks for UWMP planning purposes

Single Dry Year Supply vs. Demand



Multiple Dry Year Supply vs. Demand



# ADDRESSING PROJECTED SHORTAGES

- SFPUC common language addresses
  - No immediate impact on water supplies because of the inherent challenges in implementing the BDP
  - SFPUC's commitment to no more than 20% shortage
  - Water supply projects included in the Alternative Water Supply Planning Program (AWSP) and BAWSCA's Long-Term Reliable Water Supply Strategy 2050
- WWD Actions
  - (Through BAWSCA participation) advocate for SFPUC's AWSP and alternative to the BDP
  - Implemented water conservation programs
  - Implementation of its Water Shortage Contingency Plan during dry years

6.A.15

# WATER SHORTAGE CONTINGENCY PLAN

6.A.16



# WATER SHORTAGE CONTINGENCY PLAN (WSCP) - ELEMENTS

1. Water supply reliability analysis
2. Annual Assessment procedures
3. Six standard shortage stages
4. Shortage response actions
5. Communication protocols
6. Compliance and enforcement
7. Legal authorities
8. Financial consequences
9. Monitoring and reporting
10. WSCP refinement procedures

# SIX STANDARD STAGES

WSCP Stage	Percent Supply Reduction	Water Supply Condition
1	≤10%	<ul style="list-style-type: none"> <li>• Declaration by the Board of Directors upon the determination that the SFPUC or another governing authority (e.g., the SWRCB) has required a voluntary or mandatory reduction due to water supply shortages or an emergency.</li> <li>• The specific phase to be implemented depends on the severity of the water supply shortages or water emergency.</li> </ul>
2	10-20%	
3	20-30%	
4	30-40%	
5	40-50%	
6	>50%	

6.A.18



# WSCP GUIDING PRINCIPLES AND 2025 UPDATE

- Guiding Principals
  - *Eliminate water waste, prioritize the reduction of non-essential water uses, and preserve water uses that are essential to the health, safety, welfare, and economic vitality of WWD's customers during periods of water shortage.*
- 2025 WSCP updates are minor adjustments
  - Bring information up to date with 2025 UWMP contents
  - Incorporate actual measures implemented during 2021-2023 drought
  - Expand list of public outreach and emergency response actions

# CONCLUSIONS, SCHEDULE, AND NEXT STEPS

6.A.20



## KEY TAKE-AWAYS

- WWD's customers are becoming more water efficient over time
- Sufficient supplies available during normal non-drought years through 2050
- Uncertainties on dry-year supplies remain
  - Timeline on BDP implementation
  - Adoption of voluntary agreement (or other agreement)
  - Water supply allocation for shortages greater than 20%
- WWD is proactively managing water demands
- WWD's WSCP provides guidelines, actions, and procedures for managing water supply and demands during a water shortage from any cause

6.A.21

## OPTION TO UPDATE PLAN WITHIN THE NEXT 5 YEARS

- The State requires that UWMPs be updated every 5 years at a minimum
- Agencies have the option to update their plan more frequently if conditions change
- If a UWMP is NOT adopted by July 1, 2026, agencies would be ineligible to receive grant funds and state sponsored loans

# UWMP PREPARATION SCHEDULE

- Public Hearing and Adoption (June 11, 2026)
- Recommend Board to adopt the 2025 UWMP and WSCP
- Submittal to DWR (by July 1, 2026)
- Public Access
  - Final Draft available on WWD website within 30 days of submittal
  - WSCP included as standalone appendix

# QUESTIONS

Tina Wang, P.E.

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**RESOLUTION NO. 693**

**ADOPTING URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE  
CONTINGENCY PLAN**

**WESTBOROUGH WATER DISTRICT**

**WHEREAS**, the Urban Water Management Planning Act (California Water Code Sections 10610, et. seq.) requires each urban water supplier, such as the Westborough Water District, to prepare and adopt an Urban Water Management Plan (“UWMP”) and a Water Shortage Contingency Plan (“WSCP”) (collectively, the "Plans"); and

**WHEREAS**, the Urban Water Management Planning Act requires that each urban water supplier update these Plan at least once every five years; and

**WHEREAS**, the District engaged the firm of EKI Environment & Water to prepare the Plans for the District; and

**WHEREAS**, the District has made the Plans available for public inspection and has held a public hearing regarding the Plans as required by California Water Code Section 10642.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Westborough Water District hereby approves and adopts as the Urban Water Management Plan for the District the document entitled “2025 Urban Water Management Plan” as presented to the Board and attached to this Resolution.

**BE IT FURTHER RESOLVED** that the Board of Directors of the Westborough Water District hereby approves and adopts the Water Shortage Contingency Plan for the District the document entitled “Water Shortage Contingency Plan” as presented to the Board and attached to this Resolution.

**BE IT FURTHER RESOLVED** that the General Manager is authorized and directed to file a copy of the adopted Plans with the Department of Water Resources within 30 days of adoption as required by Water Code Section 10644.

PASSED AND ADOPTED this 11<sup>th</sup> day of June, 2026, by the following vote:

AYES:

NOES:

ABSENT:

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President, Board of Directors

ATTEST:

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Board Secretary

**Action Requested**

Staff requests that the Board of Directors hold a public hearing to receive any comments on Westborough's current vacancies and retention and hiring policies as required by Assembly Bill 2561 (2024).

**Background**

California State Assembly Bill (AB) 2561 was approved on September 22, 2024, and added §3502.3 to the Government Code. This law requires public agencies to present the status of their vacancies in a public hearing before their governing body at least once per fiscal year. The presentation must be made prior to the adoption of a final budget for the fiscal year. This law is primarily aimed at allowing employee bargaining units (for agencies that have them) to provide comments on hiring policies.

This report is presented to comply with §3502.3 of the Government Code. Currently Westborough has 2 (two) vacant positions.

Westborough must also address the retention efforts currently employed by the public agency. Westborough has no issues regarding employee retention. Westborough must also identify any changes to policies, procedures or recruitment activities that negatively impact the entity's efforts to reduce its vacancies. No such changes have been identified.

**Attachments:**

1. Assembly Bill 2561



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## AB-2561 Local public employees: vacant positions. (2023-2024)

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Date Published: 09/23/2024 09:00 PM

### Assembly Bill No. 2561

#### CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[ Approved by Governor September 22, 2024. Filed with Secretary of State September 22, 2024. ]

#### LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

**THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

**SECTION 1.** The Legislature finds and declares as follows:

- (a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.
- (b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.
- (c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

**SEC. 2.** Section 3502.3 is added to the Government Code, to read:

**3502.3. (a) (1)** A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

- (1) The total number of job vacancies within the bargaining unit.
- (2) The total number of applicants for vacant positions within the bargaining unit.
- (3) The average number of days to complete the hiring process from when a position is posted.
- (4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, "recognized employee organization" has the same meaning as defined in subdivision (a) of Section 3501.

**SEC. 3.** The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

**SEC. 4.** No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however,

that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.

## STAFF REPORT

TO: Board of Directors  
FROM: Patricia Mairena, General Manager  
DATE: June 11, 2026

RE: Adopt FY 2026-2027 Operating Budget

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### SUMMARY

Every year, prior to the start of the next fiscal year, the Board reviews and approves the Operating Budget for the upcoming fiscal year. Attached is the proposed FY 2026-2027 Operating Budget which has been recommended for approval by the Budget Committee.

### ASSUMPTIONS:

- Water and sewer rates proposed as part of our L&T rate study and adopted at our July 2024 public hearing are being implemented.
  - o Water rates increase \$0.86 (7.9%) to \$11.69.
  - o Sewer rates increase \$1.35 (10%) to \$14.80.
- Water sales remain essentially flat at 320,000 units.
- Sewer billable units fell about 3.2% based upon Jan-Feb water sales.
- Joint revenues and expenses were divided between water and sewer in the proportions established by our L&T rate study.
- The interest rate on reserves is 3.75% yielding an income of \$85K.
- Salaries including cost of living reflect a 6% increase.
- PG&E expenses (rates) increase by 15% primarily for rate increases.
- Water Special Services include a \$35K additional Water Audit and Billing Analysis Tasks and a \$35k one-time expense for an Operations plan.
- Revised Director Fees and Travel/Training have been included.
- \$22,800 is budgeted to pay the county for the November 2026 election.
- Billing has increased largely due to a \$10K budget for file server/computer hardware and software upgrades and a \$1K one-time allocation for bank setup fees.

### FISCAL IMPACT ON WATER AND SEWER FUNDS

- Budgeted Operating Revenues are \$5,778K for water and \$3,139 for sewer.
- Budgeted Operating Expenses are \$3,373K for water and \$3,386 for sewer.
- Budgeted G&A expenses are \$1,207K for water and \$382K for sewer
- Depreciation Expenses are \$273K for water and \$70K for sewer.
- Non-Operating Income is \$630K for Water and \$368K for sewer.
- Net Income is \$1,454K for water and \$519K for sewer.

This net income coupled with reserves and borrowing if necessary will give us a firm foundation for our planned Capital Improvement Plan of \$1.5 million for water and \$1.0 million for sewer.

### RECOMMENDATION

The Board adopted the budget as presented.

The following table provides a summary between the Approved 2025-2026 Budget and the Proposed 2026-2027 Budget:

Table of Proposed FY 2026-2027 Operating Budget

<b>Westborough Water District Budget for Fiscal Year 2026-2027</b>		
<b>Item &amp; Account Number</b>	<b>2025-2026 Budget</b>	<b>2026-2027 Budget</b>
<b>WATER FUND</b>		
<b>Operating Water Revenue</b>		
<b>Total Water Operating Revenue</b>	<b>\$5,469,170</b>	<b>\$5,777,760</b>
<b>Water Operating Expense</b>		
<b>Total Water Operating Expenses</b>	<b>\$4,386,947</b>	<b>\$4,580,138</b>
<b>Water Operating Income (Loss) Before Depreciaton</b>	<b>\$1,082,223</b>	<b>\$1,197,622</b>
Water Depreciation Expense	\$295,165	\$273,407
<b>Water Operating Income (Loss)</b>	<b>\$787,058</b>	<b>\$924,215</b>
<b>Total Water Non-Operating Income</b>	<b>\$601,338</b>	<b>\$629,660</b>
Interloan Repymt. from Water to Sewer	(\$100,000)	(\$100,000)
<b>Water Net Income (Loss)</b>	<b>\$1,288,396</b>	<b>\$1,453,875</b>
<b>SEWER FUND</b>		
<b>Operating Sewer Revenue</b>		
<b>Total Sewer Operating Revenue</b>	<b>\$3,765,946</b>	<b>\$3,988,541</b>
<b>Sewer Operating Expenditures:</b>		
<b>Total Sewer Operating Expenditures</b>	<b>\$3,253,405</b>	<b>\$3,386,161</b>
<b>Sewer General &amp; Administrative (G&amp;A):</b>		
<b>Total Sewer G&amp;A Operating Expenses</b>	<b>\$354,954</b>	<b>\$382,682</b>
<b>Total Sewer Operating Expenses</b>	<b>\$3,608,359</b>	<b>\$3,768,842</b>
<b>Sewer Operating Income (Loss) Before Depreciaton</b>	<b>\$157,587</b>	<b>\$219,699</b>
Sewer Depreciation Expense	\$70,575	\$70,172
<b>Sewer Operating Income (Loss)</b>	<b>\$87,012</b>	<b>\$149,527</b>
<b>Sewer Non-Operating Income (Expense)</b>		
<b>Total Sewer Non-Operating Income</b>	<b>\$396,305</b>	<b>\$367,783</b>
<b>Sewer Net Income (Loss)</b>	<b>\$483,317</b>	<b>\$517,309</b>
<b>Water and Sewer</b>		
<b>Combined Net Income/Loss</b>	<b>\$1,771,713</b>	<b>\$1,971,184</b>

**Westborough Water District  
Budget for Fiscal Year 2026-2027**

	YTD Mar-25	Projected 2025-2026	Budget 2025-2026	Budget 2026-2027
Operating Income:				
Water Sales	\$4,039,232	\$5,385,643	\$5,449,170	\$5,757,760
Sewer Svc and Transfer Charges	\$2,825,210	\$3,766,947	\$3,765,946	\$3,988,541
Misc. Operations	\$18,727	\$24,969	\$20,000	\$20,000
Total Operating Income	\$6,883,169	\$9,177,559	\$9,235,116	\$9,766,301
Operating Expense:				
Water Expenditures	\$2,288,978	\$3,051,971	\$3,252,093	\$3,473,034
Sanitary Sewer Expenditures	\$2,438,462	\$3,251,283	\$3,253,405	\$3,386,161
Admin and General Expense	\$1,054,933	\$1,406,577	\$1,489,808	\$1,589,785
Depreciation	\$257,543	\$343,391	\$365,740	\$343,579
Total Operating Expenditures	\$6,039,916	\$8,053,221	\$8,361,046	\$8,792,559
Gain (Loss) from Operations	\$843,253	\$1,124,337	\$874,070	\$973,742
Non-Operating Income:				
Property Taxes	\$583,014	\$777,352	\$739,444	\$778,936
Investment Interest	\$208,078	\$277,437	\$124,119	\$85,254
Other Income	\$0	\$0	\$0	\$0
Rental Income	\$24,995	\$33,327	\$34,080	\$33,252
Capital Facilities Income	\$0	\$0	\$0	\$0
Capital Facility Expense	\$0	\$0	\$0	\$0
Interfund Loan Repayment				\$100,000
Total Non-Operating Income	\$816,087	\$1,088,116	\$897,643	\$997,442
Net Income	\$1,659,340	\$2,212,453	\$1,771,713	\$1,971,184
Monthly Factor	0.75			
Water Sales Factor	0.75			

Month Factor		0.75	Usage Factor	0.75
<b>Total Revenue</b>	\$	<b>10,763,743</b>		
<b>Water Revenue</b>	\$	<b>6,407,420</b>		
<b>Sewer Revenue</b>	\$	<b>4,356,323</b>		

### Water and Sewer Revenue

#### Water Sales (41100)

	Current Rate	\$	10.83
(SFPUC - \$0.43 increase + WWD \$0.43)	Projected Rate	\$	11.69
	Est Units		320,000
	Water Sales	\$	3,740,800
	Meter Charges	\$	2,014,632
	Fire Detector Check Fees	\$	2,328
	<b>Sub-Total</b>	<b>\$</b>	<b>5,757,760</b>

<b>Water Sales - Water Fund</b>	100%	\$	<b>5,757,760</b>
<b>Budget</b>		<b>\$</b>	<b>5,757,760</b>

Water Sales	Units	
Jul.2025-June 2026(est.)	319,529	(Based on 5 Billing Cycles. Budget = 330,000)
Jul.2024-June 2025	324,027	
Jul.2023-June 2024	328,203	
Jul.2022-June 2023	320,721	
Jul.2021-June 2022	338,638	
Jul.2020-June 2021	370,550	

	Dollars	Units
Actual YTD	\$ 4,039,232	
Budget	\$ 5,449,170	330,000
Proj TY	\$ 5,385,643	
2024-2025	\$ 4,985,869	
2023-2024	\$ 4,143,441	
2022-2023	\$ 4,011,005	

#### Sewer Service Fees (42351)

	Current Rate	\$	13.45
(NSMCSD - \$1.35 increase + WWD \$0.00)	New Rate	\$	14.80
Units (Jan-Feb 2026)	=		45,166
Less possible adjustments			(250)
Net Sewer Usage	=		44,916
		\$	3,988,541
	<b>Sub-Total</b>	<b>\$</b>	<b>3,988,541</b>

<b>Sewer Service Fees Sewer Fund</b>	100%	\$	<b>3,988,541</b>
<b>Budget</b>		<b>\$</b>	<b>3,988,541</b>

#### Base Period for Billing (Jan-Feb) Less Irrigation

Jan-Feb 2025 Usage	46,666
Jan-Feb 2024 Usage	46,012
Jan-Feb 2023 Usage	46,242
Jan-Feb 2022 Usage	48,278
Jan-Feb 2021 Usage	50,226

	Dollars	Units
Actual YTD	\$ 2,825,210	
Budget	\$ 3,765,946	46,666
Proj TY	\$ 3,766,947	
2024-2025	\$ 3,392,054	
2023-2024	\$ 3,293,969	
2022-2023	\$ 3,236,621	

#### Interest (49215, 49234, 49240, 48215, 48234, & 48240)

Current Reserves - LAIF	\$	2,273,442
Current Interest Rate		3.750%
CD Interest (\$141,926.07 @ 3.55%)	\$	9,928
<b>Sub-Total</b>	<b>\$</b>	<b>85,254</b>

<b>Interest - Water Fund</b>	60%	\$	<b>51,152</b>
<b>Interest - Sewer Fund</b>	40%	\$	<b>34,102</b>
<b>Budget</b>		<b>\$</b>	<b>85,254</b>

	Dollars
Actual YTD	\$241,540
Budget	\$124,119
Proj TY	\$277,437
2024-2025	\$ 160,051
2023-2024	\$ -
2022-2023	\$ -

#### Misc. Operations Revenue (42345)

Late & reconnection fees (for Water Accounts Only)	\$	20,000
<b>Sub-Total</b>	<b>\$</b>	<b>20,000</b>

<b>Misc. Operations- Water Fund</b>	100%	\$	<b>20,000</b>
<b>Misc. Operations - Sewer Fund</b>	0%	\$	<b>-</b>
<b>Budget</b>		<b>\$</b>	<b>20,000</b>

	Dollars
Actual YTD	\$18,727
Budget	\$20,000
Proj TY	\$24,969
2024-2025	\$ - *Late Fees were budgeted under Water Sales
2023-2024	\$ 23,589
2022-2023	\$ 23,995

#### Taxes & Assessments (49310, 49320, 49330, & 49600 and 48310, 48320, 48330, & 48600)

2026-2027 Property Taxes	\$	778,936
<b>Sub-Total</b>	<b>\$</b>	<b>778,936</b>

<b>Taxes &amp; Assessments-Water Fund</b>	70%	\$	<b>545,255</b>
<b>Taxes &amp; Assessments-Sewer Fund</b>	30%	\$	<b>233,681</b>
<b>Budget</b>		<b>\$</b>	<b>778,936</b>

	Dollars
Actual YTD	\$583,014
Budget	\$739,444
Proj TY	\$777,352
2024-2025	\$ 458,226
2023-2024	\$ 647,270
2022-2023	\$ 652,922

#### Rental Income (49910)

Rent from Cellular Tower	Average Mo.	\$	33,252
Less GASB87 Adj.	\$587		
<b>Sub-Total</b>	<b>\$</b>	<b>33,252</b>	

<b>Rental Income-Water Fund</b>	100%	\$	<b>33,252</b>
<b>Rental Income - Sewer Fund</b>	0%	\$	<b>-</b>
<b>Budget</b>		<b>\$</b>	<b>33,252</b>

	Dollars
Actual YTD	\$24,995
Budget	\$34,080
Proj TY	\$33,327
2024-2025	\$ 33,405
2023-2024	\$ 33,448
2022-2023	\$ -

**Capital Facilities Income (49800 and 48800)**

Capital Facilities Income		\$	-
	<b>Sub-Total</b>	\$	-
<b>Capital Fac. - Water Fund</b>		70%	\$ -
<b>Capital Fac. - Sewer Fund</b>		30%	\$ -
	<b>Budget</b>	\$	-

	Dollars	
Actual YTD	\$	-
Budget	\$	-
Proj TY	\$	-
2024-2025	\$	-
2023-2024	\$	-
2022-2023	\$	-

**Other Income (49700 and 48700)**

Other Income		\$	-
	<b>Sub-Total</b>	\$	-
<b>Other Income - Water Fund</b>		70%	\$ -
<b>Other Income - Sewer Fund</b>		30%	\$ -
	<b>Budget</b>	\$	\$0

**Interfund Loan Repayment Income (xxxxx)**  
*Repayment from Water Fund to Sewer Fund*

Interloan Fund Repayment from Water to Sewer Fund      \$      100,000

<b>Interfund Loan Repayment-Sewer Fund</b>		100%	\$ 100,000
	<b>Budget</b>	\$	100,000

	Dollars	
Actual YTD	\$	-
Budget	\$	-
Proj TY	\$	-
2024-2025	\$	-
2023-2024	\$	-
2022-2023	\$	-

**Bad Debt Recovery (49701 and 48701)**

Bad Debt Recovery		\$	-
	<b>Sub-Total</b>	\$	-

<b>Bad Debt Recovery- Water Fund</b>		70%	\$ -
<b>Bad Debt Recovery- Sewer Fund</b>		30%	\$ -
	<b>Budget</b>	\$	-

Total Budget \$ 3,473,034

Water Budget

Water Expenses:

Salaries (51110)				Salaries Temp (51112)			
Position		Current	Annual				Annual
Field Supervisor	\$	170,660	\$ 180,900	Temporary Field Employees	\$		-
Field Worker	\$	99,012	\$ 104,952				
Field Worker	\$	83,018	\$ 87,999				
Cost of Living	1.70%						
On-Call Duty			\$ 55,363				
License/Incentive Awards/Merit Increase			\$ 39,660				
Leave - Buy Back			\$ 12,000				
<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ 480,874</b>	<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ -</b>
	Dollars				Dollars		
Actual YTD	\$	318,183		Actual YTD	\$	-	
Budget	\$	435,382		Budget	\$	-	
Proj TY	\$	424,244		Proj TY	\$	-	
2024-2025	\$	449,120		2024-2025	\$	-	
2023-2024	\$	447,002		2023-2024	\$	-	
2022-2023	\$	406,205		2022-2023	\$	-	
Salaries Overtime (51113)				Employee CalPERS Benefits (51115)			
Emergency Repairs			Annual \$ 11,000	Retirement - Classic @	% Contribution	Budgeted Payroll	Annual
				Retirement - PEPRA @	11.92%	180,900	\$ 21,563
				CalPERS - UAL (Classic)	7.93%	192,952	\$ 15,301
				CalPERS - UAL (PEPRA)	36.46%	131,297	\$ 47,871
				CalPERS - UAL (PEPRA)	36.46%	1,326	\$ 483
<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ 11,000</b>	<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ 85,219</b>
	Dollars				Dollars		
Actual YTD	\$	6,365		Actual YTD	\$	63,018	
Budget	\$	11,000		Budget	\$	75,890	
Proj TY	\$	8,487		Proj TY	\$	84,024	
2024-2025	\$	9,253		2024-2025	\$	118,571	
2023-2024	\$	9,395		2023-2024	\$	139,254	
2022-2023	\$	8,241		2022-2023	\$	173,989	
Employee Benefits (51400)				Payroll Tax (51410)			
Medical	\$	Per Mo 1,418	# of Employees 3	Annual \$ 51,058	FICA @	Budgeted Payroll	Annual
Delta Dental	\$	70	3	\$ 2,521	Medicare/ No cap	7.65% \$ 491,874	\$ 37,628
Vision	\$	21	3	\$ 752	SUI-Field x 4 employees	1.45% \$ 491,874	\$ 7,132
Employee Life Ins.	\$	32	3	\$ 1,162		1.60% \$ 7,000	\$ 448
Retiree Medical	\$	1,372	1	\$ 16,468			
<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ 71,961</b>	<b>Water Fund</b>	100%	<b>Budget</b>	<b>\$ 45,209</b>
	Dollars				Dollars		
Actual YTD	\$	45,121		Actual YTD	\$	23,096	
Budget	\$	82,526		Budget	\$	41,069	
Proj TY	\$	60,161		Proj TY	\$	30,795	
2024-2025	\$	53,945		2024-2025	\$	36,664	
2023-2024	\$	54,596		2023-2024	\$	33,734	
2022-2023	\$	51,746		2022-2023	\$	31,258	

### Employee OPEB Benefits (51450)

<i>Note: Field Share of Contribution is:</i>		37.46%	Annual
ADC-Actuarial Determined Contribution	\$	79,941	
Less Retiree HB Already Budgeted for	\$	(45,209)	
Less Implied Subsidy	\$	(24,540)	
Net OPEB Due	\$	10,192	\$ 3,818

Net Employee OPEB Benefits \$ 3,818  
*(If Net OPEB Due is less than zero; than use zero)*

**Water Fund** 100% Budget \$ 3,818

	Dollars
Actual YTD	\$ -
Budget	\$ 3,140
Proj TY	\$ -
2024-2025	\$ (10,569)
2023-2024	\$ -
2022-2023	\$ 18,131

### Utilities (51130)

		Average Mo.	Total
PG&E			\$ 206,131
Main PS	\$	15,481	
Skyline	\$	1,696	
Christen Hill	\$	28	\$ 381

*(District's share of electrical cost)*

**Water Fund** 100% Budget \$ 206,511

	Dollars
Actual YTD	\$ 135,591
Budget	\$ 200,088
Proj TY	\$ 180,788
2024-2025	\$ 183,447
2023-2024	\$ 176,485
2022-2023	\$ 154,843

### Supplies/Small Tools (51140)

Supplies and Small Tools	\$	Annual	15,450
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**Water Fund** 100% Budget \$ 15,450

	Dollars
Actual YTD	\$ 8,085
Budget	\$ 15,450
Proj TY	\$ 10,780
2024-2025	\$ 11,522
2023-2024	\$ 18,337
2022-2023	\$ 13,047

### Special Services (51150)

	Annual
Lead/Copper Testing (\$2,950+ every 3 yrs; next is 2028)	\$ -
Bacteria Test (\$120 per week x 52)	\$ 6,240
SFWD THM/HAA5 Tests (\$1,565 per qtr. x 4)	\$ 6,886
UCMR5 Testing (every 5 yrs.; split in 2 FY; next is 28-30)	\$ -
SMC - Cross Connection Fee	\$ 31,592
CCCP - Hazard Assessment Training	\$ 12,000
Cross Connection Tech Training and Licensing	\$ 1,500
Dept Health Fee (Water System Fees)	\$ 34,590
Tanks Cathodic Protection (\$1,145 per tank per year)	\$ 3,435
BAWSCA Water Loss Program	\$ 44,635
AWSDA Program (Same amount for 2025-2029)	\$ 10,500
UWMP (Every 5 years; last one 2025 = \$50,000)	\$ -
CARB-Volvo Generator (every 2 years - 9/2026)	\$ 809
BAAQM - Volvo Generator Permit	\$ 1,336
Development of District's Operation Plan (one-time)	\$ 35,000
Misc. Special Services Expenses	\$ 4,120

**Water Fund** 100% Budget \$ 192,641

	Dollars
Actual YTD	\$ 120,484
Budget	\$ 181,823
Proj TY	\$ 160,645
2024-2025	\$ 119,162
2023-2024	\$ 76,886
2022-2023	\$ 68,394

### Vehicle Expense (51170)

	Annual
Gas Purchases	\$ 10,560
Maintenance of Vehicles	\$ 12,600
Maintenance of VacCon	\$ 10,000
Additional Truck Equipment - Rack for Wacker	\$ 5,000

**Water Fund** 100% Budget \$ 38,160

	Dollars
Actual YTD	\$ 10,818
Budget	\$ 35,865
Proj TY	\$ 14,424
2024-2025	\$ 28,365
2023-2024	\$ 30,917
2022-2023	\$ 48,944

### Maintenance of System (51200)

	Annual
System Repairs	\$ 52,530
Encroachment Permits	\$ 3,000
XiO Communication Scada Sys.	\$ 9,185
Tanks - Additional Cathodic Protection Work	\$ 1,200
Volvo Generator Maintenance	\$ 2,000

**Water Fund** 100% **Budget \$ 67,915**

	Dollars
Actual YTD	\$ 40,906
Budget	\$ 66,715
Proj TY	\$ 54,541
2024-2025	\$ 45,141
2023-2024	\$ 72,813
2022-2023	\$ 63,574 <i>*Note: 2 transmission line breaks</i>

### Water Purchases (51300)

Current rate	\$	5.80	(per HCF)
New Rate	\$	6.23	(SFPUC - \$0.43 increase)
Estimated Purchase in	Units	325,000	Annual \$ 2,024,750
	6" Meter Charge	\$ 1,580	\$ 18,960
	Bond Surcharge	\$ 8,547	\$ 102,564
	BAWCA Wtr.Mgmt.C	\$ -	\$ -

**Water Fund** 100% **Budget \$ 2,146,274**

Actual purchases		Notes:
FY 25/26 (11 months)	295,870 HCF	
FY 25/26 Proj TY	322,767 HCF	
2024-2025	332,197 HCF	
2023-2024	331,829 HCF	
2022-2023	340,055 HCF	11,916 to NCCWD

	Dollars
Actual YTD	\$ 1,509,382
Budget	\$ 2,090,820
Proj TY	\$ 2,012,509
2024-2025	\$ 2,028,612
2023-2024	\$ 1,814,651
2022-2023	\$ 1,734,787

### Technical Communications (51860)

	Average Mo.	Annual
Cell Phone (6) and Hot Spot (1)		\$ 4,410
Underground Service Alert		\$ 900
Answering Service		\$ 4,410
Radios for Emergencies (6)		\$ 2,100

**Water Fund** 100% **Budget \$ 11,820**

	Dollars
Actual YTD	\$ 7,929
Budget	\$ 12,325
Proj TY	\$ 10,572
2024-2025	\$ 10,814
2023-2024	\$ 9,903
2022-2023	\$ 9,620

### Sewer Fund Loan Repayment

Sewer Fund Loan Repayment	Annual \$ 100,000
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**Water Fund** 100% **Budget \$ 100,000**

	Dollars
Actual YTD	\$ -
55,158	\$ -
Proj TY	\$ -
2024-2025	\$ -
2023-2024	\$ -
2022-2023	\$ -

Total Budget	\$	1,589,785
Water Fund Budget	\$	1,207,103
Sewer Fund Budget	\$	382,682

General and Administrative Expenses: Water and Sewer

Salaries (56110 and 57110)			Salaries Temp (56112)		
Position	Current	Annual			Annual
GM Salary	\$300,663	\$ 318,703	Temporary Office Employees	\$	2,120
GM Car Allowance	\$ 6,000	\$ 6,000			
<b>GM Salary Sub-Total</b>		<b>\$ 324,703</b>			
Office Supervisor	\$ 154,785	\$ 164,072			
Operations Assistant	\$ 109,335	\$ 115,895			
<b>Admin Salaries Sub-Total</b>		<b>\$ 279,967</b>			
Cost of living	1.70%				
Incentive awards/Merit Increase		\$ 14,000			
Leave - Buy Out		\$ 30,000			
<b>Admin Salaries Total</b>		<b>\$ 323,967</b>			
<b>Total Salaries</b>		<b>\$ 648,670</b>			
<b>Salary - Water Fund (Admin)</b>	100%	<b>\$ 323,967</b>	<b>Salaries Temp- Water Fund</b>	100%	<b>\$ 2,120</b>
<b>Salary - Water Fund (GM Salary)</b>	66.67%	<b>\$ 216,480</b>			
<b>Salary - Sewer Fund (GM Salary)</b>	33.33%	<b>\$ 108,224</b>	<b>Budget</b>	<b>\$ 2,120</b>	
<b>Budget</b>		<b>\$ 648,670</b>			
Actual YTD	Dollars		Actual YTD	Dollars	
\$ 453,225	\$		\$ -	\$	
Budget \$ 605,331			Budget \$ 2,120		
Proj TY \$ 604,300			Proj TY \$ -		
2024-2025 \$ 470,087			2024-2025 \$ 1,587		
2023-2024 \$ 518,928			2023-2024 \$ -		
2022-2023 \$ 480,150			2022-2023 \$ 1,967		
<b>Salaries Overtime (56113)</b>			<b>Employee CalPERS Benefits (56115 and 57115)</b>		
Overtime	\$	Annual 2,120	Retirement - Classic @	% Contribution 11.92%	Budgeted Payroll \$ 318,703
			Retirement - PEPRA @	7.93%	\$ 279,967
			CalPERS - UAL (Classic)	63.54%	\$ 131,297
			CalPERS - UAL (PEPRA)	63.54%	\$ 1,326
			<b>Total Benefits</b>		<b>\$ 144,459</b>
<b>Salaries OT- Water Fund</b>	100%	<b>\$ 2,120</b>	<b>CalPERS - Water Fund (Admin)</b>	100%	<b>\$ 23,044</b>
<b>Budget</b>		<b>\$ 2,120</b>	<b>CalPERS - Water Fund (GM)</b>	66.67%	<b>\$ 80,948</b>
			<b>CalPERS - Sewer Fund (GM)</b>	33.33%	<b>\$ 40,468</b>
			<b>Budget</b>		<b>\$ 144,459</b>
Actual YTD	Dollars		Actual YTD	Dollars	
\$ -	\$		\$ 118,914	\$	
Budget \$ 2,120			Budget \$ 130,611		
Proj TY \$ -			Proj TY \$ 158,552		
2024-2025 \$ -			2024-2025 \$ 169,525		
2023-2024 \$ 749			2023-2024 \$ 98,105		
2022-2023 \$ -			2022-2023 \$ 222,010		
<b>Employee OPEB Benefits (56450 and 57450)</b>					
Note: Field Share of Contribution is:	62.54%	Annual			
ADC-Actuarial Determined Contribution	\$ 79,941				
Less Retiree Medical Payments Made	\$ (45,209)				
Less Implied Subsidy	\$ (24,540)				
Net OPEB Due	\$ 10,192	\$ 6,374			
Net Employee OPEB Benefits	\$	6,374			
(If Net OPEB Due is less than zero; than use zero)					
<b>CalPERS - Water Fund (Admin)</b>	72%	<b>\$ 4,589</b>			
<b>CalPERS - Water Fund (GM)</b>	18.67%	<b>\$ 1,190</b>			
<b>CalPERS - Sewer Fund (GM)</b>	9.33%	<b>\$ 595</b>			
<b>Budget</b>		<b>\$ 6,374</b>			
Actual YTD	Dollars				
\$ -	\$				
Budget \$ 4,752					
Proj TY \$ -					
2024-2025 \$ 25,015					
2023-2024 \$ 14,696					
2022-2023 \$ 27,197					

### Employee Benefits (56400 and 57400)

	Per month	Number of Employees	Annual
Medical - GM	\$ 2,509	1	\$ 30,109
Dental - GM	\$ 107	1	\$ 1,280
Vision - GM	\$ 21	1	\$ 251
Life Insurance-GM	\$ 87	1	\$ 1,043
<b>GM Benefits Sub-Total</b>			<b>\$ 32,683</b>
Medical - Admin	\$ 2,726	2	\$ 65,432
Dental Admin	\$ 146	2	\$ 3,511
Vision - Admin	\$ 21	2	\$ 502
Life Insurance-Admin	\$ 51	2	\$ 1,214
Directors Life Ins.	\$ 12	5	\$ 720
Retiree Medical	\$ 2,395	1	\$ 28,741
<b>Admin Benefits Sub-Total</b>			<b>\$ 100,120</b>

**Total Benefits** \$ **132,803**

<b>Benefits - Water Fund (Admin)</b>	100%	\$ 100,120
<b>Benefits - Water Fund (GM)</b>	66.67%	\$ 21,790
<b>Benefits - Sewer Fund (GM)</b>	33.33%	\$ 10,893
<b>Budget</b>		<b>\$ 132,803</b>

	Dollars
Actual YTD	\$ 88,779
Budget	\$ 121,408
Proj TY	\$ 118,372
2024-2025	\$ 110,665
2023-2024	\$ 113,177
2022-2023	\$ 106,156

### Payroll Tax (56410 and 57410)

		Budgeted Payroll	Annual
FICA-GM	7.65%	\$ 324,703	\$ 24,840
FICA-GM Buyout	7.65%	\$ 28,000	\$ 2,142
Medicare-GM (No cap)	1.45%	\$ 324,703	\$ 4,708
Medicare-GM Buyout (No cap)	1.45%	\$ 28,000	\$ 406
SUI -GM (\$7,000 cap)	1.60%	\$ 7,000	\$ 112
<b>GM Taxes Sub-Total</b>			<b>\$ 32,208</b>
FICA-Admin	7.65%	\$ 279,967	\$ 21,417
FICA-Admin. Directors	7.65%	\$ 19,625	\$ 1,501
FICA-Admin. Buyout	7.65%	\$ 2,000	\$ 153
Medicare-Admin (No cap)	1.45%	\$ 279,967	\$ 4,060
Medicare-Directors (No cap)	1.45%	\$ 19,625	\$ 285
Medicare-Admin.Buyout (No cap)	1.45%	\$ 2,000	\$ 29
SUI-Admin. x 2 employees	1.60%	\$ 7,000	\$ 224
SUI-Admin x 5 directors	1.60%	\$ 7,000	\$ 560
<b>Admin Taxes Sub-Total</b>			<b>\$ 28,229</b>

**Total Payroll Taxes** \$ **60,437**

<b>Payroll Tax- Water Fund (Admin)</b>	100%	\$ 28,229
<b>Payroll Tax - Water Fund (GM)</b>	66.67%	\$ 21,473
<b>Payroll Tax - Sewer Fund (GM)</b>	33.33%	\$ 10,735
<b>Budget</b>		<b>\$ 60,437</b>

	Dollars
Actual YTD	\$ 38,184
Budget	\$ 56,269
Proj TY	\$ 34,857
2024-2025	\$ 8,755
2023-2024	\$ 34,220
2022-2023	\$ 32,201

### Office Supplies (56210 and 57210)

	Average Mo.	Annual
Copier Maintenance Agreement		\$ 2,835
Printer Toners		\$ 3,000
Postage Meter - Rental Fee	\$ 65	\$ 782
Postage for Meter		\$ 3,000
Office Supplies		\$ 3,500
Year-end Forms		\$ 500
P.O. Box Fee		\$ 642
Payroll and Vendor Checks		\$ 1,000
Miscellaneous Supplies		\$ 1,500
<b>Total Office Supplies (Water &amp; Sewer)</b>		<b>\$ 16,760</b>

<b>Office Supplies - Water Fund</b>	70%	\$ 11,732
<b>Office Supplies - Sewer Fund</b>	30%	\$ 5,028
<b>Budget</b>		<b>\$ 16,760</b>

	Dollars
Actual YTD	\$ 11,458
Budget	\$ 14,156
Proj TY	\$ 15,277
2024-2025	\$ 9,910
2023-2024	\$ 10,472
2022-2023	\$ 16,212

### Memberships (56230 and 57230)

	Annual
SSF Chamber of Commerce	\$ 305
Costco	\$ 260
SMC CSDA	\$ 100
Miscellaneous	\$ 1,000
<b>Memberships Subtotal (Water &amp; Sewer)</b>	<b>\$ 1,665</b>
BAWSCA Assessment	\$ 31,206
A.C.W.A.	\$ 20,983
<b>Memberships Subtotal (Water Only)</b>	<b>\$ 52,189</b>
<b>Total Memberships</b>	<b>\$ 53,854</b>

<b>Memberships- Water Fund</b>	70%	\$ 53,354
<b>Memberships - Sewer Fund</b>	30%	\$ 500
<b>Budget</b>		<b>\$ 53,854</b>

	Dollars
Actual YTD	\$ 50,782
Budget	\$ 53,620
Proj TY	\$ 67,709
2024-2025	\$ 50,410
2023-2024	\$ 57,731
2022-2023	\$ 50,568

**Travel and Education (56250 and 57250)**

	Annual
ACWA Spring and Fall Conferences - Registration	\$ 4,396
ACWA Spring and Fall Conferences - Housing/Meals	\$ 7,040
Region 5 x 1/accomodation, meals	\$ 1,000
State Legislator Conf (Sacramento)	\$ -
Staff Attendance to Training Conferences	\$ 1,200
Staff Continuing Ed & Seminars	\$ 2,500
CSDA Meetings	\$ 100
Miscellaneous	\$ 1,000
<b>Total Travel &amp; Education</b>	<b>\$ 17,236</b>
<b>Travel &amp; Education- Water Fund</b>	100% \$ 17,236
<b>Travel &amp; Education - Sewer Fund</b>	0% \$ -
<b>Budget</b>	<b>\$ 17,236</b>

	Dollars
Actual YTD	\$ 5,465
Budget	\$ 15,816
Proj TY	\$ 7,287
2024-2025	\$ 8,402
2023-2024	\$ 8,505
2022-2023	\$ 6,884

**Utilities (56280 and 57330)**

	Average Mo.	Annual
PG&E	\$ 124	\$ 1,492
Main Office - Gas Meter		
<b>Total Utilities</b>		<b>\$ 1,492</b>
<b>Utilities- Water Fund</b>	100%	\$ 1,492
<b>Utilities - Sewer Fund</b>	0%	\$ -
<b>Budget</b>		<b>\$ 1,492</b>

	Dollars
Actual YTD	\$ 740
Budget	\$ 1,492
Proj TY	\$ 987
2024-2025	\$ 1,010
2023-2024	\$ 880
2022-2023	\$ 1,208

**Telephone/Internet (56290 and 57290)**

	Average Mo.	Annual
Comcast - Phone and Internet	\$ 467	\$ 5,604
<b>Total Telephone/Internet</b>		<b>\$ 5,604</b>
<b>Telephone/Internet - Water Fund</b>	70%	\$ 3,923
<b>Telephone/Internet - Sewer Fund</b>	30%	\$ 1,681
<b>Budget</b>		<b>\$ 5,604</b>

	Dollars
Actual YTD	\$ 3,896
Budget	\$ 5,441
Proj TY	\$ 5,195
2024-2025	\$ 3,333
2023-2024	\$ 4,446
2022-2023	\$ 3,636

**Water Conservation (56500 and 57500)**

	Annual
Water Conservation items	\$ 4,000
Toilet/Washing Rebate Program	\$ 4,000
<b>Total Water Conservation</b>	<b>\$ 8,000</b>
<b>Water Conservation-Water Fund</b>	70% \$ 5,600
<b>Water Conservation - Sewer Fund</b>	30% \$ 2,400
<b>Budget</b>	<b>\$ 8,000</b>

	Dollars
Actual YTD	\$ 1,326
Budget	\$ 8,000
Proj TY	\$ 1,768
2024-2025	\$ 2,753
2023-2024	\$ 1,384
2022-2023	\$ 12,224

**Buildings and Grounds Maint (56700 and 57700)**

	Average Mo.	Annual
Alarm Monitoring - Office: <i>Burglar and Fire</i>	\$ 446	\$ 1,786
Alarm Maintenance		\$ 400
SSF Scavenger	\$ 131	\$ 1,576
Fire Extinguishers Annual Maint.		\$ 420
Supplies/Equipment Maintenance		\$ 2,500
Miscellaneous		\$ 1,500
<b>Bldg. &amp; Grounds Maint. Subtotal (Water &amp; Sewer)</b>		<b>\$ 8,181</b>
Alarm Monitoring - Skyline	\$ 1,102	\$ 4,409
Porta-Potty - Skyline Tank Site	\$ 159	\$ 1,903
Skyline Tank Site Gate Maint.		\$ 500
<b>Bldg. &amp; Grounds Maint. Subtotal (Water Only)</b>		<b>\$ 6,812</b>
<b>Total Building &amp; Grounds Maint.</b>		<b>\$ 14,993</b>
<b>Bdg. &amp; Grounds Maint.- Water Fund</b>	70%	\$ 12,539
<b>Bdg. &amp; Grounds Maint. - Sewer Fund</b>	30%	\$ 2,454
<b>Budget</b>		<b>\$ 14,993</b>

	Dollars
Actual YTD	\$8,318
Budget	\$15,138
Proj TY	\$11,091
2024-2025	\$ 11,369
2023-2024	\$ 9,051
2022-2023	\$ 15,558

**Parking Rentals (56750 and 57750)**

	Average Mo.	Annual
Colina Parking: 3 parking spots	\$ 158	\$ 5,670
<b>Total Parking Rentals</b>		<b>\$ 5,670</b>
<b>Parking Rentals - Water Fund</b>	70%	\$ 3,969
<b>Parking Rentals - Sewer Fund</b>	30%	\$ 1,701
<b>Budget</b>		<b>\$ 5,670</b>

	Dollars
Actual YTD	\$4,050
Budget	\$5,670
Proj TY	\$5,481
2024-2025	\$ 3,780
2023-2024	\$ 5,400
2022-2023	\$ 5,400

### Directors' Fees (56810 and 57810)

	Average Mo.	Annual
Regular Meetings	\$ 1,000	\$ 12,000
Committee Mtgs.		\$ 2,250
Special Meetings		\$ 1,250
<b>Directors' Fees Sub-Total (Water &amp; Sewer)</b>	<b>50% &amp; 50%</b>	<b>\$ 15,500</b>
ACWA Spring		\$ 1,250
ACWA Fall		\$ 1,250
SMC CSDA		\$ 750
Region 5 mtg		\$ 625
Suburban Tour		\$ 250
<b>Directors' Fees Total Directors' Fees (Water Only)</b>	<b>100%</b>	<b>\$ 4,125</b>
<b>Total Directors' Fees</b>		<b>\$ 19,625</b>
<b>Directors' Fees - Water Fund</b>	<b>50% &amp; 100%</b>	<b>\$ 11,875</b>
<b>Directors' Fees - Sewer Fund</b>	<b>50%</b>	<b>\$ 7,750</b>
<b>Budget</b>		<b>\$ 19,625</b>

	Dollars
Actual YTD	\$ 6,400
Budget	\$ 12,300
Proj TY	\$ 8,533
2024-2025	\$ 4,650
2023-2024	\$ 9,200
2022-2023	\$ 11,800

### Engineering Services (56830 and 57830)

	Average Mo.	Annual
Misc. Engineering Projects		\$ 40,425
<b>Engineering Services Sub-Total (Water &amp; Sewer)</b>	<b>50% &amp; 50%</b>	<b>\$ 40,425</b>
Update Standard Plans & Specifications (as needed; done in 2026)		\$ -
<b>Engineering Services Sub-Total (Water Only)</b>	<b>100%</b>	<b>\$ -</b>
<b>Engineering Services Sub-Total (Sewer Only)</b>	<b>100%</b>	<b>\$ -</b>
<b>Total Engineering Services</b>		<b>\$ 40,425</b>
<b>Engineering - Water Fund</b>	<b>50% &amp; 100%</b>	<b>\$ 20,213</b>
<b>Engineering - Sewer Fund</b>	<b>50% &amp; 100%</b>	<b>\$ 20,213</b>
<b>Budget</b>		<b>\$ 40,425</b>

	Dollars
Actual YTD	\$ 27,980
Budget	\$ 69,869
Proj TY	\$ 37,307
2024-2025	\$ 26,031
2023-2024	\$ 17,509
2022-2023	\$ 65,440 *14" Main Transmission Line Break

### Accounting Services (56840 and 57840)

	Average Mo.	Annual
Accountant	\$ 2,833	\$ 33,990
Auditing Services	\$ 2,303	\$ 27,640
Misc. CWS (Programming)		\$ 2,000
OPEB Actuarial - ADC (\$3,400 in 2025; next one is in 2027)		\$ -
OPEB Actuarial - GASB75		\$ 2,250
<b>Total Accounting Services</b>		<b>\$ 65,880</b>
<b>Accountant Services - Water Fund</b>	<b>50%</b>	<b>\$ 32,940</b>
<b>Accountant Services - Sewer Fund</b>	<b>50%</b>	<b>\$ 32,940</b>
<b>Budget</b>		<b>\$ 65,880</b>

	Dollars
Actual YTD	\$ 46,032
Budget	\$ 66,790
Proj TY	\$ 61,376
2024-2025	\$ 30,438
2023-2024	\$ 28,600
2022-2023	\$ 35,200

### Legal Services (56841 and 57841)

	Average Mo.	Annual
Monthly Retainer	\$ 900	\$ 10,800
Miscellaneous Legal Matters	\$ 2,200	\$ 26,400
<b>Total Legal Services</b>		<b>\$ 37,200</b>
<b>Legal Services - Water Fund</b>	<b>50%</b>	<b>\$ 18,600</b>
<b>Legal Services - Sewer Fund</b>	<b>50%</b>	<b>\$ 18,600</b>
<b>Budget</b>		<b>\$ 37,200</b>

	Dollars
Actual YTD	\$ 26,668
Budget	\$ 32,800
Proj TY	\$ 35,557
2024-2025	\$ 15,825
2023-2024	\$ 19,567
2022-2023	\$ 30,663

### Billing (56850 and 57850)

	Average Mo.	Annual
Billing Forms and Envelopes		\$ 9,000
Postage for Bulk Mailing Bills	\$ 1,609	\$ 19,305
Annual Bulk Mailing Permit		\$ 385
Stuffing and Mailing Bills (bi-monthly)	\$ 454	\$ 5,443
Reminder Notices and Envelopes		\$ 2,200
Postage for Reminders	\$ 140	\$ 1,683
Other Printed Materials		\$ 400
Misc. Supplies		\$ 1,500
Billing Software Maintenance (quarterly)	\$ 3,126	\$ 12,504
Hardware Maintenance		\$ 1,500
Envelope Stuffer Maintenance		\$ 1,600
Check Endorser Maint. Agreement		\$ 418
Hand Held Sensus Support		\$ 4,962
Other Software		\$ 1,500
IT Support - Selerum		\$ 6,000
TCB e-Lock Box Setup Fees (One-Time)		\$ 1,040
File Server & Computer Equipment and Software Upgrade		\$ 10,000
<b>Total Billing</b>		<b>\$ 79,440</b>
<b>Billing - Water Fund</b>	<b>70%</b>	<b>\$ 55,608</b>
<b>Billing - Sewer Fund</b>	<b>30%</b>	<b>\$ 23,832</b>
<b>Budget</b>		<b>\$ 79,440</b>

### Communications (56860 and 57860)

	Average Mo.	Annual
Newsletters: Design/Printing/Mailing (3 x \$4500)		\$ 13,500
Postage for Newsletters is included above		\$ -
Prop. 218 Notice (5-Year Rate Study Effective: 2025)		\$ -
Prop. 218 Notice Mailing		\$ -
Public Hearing Ads & Ordinances		\$ 4,000
Internet Service for GM	\$ 65	\$ 780
Website - Lift-off	\$ 79	\$ 945
Website - Updates and Administration	\$ 525	\$ 6,300
GoDaddy & Adobe - Licenses	\$ 281	\$ 3,373
Zoom (\$17.99 per month)	\$ 19	\$ 222
Miscellaneous		\$ 3,000
<b>Communications Sub-Total (Water &amp; Sewer)</b>	<b>50% &amp; 50%</b>	<b>\$ 32,120</b>
Annual Sewer Postcard: Design/Printing/Mailing		\$ 2,738
Banner Permit - Sewer Conservation Period		\$ 350
SMC Sewer Parcels File		\$ 417
CWS Programming Sewer File		\$ 500
<b>Communications Subtotal (Sewer Only)</b>	<b>100%</b>	<b>\$ 4,005</b>
Water Quality Report - Postcard (Eff. 1/2027: twice per year \$2,600)		\$ 5,200
Water Quality Report - Printed Copies		\$ 599
Water Quality Report Translations		\$ 4,000
Water Quality Report Postage		\$ 3,656
Water Conservation Banner - Permit		\$ 350
<b>Communications Subtotal (Water Only)</b>	<b>100%</b>	<b>\$ 13,806</b>
<b>Total Communications</b>		<b>\$ 49,931</b>
<b>Communications - Water Fund</b>	<b>50% &amp; 50%</b>	<b>\$ 29,866</b>
<b>Communications - Sewer Fund</b>	<b>50% &amp; 50%</b>	<b>\$ 20,065</b>
<b>Budget</b>		<b>\$ 49,931</b>

	Dollars
Actual YTD	\$ 37,198
Budget	\$ 61,836
Proj TY	\$ 49,597
2024-2025	\$ 34,937
2023-2024	\$ 60,742
2022-2023	\$ 39,866

	Dollars
Actual YTD	\$ 28,109
Budget	\$ 48,037
Proj TY	\$ 37,479
2024-2025	\$ 17,343
2023-2024	\$ 16,488
2022-2023	\$ 31,864

### General Election (56865 and 57865)

### Insurance (56870 and 57870)

	Annual
Annual District Election (2 Directors up for next Election) (November - even years only)	\$ 22,800
<b>Total General Election</b>	<b>\$ 22,800</b>
General Election - Water Fund	50% \$ 11,400
General Election - Sewer Fund	50% \$ 11,400
<b>Budget</b>	<b>\$ 22,800</b>

	Annual
Workers Compensation	\$ 17,026
Property Insurance	\$ 32,550
Auto and General Liability	\$ 60,740
Less Refund - Adj.	
Rate stabilization fund	
<b>Total Insurance</b>	<b>\$ 110,316</b>
Insurance - Water Fund	50% \$ 55,158
Insurance - Sewer Fund	50% \$ 55,158
<b>Budget</b>	<b>\$ 110,316</b>

	Dollars
Actual YTD	\$ -
Budget	\$ -
Proj TY	\$ -
2024-2025	\$ -
2023-2024	\$ -
2022-2023	\$ 2,685

	Dollars
Actual YTD	\$ 77,192
Budget	\$ 113,907
Proj TY	\$ 102,923
2024-2025	\$ 51,518
2023-2024	\$ 82,949
2022-2023	\$ 59,658

### Banking/Credit Card Fees (56875 and 57875)

### Bad Debt (56880 and 57880)

	Annual
TCB Bank Fees	\$ 1,500
TCB Credit Card Fees	\$ 5,000
TCB e-Lock Box Fees (Electronic Check Processing)	\$ 1,128
CWS Online Processing Fees	\$ 18,839
<b>Total Banking and Credit Card Fees</b>	<b>\$ 26,467</b>
Banking & Credit Card Fees - Water Fund	90% \$ 23,821
Banking & Credit Card Fees - Sewer Fund	10% \$ 2,647
<b>Budget</b>	<b>\$ 26,467</b>

	Annual
Bad Debts Written Off	\$ 2,000
<b>Total Bad Debt</b>	<b>\$ 2,000</b>
Bad Debt - Water Fund	50% \$ 1,000
Bad Debt - Sewer Fund	50% \$ 1,000
<b>Budget</b>	<b>\$ 2,000</b>

	Dollars
Actual YTD	\$ 19,010
Budget	\$ 25,339
Proj TY	\$ 25,347
2024-2025	\$ 26,034
2023-2024	\$ 67,760
2022-2023	\$ 64,403

	Dollars
Actual YTD	\$ 40
Budget	\$ 2,000
Proj TY	\$ 53
2024-2025	\$ 134
2023-2024	\$ 12,888
2022-2023	\$ 85

### Miscellaneous (56890 and 57890)

	Annual
Employee Appreciation/Recruitment	\$ 2,000
Misc. Petty Cash	\$ 3,000
Rate Study	\$ -
Other Misc.	\$ 1,000
<b>Miscellaneous Expenses Sub-Total (Water &amp; Sewer)</b>	<b>\$ 6,000</b>
Property Tax (Skyline Tank Site)	\$ 2,336
LAFCO Assessment - Water	\$ 4,175
<b>Miscellaneous Expenses Sub-Total (Water Only)</b>	<b>\$ 6,511</b>
LAFCO Assessment - Sewer	\$ 2,599
<b>Miscellaneous Expenses-Sub-Total (Sewer Only)</b>	<b>\$ 2,599</b>
<b>Total Miscellaneous Expenses</b>	<b>\$ 15,109</b>
Miscellaneous Expenses - Water Fund	70W & 30S% \$ 10,711
Miscellaneous Expenses - Sewer Fund	70W & 30S% \$ 4,399
<b>Budget</b>	<b>\$ 15,109</b>

	Dollars
Actual YTD	\$ 13,208
Budget	\$ 14,498
Proj TY	\$ 17,611
2024-2025	\$ 21,236
2023-2024	\$ 63,576
2022-2023	\$ 5,512

Total Budget \$ 3,386,161

Sewer Budget

Sewer Expenses:

Treatment (57320)

Billing Period	Annual Usage		
Jan/Feb'26 Flow =	45,166	270,996	
Less Adj. Granted	(250)	(1,500)	
Per Unit Charge x 6 billing periods	\$ 11.67	\$ 3,145,018	
Less WWD Reimbursable charges		\$ (20,000)	
County Collection Fee (3,795 x \$1.35)		\$ 5,000	
County Administrative Fee		\$ 3,530	
SWRCB Annual Permits for Lift Stations		\$ 5,309	

Sewer Fund 100% Budget \$ 3,138,857

	Dollars	
Actual YTD	\$ 2,245,434	Note: 2nd Pymt. Due 8/15/26
Budget	\$ 2,993,912	
Proj TY	\$ 2,993,912	
2024-2025	\$ 2,610,338	
2023-2024	\$ 2,657,447	
2022-2023	\$ 2,911,566	

Utilities (57330)

PG&E:	Average Mo.	Total
Avalon LS	\$ 644	\$ 156,561
Rowntree LS	\$ 6,739	
Westborough LS	\$ 5,664	
AT&T Dialer Lines	\$ 966	\$ 11,592
3 each at \$322		

Sewer Fund 100% Budget \$ 168,153

	Dollars
Actual YTD	\$ 108,478
Budget	\$ 162,547
Proj TY	\$ 144,637
2024-2025	\$ 145,562
2023-2024	\$ 146,402
2022-2023	\$ 118,703

Repair of Pipelines (57340)

Repair of Pipelines	\$ 5,000	Annual
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Sewer Fund 100% Budget \$ 5,000

	Dollars
Actual YTD	\$ -
Budget	\$ 5,000
Proj TY	\$ -
2024-2025	\$ -
2023-2024	\$ -
2022-2023	\$ -

Repair of Pumps (57350)

Repair of Pumps	\$ 21,000	Annual
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Sewer Fund 100% Budget \$ 21,000

	Dollars
Actual YTD	\$ 3,119
Budget	\$ 21,000
Proj TY	\$ 4,159
2024-2025	\$ 21,167
2023-2024	\$ 66,696
2022-2023	\$ 40,529

Other Sewer Operating Expenses (57390)

	Total
Generators Maintenance	\$ 22,000
SMC Env.Health - Generator Permits (3)	\$ 1,659
BAIQM - Sewer Lift Stations Generators Permits (3)	\$ 1,921
SSMP Report (every 6 yrs.; next one is due 08/02/2031)	\$ -
SSMP Internal Audit (every 3 yrs.; next one is due 02/02/28)	\$ -
SERP (Spill Emergency Response Plan - Update as needed)	\$ 20,000
Misc. Other Sewer Operating Expenses	\$ 7,571

Sewer Fund 100% Budget \$ 53,151

	Dollars
Actual YTD	\$ 81,431.00
Budget	\$ 70,946.37
Proj TY	\$ 108,574.67
2024-2025	\$ 8,769
2023-2024	\$ 65,095
2022-2023	\$ 60,220

Westborough Water District  
Budget for Fiscal Year 2026-2027

Item & Account Number	2025-2026 YTD Mar.2026	2025-2026 TY Projected	2022-2023 Actual	2023-2024 Actual	2024-2025 Actual	2025-2026 Budget	2026-2027 Budget
<b>WATER FUND</b>							
<b>Operating Water Revenue</b>							
Water Sales (41100)	\$4,039,232	\$5,385,643	\$4,011,005	\$4,143,441	\$4,985,869	\$5,449,170	\$5,757,760
Misc. Operations (42345)	\$18,727	\$24,969	\$23,995	\$23,589	\$24,549	\$20,000	\$20,000
<b>Total Water Operating Revenue</b>	<b>\$4,057,959</b>	<b>\$5,410,612</b>	<b>\$4,035,000</b>	<b>\$4,167,030</b>	<b>\$5,010,418</b>	<b>\$5,469,170</b>	<b>\$5,777,760</b>
<b>Water Operating Expense</b>							
Salaries (51110)	\$318,183	\$424,244	\$406,205	\$447,002	\$449,120	\$435,382	\$480,874
Sal. Temp (51112)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sal. OT (51113)	\$6,365	\$8,487	\$8,241	\$9,395	\$9,253	\$11,000	\$11,000
CalPERS (51115)	\$63,018	\$84,024	\$173,989	\$139,254	\$118,571	\$75,890	\$85,219
Benefits (51400)	\$45,121	\$60,161	\$51,746	\$54,596	\$53,945	\$82,526	\$71,961
Payroll Tax (51410)	\$23,096	\$30,795	\$31,258	\$33,734	\$36,664	\$41,069	\$45,209
OPEB - Prefunding (51450)	\$0	\$0	\$18,131	\$0	(\$10,569)	\$3,140	\$0
GASB75 Contra Exp.(Income)(51470)	\$0	\$0	(\$27,262)	\$0	\$0	\$0	\$0
Utilities (51130)	\$135,591	\$180,788	\$154,843	\$176,485	\$183,447	\$200,088	\$206,511
Supplies (51140)	\$8,085	\$10,780	\$13,047	\$18,337	\$11,522	\$15,450	\$15,450
Special Services (51150)	\$120,484	\$160,645	\$68,394	\$76,886	\$119,162	\$181,823	\$192,641
Vehicle Expense (51170)	\$10,818	\$14,424	\$48,944	\$30,917	\$28,365	\$35,865	\$38,160
Maint. of System (51200)	\$40,906	\$54,541	\$63,574	\$72,813	\$45,141	\$66,715	\$67,915
Water Purchases (51300)	\$1,509,382	\$2,012,509	\$1,734,787	\$1,814,651	\$2,028,612	\$2,090,820	\$2,146,274
Tech. Communications (51860)	\$7,929	\$10,572	\$9,620	\$9,903	\$10,814	\$12,325	\$11,820
<b>Total Water Operating Expense</b>	<b>\$2,288,978</b>	<b>\$3,051,971</b>	<b>\$2,755,517</b>	<b>\$2,883,973</b>	<b>\$3,084,047</b>	<b>\$3,252,093</b>	<b>\$3,373,034</b>
<b>Water General &amp; Administrative (G&amp;A):</b>							
Salaries (56110)	\$395,670	\$527,560	\$480,150	\$518,928	470,087	\$501,193	\$540,447
Salaries Temp (56112)	\$0	\$0	\$1,967	\$0	\$1,587	\$2,120	\$2,120
Salaries OT (56113)	\$0	\$0	\$0	\$749	\$0	\$2,120	\$2,120
Employee Benefits (56400)	\$83,219	\$110,959	\$106,156	\$113,177	\$110,665	\$112,270	\$121,910
OPEB - Prefunding (56450)	\$0	\$0	\$27,197	\$14,696	\$25,015	\$4,752	\$5,779
CalPERS (56115)	\$103,415	\$137,887	\$222,010	\$98,105	\$169,525	\$94,219	\$103,992
Payroll Taxes (56410)	\$22,685	\$30,247	\$32,201	\$34,220	\$29,825	\$46,149	\$49,702
Office Supplies & Postage (56210)	\$8,014	\$10,685	\$16,212	\$10,472	\$8,755	\$9,910	\$11,732
Memberships (56230)	\$50,690	\$67,587	\$50,568	\$57,731	\$50,410	\$53,128	\$53,354
Travel & Education (56250)	\$5,465	\$7,287	\$6,884	\$8,505	\$8,402	\$15,816	\$17,236
Utilities (56280)	\$740	\$987	\$1,208	\$880	\$1,010	\$1,492	\$1,492
Telephone/Internet (56290)	\$2,727	\$3,636	\$3,636	\$4,446	\$3,333	\$3,809	\$3,923
GASB75 Contra Exp.(Income)(56470)	\$0	\$0	(\$40,894)	\$0	(\$21,818)	\$0	\$0
Water Conservation (56500)	\$928	\$1,237	\$12,224	\$1,384	\$2,753	\$5,600	\$5,600
Bldg. & Grounds Maint (56700)	\$7,193	\$9,591	\$15,558	\$9,051	\$11,369	\$12,649	\$12,539

6.D.15

Item & Account Number	2025-2026	2025-2026	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	YTD Mar.2026	TY Projected	Actual	Actual	Actual	Budget	Budget
Parking Rental Fees (56750)	\$2,835	\$3,780	\$5,400	\$5,400	\$3,780	\$3,969	\$3,969
Directors Fees (56810)	\$3,400	\$4,533	\$11,800	\$9,200	\$4,650	\$7,900	\$11,875
Engineering Svs. (56830)	\$22,111	\$29,481	\$65,440	\$17,509	\$26,031	\$50,619	\$20,213
Accounting Svs (56840)	\$23,016	\$30,688	\$35,200	\$28,600	\$30,438	\$33,395	\$32,940
Legal Services (56841)	\$15,722	\$20,963	\$30,663	\$19,567	\$15,825	\$16,400	\$18,600
Billing (56850)	\$25,001	\$33,335	\$39,866	\$60,742	\$34,937	\$43,285	\$55,608
Communications (56860)	\$14,388	\$19,184	\$31,864	\$16,488	\$17,343	\$23,184	\$29,866
General Election (56865)	\$0	\$0	\$2,685	\$0	\$0	\$0	\$11,400
Insurance (56870)	\$38,596	\$51,461	\$59,658	\$82,949	\$51,518	\$56,954	\$55,158
Bad Debts (56880)	\$20	\$27	\$85	\$12,888	\$134	\$1,000	\$1,000
Miscellaneous (56890)	\$9,831	\$13,108	\$5,512	\$63,576	\$21,236	\$10,118	\$10,711
Banking and Cr.Card Fees (56875)	\$17,127	\$22,836	\$64,403	\$67,760	\$26,034	\$22,805	\$23,821
<b>Total Water G &amp; A Operating Expense</b>	<b>\$852,793</b>	<b>\$1,137,057</b>	<b>\$1,287,653</b>	<b>\$1,257,023</b>	<b>\$1,102,844</b>	<b>\$1,134,854</b>	<b>\$1,207,103</b>
<b>Total Water Operating Expenses</b>	<b>\$3,141,771</b>	<b>\$4,189,028</b>	<b>\$4,043,170</b>	<b>\$4,140,996</b>	<b>\$4,186,891</b>	<b>\$4,386,947</b>	<b>\$4,580,138</b>
<b>Water Operating Income (Loss) Before Depreciaton</b>	<b>\$916,188</b>	<b>\$1,221,584</b>	<b>(\$8,170)</b>	<b>\$26,034</b>	<b>\$823,527</b>	<b>\$1,082,223</b>	<b>\$1,197,622</b>
Water Depreciation Expense	\$205,025	\$273,367	\$335,130	\$341,583	\$271,282	\$295,165	\$273,407
<b>Water Operating Income (Loss)</b>	<b>\$711,163</b>	<b>\$948,217</b>	<b>(\$343,300)</b>	<b>(\$315,549)</b>	<b>\$552,245</b>	<b>\$787,058</b>	<b>\$924,215</b>
<b>Water Non-Operating Income (Expense)</b>							
Interest (49215, 49234, & 49240)	\$87,308	\$116,411	\$55,802	\$241,748	\$145,685	\$49,648	\$51,152
Tax/Assessments (49310, 49320, 49330, & 49600)	\$365,784	\$487,712	\$652,922	\$647,270	\$458,226	\$517,611	\$545,255
Other Income (49700)	\$0	\$0	\$13,344	\$16,177	\$1,820	\$0	\$0
Bad Debt Recovery (49701)	\$0	\$0	\$468	\$0	\$883	\$0	\$0
Rental Income (49910)	\$24,995	\$33,327	\$33,408	\$33,448	\$33,405	\$34,080	\$33,252
Insurance Recovery (49702)	\$0	\$0	\$51,286	\$0	\$0	\$0	\$0
Cap Facilities Income (49800)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Facility Expense (56885)	\$0	\$0	(\$500)	\$0	\$0	\$0	\$0
<b>Total Water Non-Operating Income</b>	<b>\$478,087</b>	<b>\$637,449</b>	<b>\$806,730</b>	<b>\$938,643</b>	<b>\$640,019</b>	<b>\$601,338</b>	<b>\$629,660</b>
Interloan Repymt.from Water to Sewer (xxxxx)	\$0	\$0	\$0	\$0	(\$100,000)	(\$100,000)	(\$100,000)
<b>Water Net Income (Loss)</b>	<b>\$1,189,250</b>	<b>\$1,585,667</b>	<b>\$463,430</b>	<b>\$623,094</b>	<b>\$1,092,264</b>	<b>\$1,288,396</b>	<b>\$1,453,875</b>

6.D.16

Item & Account Number	<u>2025-2026</u> YTD Mar.2026	<u>2025-2026</u> TY Projected	<u>2022-2023</u> Actual	<u>2023-2024</u> Actual	<u>2024-2025</u> Actual	<u>2025-2026</u> Budget	<u>2026-2027</u> Budget
<b>SEWER FUND</b>							
<b>Operating Sewer Revenue</b>							
Sewer Service Fees (42351)	\$2,825,210	\$3,766,947	\$3,236,621	\$3,293,969	\$3,392,054	\$3,765,946	\$3,988,541
Misc. Operations (42345)	\$0	\$0	\$0	\$1,000	\$800	\$0	\$0
<b>Total Sewer Operating Revenue</b>	<b>\$2,825,210</b>	<b>\$3,766,947</b>	<b>\$3,236,621</b>	<b>\$3,294,969</b>	<b>\$3,392,854</b>	<b>\$3,765,946</b>	<b>\$3,988,541</b>
<b>Sewer Operating Expenditures:</b>							
Treatment & Disposal (57320)	\$2,245,434	\$2,993,912	\$2,911,566	\$2,657,447	\$2,610,338	\$2,993,912	\$3,138,857
Utilites (57330)	\$108,478	\$144,637	\$118,703	\$146,402	\$145,562	\$162,547	\$168,153
Repair of Pipelines (57340)	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000
Repair of Pumps (57350)	\$3,119	\$4,159	\$40,529	\$66,696	\$21,167	\$21,000	\$21,000
Connection Fees 57370)	\$0	\$0	\$100	\$4,270	\$0	\$0	\$0
Other Sewer Operating Expenses (57390)	\$81,431	\$108,575	\$60,220	\$65,095	\$8,769	\$70,946	\$53,151
<b>Total Sewer Operating Expenditures</b>	<b>\$2,438,462</b>	<b>\$3,251,283</b>	<b>\$3,131,118</b>	<b>\$2,939,910</b>	<b>\$2,785,836</b>	<b>\$3,253,405</b>	<b>\$3,386,161</b>
<b>Sewer General &amp; Administrative (G&amp;A):</b>							
Sewer Salaries (57110)	\$57,555	\$76,740	\$0	\$0	\$74,953	\$104,138	\$108,224
Sewer Employee Benefits (57400)	\$5,560	\$7,413	\$0	\$0	\$8,741	\$9,138	\$10,893
Sewer OPEB Prefunding (57450)	\$0	\$0	\$0	\$0	\$0	\$489	\$595
Sewer CalPERS 57115)	\$15,499	\$20,665	\$0	\$0	\$16,400	\$36,392	\$40,468
Sewer Payroll Taxes (57410)	\$3,458	\$4,611	\$0	\$0	\$6,334	\$10,120	\$10,735
Office Supplies & Postage (57210)	\$3,444	\$4,592	\$0	\$0	\$3,541	\$4,247	\$5,028
Memberships (57230)	\$92	\$123	\$0	\$0	\$309	\$492	\$500
Utilities (57330)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel & Education (57250)	\$0	\$0	\$0	\$0	\$0	\$0	#REF!
Telephone/Internt (57290)	\$1,169	\$1,559	\$0	\$0	\$1,428	\$1,632	\$1,681
GASB75 Contra Exp.(Income) (57470)	\$0	\$0	\$0	\$0	(\$1,705)	\$0	\$0
Water Conservation (57500)	\$398	\$531	\$0	\$0	\$1,180	\$2,400	\$2,400
Bldg. & Grounds Maint (57700)	\$1,125	\$1,500	\$0	\$0	\$1,053	\$2,488	\$2,454
Parking Rental Fees (57750)	\$1,215	\$1,620	\$0	\$0	\$1,620	\$1,701	\$1,701
Directors Fees (57810)	\$3,000	\$4,000	\$0	\$0	\$3,650	\$4,400	\$7,750
Engineering Svs. (57830)	\$5,869	\$7,825	\$0	\$0	\$65,353	\$19,250	\$20,213
Accounting Svs (57840)	\$23,016	\$30,688	\$0	\$0	\$29,738	\$33,395	\$32,940
Legal Services (57841)	\$10,946	\$14,595	\$0	\$0	\$19,670	\$16,400	\$18,600
Billing (57850)	\$12,197	\$16,263	\$0	\$0	\$15,405	\$18,551	\$23,832
Communications (57860)	\$13,721	\$18,295	\$0	\$0	\$16,635	\$24,853	\$20,065
General Election (57865)	\$0	\$0	\$0	\$0	\$0	\$0	\$11,400
Insurance (57870)	\$38,596	\$51,461	\$0	\$0	\$51,518	\$56,954	\$55,158
Bad Debts (57880)	\$20	\$27	\$0	\$0	\$134	\$1,000	\$1,000
Miscellaneous Sewer Expenses (57890)	\$3,377	\$4,503	\$0	\$0	\$1,350	\$4,379	\$4,399
Banking and Cr.Card Fees (57885)	\$1,883	\$2,511	\$0	\$0	\$3,144	\$2,534	\$2,647
<b>Total Sewer G&amp;A Operating Expenses</b>	<b>\$202,140</b>	<b>\$269,520</b>	<b>\$0</b>	<b>\$0</b>	<b>\$320,451</b>	<b>\$354,954</b>	<b>#REF!</b>

6.D.17

6.D.18

Item & Account Number	<u>2025-2026</u> YTD Mar.2026	<u>2025-2026</u> TY Projected	<u>2022-2023</u> Actual	<u>2023-2024</u> Actual	<u>2024-2025</u> Actual	<u>2025-2026</u> Budget	<u>2026-2027</u> Budget
Total Sewer Operating Expenses	\$2,640,602	\$3,520,803	\$3,131,118	\$2,939,910	\$3,106,287	\$3,608,359	#REF!
Sewer Operating Income (Loss) Before Depreciaton	\$184,608	\$246,144	\$105,503	\$355,059	\$286,567	\$157,587	#REF!
Sewer Depreciation Expense (57101)	\$52,518	\$70,024	\$0	\$0	\$67,658	\$70,575	\$70,172
Sewer Operating Income (Loss)	\$132,090	\$176,120	\$105,503	\$355,059	\$218,909	\$87,012	#REF!
<b>Sewer Non-Operating Income (Expense)</b>							
Interest (48215, 48234, & 48240)	\$120,770	\$161,027	\$0	\$0	\$160,051	\$74,471	\$34,102
Tax/Assessments (48310, 48320 48330 & 48600)	\$217,230	\$289,640	\$0	\$0	\$238,839	\$221,833	\$233,681
Other Income (48700)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bad Debt Recovery (48701)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance Recovery (48750)	\$0	\$0	\$0	\$0	\$77,469	\$0	\$0
Cap Facilities Income (48800)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Facility Expense (57885)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interloan Repymt.to Sewer from Water (xxxxx)	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$100,000
<b>Total Sewer Non-Operating Income</b>	<b>\$338,000</b>	<b>\$450,667</b>	<b>\$0</b>	<b>\$0</b>	<b>\$576,359</b>	<b>\$396,305</b>	<b>\$367,783</b>
GASB 87 Adjustments (Net)							
<b>Sewer Net Income (Loss)</b>	<b>\$470,090</b>	<b>\$626,787</b>	<b>\$105,503</b>	<b>\$355,059</b>	<b>\$795,268</b>	<b>\$483,317</b>	<b>#REF!</b>
Rounding Off Adjustment					(\$5)		
<b>Water and Sewer</b>							
<b>Combined Net Income/Loss</b>	<b>\$1,659,340</b>	<b>\$2,212,453</b>	<b>\$568,933</b>	<b>\$978,153</b>	<b>\$1,887,527</b>	<b>\$1,771,713</b>	<b>#REF!</b>
Water Capital Projects						\$1,500,000	\$2,442,725
Sewer Capital Projects						\$1,000,000	\$898,538
<b>Total Capital Projects</b>						<b>\$2,500,000</b>	<b>\$3,341,263</b>

**BAY AREA WATER SUPPLY AND CONSERVATION AGENCY**  
**PARTICIPATION AGREEMENT FOR THE WATER LOSS MANAGEMENT PROGRAM**

JULY 1, 2026 TO JUNE 30, 2027

The Bay Area Water Supply and Conservation Agency (BAWSCA) administers a Water Loss Management (Program), under which E Source Companies LLC (Contractor) supports participating BAWSCA agencies in reducing water losses to an economically optimized level and in complying with water loss requirements implemented by the State of California.

BAWSCA has entered into a professional services agreement (PSA) with Contractor, attached hereto as Attachment 1 (the PSA). Program details are provided in the Exhibit B of the PSA.

Members who wish to participate in this Program for July 1, 2026 – June 30, 2027 should complete and sign this Participation Agreement and return it to BAWSCA, attention Negin Ashoori.

The respective roles and responsibilities of BAWSCA and each Participating Agency are outlined below:

BAWSCA's Roles and Responsibilities:

1. Overall Program management and coordination.
2. Coordinate Regional Water Loss Control Work Group.
3. Maintain program bill and budget information.

Participating Agency's Roles and Responsibilities:

1. Agreement to Program Scope of Work (Exhibit B of the PSA).
2. Provide data and respond to Contractor inquiries to complete selected Program tasks to Contractor in a timely manner.
3. Cooperate with BAWSCA in the administration of the Program.

Participating agencies may be required to pre-pay BAWSCA a deposit of 100% of the maximum program cost shown in line 7 of the table on page 2. BAWSCA will determine whether the deposit account will be required upon receipt of the applications and will notify the Participating Agencies of its determination. If a deposit is required, BAWSCA will invoice individual Participating Agencies for the full deposit amount. Participating Agencies can add funds to their deposit account at any time during the Program period. Each Participating Agency's funds will be separately accounted for and the interest tracked individually. The deposit account will be used by BAWSCA to pay Contractor for the Program implementation costs monthly. On a monthly basis, BAWSCA will invoice each Participating Agency for its Program costs, detailing use of the deposit account, and identifying the remaining budget balance. At the end of the year, each Participating Agency will have the option of receiving a check for any remaining balance in the deposit account or applying the remaining balance to participation in next year's Program.

Each Participating Agency may terminate participation in the Program or revise its participation level upon 30 days written notice to BAWSCA. Participating Agencies electing to terminate their participation will be responsible for all costs related to the Participating Agencies' participation in the Program up to the effective date of termination.

**\*Prior to finalizing this Application, Agency Representative should contact Tim Marcella, representing the Contractor team, to review requested program details to ensure program success. Contact Tim at [tim\\_marcella@esource.com](mailto:tim_marcella@esource.com).**

Rate Schedule

Program Item	Subtask Selection	Unit Cost x Quantity	Total Cost
A. Validation	<input type="checkbox"/> Level 1 Validation	\$2,700 (x2)	\$5,400
1. Program Management	<input type="checkbox"/> 1.a Ongoing Administration	\$465 x 4 (would be increased to \$2,325 if optional task is taken up) # of subtasks selected from 2.a-f, 3.a-b, 4.a-d, 5	\$2,325
	<input type="checkbox"/> 1.b Monthly Status & Budget Updates	\$930 required if any subtasks beyond validation are selected	\$930
2. Water Audits & Data Sources	<input type="checkbox"/> 2.a Water Audit Compilation & Reporting	\$8,153 (x2)	\$16,306
	<input type="checkbox"/> 2.b Billing Data Analysis	\$5,338 (x2)	\$10,676
	<input type="checkbox"/> 2.c Source Meter Volumetric Accuracy Testing & Reporting	Determined upon discussion with E Source (2-day field visit to advise on redundant metering possibilities. report, expenses inclusive)	*Optional Site Visit - \$8,848
	<input type="checkbox"/> 2.d Field Pressure Survey & Reporting	\$15,391	
	<input type="checkbox"/> 2.e Water Audit Miscellaneous Support	Determined upon discussion with E Source (rates in Table 1 below)	
	<input type="checkbox"/> 2.f Eye on Water Detailed Flow Analysis	Determined upon discussion with E Source (rates in Table 1 below)	
3. Leakage Analysis & Recovery	<input type="checkbox"/> 3.a Real Losses Component Analysis	\$26,654	
	<input type="checkbox"/> 3.b Leak Detection – Preparation, Kick Off & Reporting	\$5,743 (required if conducting leak detection)	
	<input type="checkbox"/> 3.c Leak Detection – Survey	Price based on tiered rate (see Table 2)	
4. Apparent Loss Analysis & Reporting	<input type="checkbox"/> 4.a-1 Small Meter Test Strategy & Sample	\$8,020	
	<input type="checkbox"/> 4.a-2 Small Meter Test Sample	\$3,445	
	<input type="checkbox"/> 4.a-3 Small Meter Test Data Analysis	\$8,237	
	<input type="checkbox"/> 4.a-4 Large Meter Test Design	\$4,030	
	<input type="checkbox"/> 4.a-5 Large Meter Test Data Analysis	\$6,389 Typical cost; discuss pricing with E Source	
	<input type="checkbox"/> 4.b Customer Meter Accuracy Testing via Subcontractor	See Separate Agreement	
5. Targeted SWRCB Assistance	<input type="checkbox"/> Targeted SWRCB Water Loss Standard Assistance	Determined upon discussion with E Source	

6. BAWSCA Administration Fee		\$150
7. Maximum Program Cost	Total Items 1-6	\$44,635

Billing Rates

Table 1. Hourly Rate Table for additional services (Task 2.e and others, as necessary)

Role	Rate (hourly)
Project Advisor	\$ 309
Project Director	\$ 251
Project Manager	\$ 214
Analyst	\$ 167

Table 2. Comprehensive Leak Detection Mileage Rate Table (Task 3.b)

Mileage Surveyed	\$/mile
Mile 1 through Mile 50	488
Mile 51 through Mile 100	427
Miles 101 +	366

Notes:

1. Please reference "Exhibit B – Scope of Work" for explanation of work involved in each task and for an explanation of why an agency would sign up.
2. BAWSCA Administration Fee required for participation in all tasks except Task A.
3. Task dependencies to highlight in the above task selection table:
  - Task 1.a and 1.b Program Management costs are required if any items beyond Task A – Level 1 Validation are selected.
  - 3.b Leak Detection – Kick Off is required if 3.c Leak Detection – Survey is selected.

Timeline

To memorialize this arrangement, please have the enclosed copy of this Participation Agreement executed by an individual authorized to enter into such agreements and return it to BAWSCA, attention Negin Ashoori. Agencies can enroll on an ongoing basis.

By submitting this Application to Participate, the Participating Agency agrees to pay its share of the Program costs, up to the maximum in line 7. within thirty (30) days of its receipt of an invoice from BAWSCA. In addition, the Participating Agency represents it has reviewed the PA attached hereto as Attachment 1; and the Participating Agency hereby acknowledges and finds acceptable the terms and conditions of the PSA including all of its exhibits. The Participating Agency is responsible for working with Contractor to ensure it remains within the Maximum Program Budget. Participating Agency agrees to hold BAWSCA harmless from any claims or actions arising from Contractor's performance or any allegation that materials or services provided by Contractor infringe or violate third party intellectual-property right. The person signing below represents and warrants that they are authorized by the Participating Agency to bind the Participating Agency to this Participation Agreement.

\_\_\_\_\_  
[Signature of authorized representative]

Date: [Click or tap here to enter text.](#)

Name: [Click or tap here to enter text.](#)

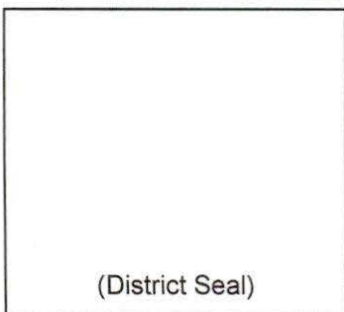
Agency: [Click or tap here to enter text.](#)



**Candidate Policy Form for Special Districts  
 November 3, 2026  
 Statewide General Election**

Please complete and return this form by July 1, 2026 (EC §§10509, 10522)

Our District Board adopts the following policies effective for the November 3, 2026 Statewide General Election:			
1	The <i>number of members</i> to be elected to the Governing Board for a <b>4-year term</b> : <b>2</b>		
	Names of incumbents currently holding these seats (Indicate sub-district if election is by district)		
	Name	Sub-district	Name
	Perry H. Bautista	4	
Name	Sub-district	Name	
Tom Chambers	2		
2	The <i>number of members</i> to be elected to the Governing Board for a <b>2-year term</b> (if applicable to fill balance of an unexpired term): _____		
	Name(s) of incumbent(s) currently holding or who previously held and has vacated this seat(s)		
	Name	Sub-district	Name
Name	Sub-district	Name	
3	Election type		
	<input type="checkbox"/> <b>At-large:</b> Each governing board member shall reside in the jurisdiction and shall be elected by the registered voters of the entire jurisdiction		
	<input checked="" type="checkbox"/> <b>By district:</b> Each governing board member shall reside in the sub-district area where she or he seeks to represent and shall be elected (choose one):		
	<input checked="" type="checkbox"/> By the registered voters of that particular sub-district area	<input type="checkbox"/> By the registered voters of the entire jurisdiction	
4	The word limit for a candidate statement will be (EC §13307)		
	<input checked="" type="checkbox"/> 200-word statement	<input type="checkbox"/> 400-word statement	
5	The cost of the candidate's statement sent to each voter will be paid by (EC §13307)		
	<input type="checkbox"/> District (Jurisdiction)	<input checked="" type="checkbox"/> Candidate	



(District Seal)

\_\_\_\_\_  
 Signature of the General Manager or Administrator and Date

Patricia Mairena – General Manager  
 Print Name and Title

Westborough Water District  
 Official District Name (*to be used as ballot heading*)

**RESOLUTION NO. 694**

**A RESOLUTION OF BOARD OF DIRECTORS OF THE WESTBOROUGH WATER DISTRICT CALLING FOR AN ELECTION TO BE HELD ON NOVEMBER 3, 2026 FOR THE ELECTION OF TWO MEMBERS OF THE BOARD OF DIRECTORS REPRESENTING ZONES 2 AND 4**

**WESTBOROUGH WATER DISTRICT**

**WHEREAS**, an election is scheduled for November 3, 2026 within the Westborough Water District for the purpose of electing three members of its Board of Directors (“Board”); and

**WHEREAS**, pursuant to Section 1001 of the Elections Code of the State of California, there is an established General Statewide election to be held on the same date; and

**WHEREAS**, pursuant to Part 3, Consolidation of Elections, and commencing with Section 10400 of the Elections Code of the State of California, an election for members of the Board may be either completely or partially consolidated with another election held on the same day, if in the same territory, or in territory that is part the same; and

**WHEREAS**, pursuant to Section 1002 of the Elections Code of the State of California, the Board desires to adopt this resolution to request that the Board of Supervisors of the County of San Mateo permit the County’s the San Mateo County Chief Elections Officer & Assessor–County Clerk–Recorder (the “Chief Elections Officer”) to render specified services to the Westborough Water District relating to the conduct of the November 3, 2026 election.

**NOW, THEREFORE, BE IT RESOLVED:**

**Section 1.** An election is ordered to be held in and for the Westborough Water District on November 3, 2026 to elect two members of the Governing Board for a full term of four years each from Zones 2 and 4; and

**Section 2.** Pursuant to Elections Code 10002, the Board of Directors of the Westborough Water District hereby requests the Board of Supervisors of the County of San Mateo to make available the services of the San Mateo County Chief Elections Officer & Assessor – County Clerk – Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the election to be held on November 3, 2026; and

**Section 3.** The election to be held on November 3, 2026 for the three members of the Board of Directors for a full term of four years each will be conducted by zones, and the governing board members shall reside in the zone where she or he seeks to represent and shall be elected by the registered voters of that particular zone; and

**Section 4.** Pursuant to Elections Code 10509, not less than 125 days prior to the date of the election, the jurisdiction secretary shall deliver a notice to the Chief Elections Officer. The notice shall bear the secretary's signature and the district seal and shall also contain both of the following:

(a) The elective offices of the jurisdiction to be filled at the next general district election, specifying which offices, if any, are for the balance of an unexpired term.

(b) Whether the jurisdiction or the candidate is to pay for the publication of a candidate statement; and

**Section 5.** Pursuant to Elections Code 10522, not less than 125 days prior to the date of the election, the Westborough Water District shall deliver to the Chief Elections Officer a map showing the boundaries of the jurisdiction and the boundaries of the divisions of the jurisdiction, if any, within the County and a statement indicating in which divisions a member of the Board of Directors is to be elected and whether any elective officer is to be elected at large at the next general district election; and

**Section 6.** The General Manager of the Westborough Water District hereby is authorized and directed to enter an Elections Service Agreement with the Chief Elections Officer regarding the election to be held on November 3, 2026 to outline the detailed services to be provided by both the Westborough Water District and the Chief Elections Officer; and

**Section 7.** The Chief Elections Officer shall send an itemized invoice to the Westborough Water District for all services provided pursuant to the Elections Service Agreement after the election is conducted and all related costs are determined. The Westborough Water District agrees to submit payment on the full amount of the invoice to the County of San Mateo within forty-five (45) days of the date of the invoice.

**Section 8.** That pursuant to Elections Code 13307, each candidate for the Board of Directors to be voted in the election to be held on November 3, 2026 may prepare a candidate statement on the appropriate form provided by the Chief Elections Officer. Such statement shall

be limited to 200 words. The prorated costs of printing, mailing and translating the statements shall be paid by the candidate; and

**Section 9.** That an election is hereby called to be held in and for the Westborough Water District on November 3, 2026 to elect two members of the Board of Directors for a full term of four years each in Zones 2 and 4.

PASSED AND ADOPTED this 11<sup>th</sup> day of June, 2026, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Board Secretary

June 9, 2026

Dear Board of Directors,

I am pleased to report that District staff continue to be cross-trained, and I am satisfied with everyone's performance this past year, particularly with all the new regulations that the State has been passing and requiring, even of water districts with small size staff, like ours. I am in the process of conducting staff evaluations, and everyone has performed at their expected level or above, and new goals have been set for next year.

With the above in mind, I am submitting the following recommendations for your consideration. This percentage has already been integrated in the FY 2026-2027 Budget:

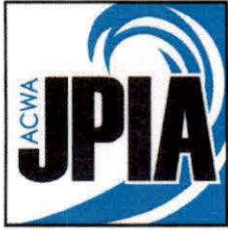
Position	COLA %	Merit %	Total Increase	Revised Pay
Operations Assistant	1.70%	4.30%	6.0%	\$ 115,895.38
Office Supervisor	1.70%	4.30%	6.0%	\$ 164,071.59
Field Supervisor	1.70%	4.30%	6.0%	\$ 180,899.60
Field Worker(s)	1.70%	4.30%	6.0%	\$ 87,999.08
On Call Worker(s)	1.70%		1.7%	\$ 47.01

Respectfully,



Patricia Mairena  
General Manager

PM/pm



YOUR BEST PROTECTION

June 1, 2026

Ms. Patricia Mairena, General Manager  
Westborough Water District  
P.O. Box 2747  
South San Francisco, California 94083-2747

**Re: Liability, Property, and Workers' Compensation Programs Risk Assessment**

Dear Ms. Mairena:

This letter is a follow-up to my visit on May 12, 2026. The purpose was to obtain an update on Westborough Water District's (WWD) operations, review loss history, and evaluate risk exposures. Please thank Carlos Arias, Field Supervisor, for his time and consideration. Below are highlights of our discussions and related ACWA JPIA resources.

Thank you for submitting your letter of support for SB 1001, which would authorize the California Governor's Office of Emergency Services (CalOES) to establish a standardized identification card program for essential utility workers who may need access to emergency areas to maintain or restore critical infrastructure.

**Loss History**

The JPIA reviews losses that occurred over the last five years of coverage. These claims have the greatest impact on pooled programs and can help identify trends, support training, and inform risk-reduction efforts. In the last five years, the District has had three workers' compensation claims, one liability claim, and two property claims. The District's current Experience Modification Rates (E-Mod) are 0.86 in the Workers' Compensation Program and 1.08 in the Liability Program. E-Mod rates are not calculated for the Property Program. Rates below 1.0 result in discounts on your District's contributions.

**Property Program**

As a reminder, all property must be scheduled before loss or within 90 days of acquisition to ensure coverage applies; any additional contributions will be prorated. Using the [RiskStar Member Dashboard](#), members are encouraged to review and update their Property Schedules throughout the year. If a loss occurs to unscheduled property, there is no coverage. Staff are encouraged to continue consulting the JPIA when questions arise regarding property claims. For assistance, please contact [JPIA Member Services](#).

**Training**

It was good to hear that [Vector Solutions](#) is used as an online training resource. We discussed using the JPIA's [Video Lending Library](#) for ergonomics training. Another option is to attend open training

Ms. Patricia Mairena, General Manager  
Westborough Water District  
June 1, 2026  
Page 2

classes hosted by nearby JPIA members. The JPIA Training Department will send announcements to members when these opportunities are available.

### **Risk Control Grant Program**

I highlighted the JPIA's Risk Control Grant Program, which promotes the implementation of best practices to prevent or mitigate losses for members participating in at least two JPIA pooled Programs: Workers' Compensation, Liability, and/or Property. The Grant Program incentivizes members to renew their Commitment to Excellence and to review best practices applicable to their operations. It does so by funding up to \$10,000 for specific one-time, non-routine risk management and loss control programs or activities intended to address those risks. Thank you for signing up for the program last year. We discussed a mower for tank sites as a possible grant submission. This year's Grant Program will begin accepting applications in October 2026. Please visit the [Grant information page](#) for additional details, past winners, and eligibility requirements.

### **Safety Awards**

The [H.R. LaBounty Safety Awards Program](#) is designed to promote safe workplace behavior and operations practices while rewarding employees who participate in risk-reducing actions. We discussed the Wacker truck rack to reduce sprains and strains during transportation as a possible submission. Please visit the H.R. LaBounty Safety Awards Program page for more information.

### **2025-26 Risk Assessment Focus Areas**

The following Risk Reduction and Loss Control Programs are being highlighted this year. The goal is to promote the implementation of best practices that may limit exposures and reduce losses to the membership.

### **Cybersecurity**

Cybersecurity is a growing and evolving risk impacting the public sector, including water agencies. We discussed the JPIA-provided resources, KnowBe4 for employee training, and KYND for domain scanning, to help mitigate cybersecurity risks. Please visit our [Cybersecurity](#) webpage for more information or contact the JPIA's Cybersecurity Risk Specialist, Hunter Sargent, at [hsargent@acwajpia.com](mailto:hsargent@acwajpia.com).

### **Ergonomics**

Sprain and strain injuries are the leading cause of losses in the Workers' Compensation Program, accounting for 36 percent of all injuries. It was good to hear that some trucks are equipped with lift gates for heavy lifts. The JPIA appreciates the District's efforts in ergonomics.

### **Fall Protection**

Ladder cages and wells are being phased out by OSHA as adequate fall protection for fixed ladders over 24 feet, with a deadline of November 2036. The District may have tank ladders that exceed 24 feet in length and may be affected by this. The JPIA is reminding its members to consider upgrading its ladder systems when rehabbing or replacing tanks to meet the new requirements by 2036. See our most recent [Splash Alert](#) for more information.

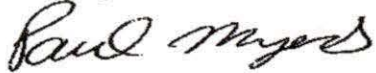
### **Field Visit**

Carlos took me through the District garage and to the Skyline tank site, where I observed the contractor recoating the tank and installing seismic bracing. Both sites were well maintained, with strong security and clear signage, a C2E *Infrastructure* loss-reduction best practice.

Ms. Patricia Mairena, General Manager  
Westborough Water District  
June 1, 2026  
Page 3

I want to thank Westborough Water District for being a JPIA member. If you have any questions or need assistance, please contact me at (916) 774-7050, ext. 3144, or via email at [PMyers@acwaipia.com](mailto:PMyers@acwaipia.com).

Sincerely,




Paul Myers, SMP  
Risk Control Advisor II

601:tl

c: JPIA Member Services  
Don Amuzie, JPIA Board Member



## Memo

**To:** WWD Board of Directors **Date:** 06/04/26  
**Project Name:** Skyline Tank No. 3 Structural Retrofit **Project No.:** 10025.14  
**Reference:** Progress Payment No. 8  
**From:** Joubin Pakpour, PE 

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### Construction Status

Between May 1, 2026 and May 31, 2026, Euro Style Management (ESM) completed the anchor chair installation, shell manway reinforcement, flush cleanout, sealed the tank drain, began coating the exterior tank areas affected by new construction, and applied the first coat of the remaining interior work within 5 feet of the tank floor.

Work anticipated in June 2026 includes finishing remaining work including interior/exterior coating, reinstalling the inlet/outlet, level indicator installation, and site restoration. ESM anticipates disinfecting and reinstating the tank in mid-June.

### Pending Change Orders

#### Anchor Chair Material Cost Adjustment

In early December 2025, ESM requested a cost adjustment due to increased tariffs on the anchor chair materials, specifically the OnGuard System, which is based/manufactured in New Zealand. We are currently coordinating with ESM on backup documentation justifying the increase anticipated to be approximately \$20,000.

#### Tank Structural Repairs

As part of the tank inspection process prior to finalizing all welding work within the tank, ESM, our structural engineer, and inspector identified several areas along the rafters and roof in need of structural repair. In addition, several cathodic protection components were in poor condition requiring replacement. The labor for this work is paid for under Bid Item 15 and assumes a 3 person, fully equipped welding crew. The material is paid for by change order as during design it is not possible to determine the repair extents without erecting scaffolding and extensive work to expose bare steel. Generally, labor is the most expensive component of repair work and having this as a bid item allows budgeting a portion of this work should it be required.

#### Additional Working Days

Due to weather related circumstances involving significant moisture/fog, the exterior coating work took longer than expected. Instead of utilizing full days to perform this work, ESM was only able to work in the afternoons. Additionally, ESM conducted several days' worth of tank

repairs. The total number of days is under negotiation but anticipate the amount to carry the contract through June.

**Project Schedule and Request for Progress Payment No. 8**

As of May 31, 2026, ESM completed 94% percent of the contractual work **(\$2,276,884.30)** and has 0 working days remaining out of 204 working days. See above for additional working days to eventually be added.

Enclosed please find Progress Payment No. 8 due ESM for **\$246,244.94** (value of work minus 5 percent retention). The work performed to date has been satisfactory and payment is recommended.

	<b>Current Month</b>	<b>Total</b>	
Original Contract Amount		\$ 2,417,594.00	
Approved Change Orders	\$ 16,679.10	\$ 16,679.10	0.7%
<b>Final Contract Amount</b>		<b>\$ 2,434,273.10</b>	
Previously Paid		\$ 1,916,795.14	
<b>Current Request (Less Retention)</b>	<b>\$ 246,244.94</b>	<b>\$ 246,244.94</b>	
Retention	\$ 12,960.26	\$113,844.22	
Total Value of Work Completed	\$ 259,205.20	\$ 2,276,844.30	94%
Total Remaining on Contract		<b>\$157,388.80</b>	6%

J:\Projects\Westborough Water District - 10025.00\14-Skyline Tanks Structural Upgrades\02-Structural Upgrades\Construction\Correspondence\Board Packets\14-WWD-Board-26.06.04-PP08.docx





**Skyline Tank No. 3 Structural Retrofit**  
**Progress Payment No. 08**  
**May 1, 2026 to May 31, 2026**



9.A.3

Bid Item	Description	Original Contract Amount				Change Order			Revised Contract Amount			Earned This Period			Prior Billing			Total to Date		
		Unit	Unit Price	Qty.	Total Price	Qty.	Unit Price	Total Price	Qty.	Unit Price	Total Price	Qty.	Amount Earned	%	Qty.	Amount Earned	%	Qty.	Amount Earned	%
1	Mobilization/Demobilization	LS	\$ 110,000.00	1	\$ 110,000.00	0	\$ 110,000.00	\$ -	1	\$ 110,000.00	\$ 110,000.00	0	\$ -	0%	0.7	\$ 77,000.00	70%	0.7	\$ 77,000.00	70%
2	Ringwall Extension/Catch Basin	LS	\$ 410,000.00	1	\$ 410,000.00	0	\$ 410,000.00	\$ -	1	\$ 410,000.00	\$ 410,000.00	0	\$ -	0%	1	\$ 410,000.00	100%	1	\$ 410,000.00	100%
3	Micropiles	LS	\$ 202,500.00	1	\$ 202,500.00	0	\$ 202,500.00	\$ -	1	\$ 202,500.00	\$ 202,500.00	0	\$ -	0%	1	\$ 202,500.00	100%	1	\$ 202,500.00	100%
4	Tank Anchorage	LS	\$ 324,000.00	1	\$ 324,000.00	0	\$ 324,000.00	\$ -	1	\$ 324,000.00	\$ 324,000.00	0.22	\$ 72,000.00	22%	0.78	\$ 252,000.00	78%	1	\$ 324,000.00	100%
5	Roof Strengthening	LS	\$ 150,000.00	1	\$ 150,000.00	0	\$ 150,000.00	\$ -	1	\$ 150,000.00	\$ 150,000.00	0	\$ -	0%	1	\$ 150,000.00	100%	1	\$ 150,000.00	100%
6	Shell Manway Strengthening	LS	\$ 14,000.00	1	\$ 14,000.00	0	\$ 14,000.00	\$ -	1	\$ 14,000.00	\$ 14,000.00	0.75	\$ 10,500.00	75%	0.25	\$ 3,500.00	25%	1	\$ 14,000.00	100%
7	Column Strengthening	LS	\$ 37,000.00	1	\$ 37,000.00	0	\$ 37,000.00	\$ -	1	\$ 37,000.00	\$ 37,000.00	0	\$ -	0%	1	\$ 37,000.00	100%	1	\$ 37,000.00	100%
8	Flush Cleanout	LS	\$ 20,000.00	1	\$ 20,000.00	0	\$ 20,000.00	\$ -	1	\$ 20,000.00	\$ 20,000.00	0.75	\$ 15,000.00	75%	0.25	\$ 5,000.00	25%	1	\$ 20,000.00	100%
9	Seal Tank Vents	LS	\$ 40,000.00	1	\$ 40,000.00	0	\$ 40,000.00	\$ -	1	\$ 40,000.00	\$ 40,000.00	0	\$ -	0%	1	\$ 40,000.00	100%	1	\$ 40,000.00	100%
10	Sump Drain Modification	LS	\$ 15,000.00	1	\$ 15,000.00	0	\$ 15,000.00	\$ -	1	\$ 15,000.00	\$ 15,000.00	1	\$ 15,000.00	100%	0	\$ -	0%	1	\$ 15,000.00	100%
11	Overflow Relocation	LS	\$ 55,000.00	1	\$ 55,000.00	0	\$ 55,000.00	\$ -	1	\$ 55,000.00	\$ 55,000.00	0.25	\$ 13,750.00	25%	0.75	\$ 41,250.00	75%	1	\$ 55,000.00	100%
12	Tank Roof Vents	LS	\$ 30,000.00	1	\$ 30,000.00	0	\$ 30,000.00	\$ -	1	\$ 30,000.00	\$ 30,000.00	0	\$ -	0%	1	\$ 30,000.00	100%	1	\$ 30,000.00	100%
13	Pipe Modifications	LS	\$ 40,000.00	1	\$ 40,000.00	0	\$ 40,000.00	\$ -	1	\$ 40,000.00	\$ 40,000.00	0	\$ -	0%	0.5	\$ 20,000.00	50%	0.5	\$ 20,000.00	50%
14	Tank Level Assembly	LS	\$ 17,000.00	1	\$ 17,000.00	0	\$ 17,000.00	\$ -	1	\$ 17,000.00	\$ 17,000.00	0	\$ -	0%	0.25	\$ 4,250.00	25%	0.25	\$ 4,250.00	25%
15	Tank Mechanical Repairs	DAY	\$ 3,000.00	10	\$ 30,000.00	0	\$ 3,000.00	\$ -	10	\$ 3,000.00	\$ 30,000.00	0	\$ -	0%	4	\$ 12,000.00	40%	4	\$ 12,000.00	40%
16	Interior Coating	LS	\$ 759,000.00	1	\$ 759,000.00	0	\$ 759,000.00	\$ -	1	\$ 759,000.00	\$ 759,000.00	0.12	\$ 90,000.00	12%	0.83	\$ 629,500.00	83%	0.95	\$ 719,500.00	95%
17	Exterior Coating	LS	\$ 53,694.00	1	\$ 53,694.00	0	\$ 53,694.00	\$ -	1	\$ 53,694.00	\$ 53,694.00	0.8	\$ 42,955.20	80%	0	\$ -	0%	0.8	\$ 42,955.20	80%
18	Aggregate Base	CY	\$ 350.00	20	\$ 7,000.00	0	\$ 350.00	\$ -	20	\$ 350.00	\$ 7,000.00	0	\$ -	0%	20	\$ 7,000.00	100%	20	\$ 7,000.00	100%
19	Asphalt Concrete	TON	\$ 700.00	12	\$ 8,400.00	0	\$ 700.00	\$ -	12	\$ 700.00	\$ 8,400.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
20	Site Restoration	LS	\$ 17,000.00	1	\$ 17,000.00	0	\$ 17,000.00	\$ -	1	\$ 17,000.00	\$ 17,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
21	Storm Water Pollution Control	LS	\$ 24,000.00	1	\$ 24,000.00	0	\$ 24,000.00	\$ -	1	\$ 24,000.00	\$ 24,000.00	0	\$ -	0%	1	\$ 24,000.00	100%	1	\$ 24,000.00	100%
22	Potholing	EA	\$ 500.00	8	\$ 4,000.00	0	\$ 500.00	\$ -	8	\$ 500.00	\$ 4,000.00	0	\$ -	0%	12	\$ 6,000.00	150%	12	\$ 6,000.00	150%
23	Shoring	LS	\$ 50,000.00	1	\$ 50,000.00	0	\$ 50,000.00	\$ -	1	\$ 50,000.00	\$ 50,000.00	0	\$ -	0%	1	\$ 50,000.00	100%	1	\$ 50,000.00	100%



**Skyline Tank No. 3 Structural Retrofit**  
**Progress Payment No. 08**  
**May 1, 2026 to May 31, 2026**



Bid Item	Description	Original Contract Amount			Change Order			Revised Contract Amount			Earned This Period			Prior Billing			Total to Date			
		Unit	Unit Price	Qty.	Total Price	Qty.	Unit Price	Total Price	Qty.	Unit Price	Total Price	Qty.	Amount Earned	%	Qty.	Amount Earned	%	Qty.	Amount Earned	%
CO 1	Item 1 - Contract Working Days	Change Order No. 1			1	\$ -	\$ -	1	\$ -	\$ -	0	\$ -	0%	1	\$ -	0%	1	\$ -	0%	
	Item 2 - Additional Potholes				1	\$ -	\$ -	1	\$ -	\$ -	0	\$ -	0%	1	\$ -	0%	1	\$ -	0%	
	Item 3 - Existing Foundatin Concrete Chiping				1	\$ 5,359.10	\$ 5,359.10	1	\$ 5,359.10	\$ 5,359.10	0	\$ -	0%	1	\$ 5,359.10	100%	1	\$ 5,359.10	100%	
	Item 4 - Overflow Modifications				1	\$ 11,320.00	\$ 11,320.00	1	\$ 11,320.00	\$ 11,320.00	0	\$ -	0%	1	\$ 11,320.00	100%	1	\$ 11,320.00	100%	
Contract Amount						\$2,417,594.00				\$16,679.10										
Amount Earned												\$259,205.20	11%		\$2,017,679.10	83%			\$2,276,884.30	94%
Retention (5%)												(\$12,960.26)								(\$113,844.22)
Progress Payment No. 1																				(\$662,150.00)
Progress Payment No. 2																				(\$252,225.00)
Progress Payment No. 3																				(\$155,325.00)
Progress Payment No. 4																				(\$125,400.00)
Progress Payment No. 5																				(\$151,050.00)
Progress Payment No. 6																				(\$419,520.00)
Progress Payment No. 7																				(\$151,125.14)
Amount Due													\$246,244.94							\$246,244.94
Amount Remaining on Contract																				\$157,388.80 6%

9.A.4

Prepared By

DocuSigned by:

*Joubin Pakpour*

Joubin Pakpour, P.E.  
 District Engineer

Contract Amount Remaining	\$157,388.80	6%
Total Retention Held	(\$113,844.22)	
Total Pending Change Orders	\$ -	

**APPLICATION AND CERTIFICATE FOR PAYMENT**

Westborough Water District  
2263 Westborough Blvd  
South San Francisco, CA 94080

PROJECT: Skyline Tank No.3 Structural Retrofit

Application No. 8  
Application Date: 2-Jun-26  
Period to: 31-May-26

- Distribution to:
- CONTRACTOR
  - INSPECTOR
  - CONST. MANAGER
  - ARCHITECT
  - OWNER

From Contractor:  
Name: Euro Style Management  
Address: 1401 Main Ave  
Sacramento CA 95838  
Project No:

ARCHITECT:

PO No:

CONTRACT DATE

**CONTRACTOR'S APPLICATION FOR PAYMENT**

CHANGE ORDER SUMMARY:		
Change Orders approved in Previous months by Owner	ADDITIONS:	DEDUCTIONS:
TOTAL:		
Approved this Month		
Number	Date Approved	
CCO#1	7-May	16,679.10
Totals		16,679.10
Net change by Change Orders		

Application is made for Payments as shown below, in connection with the Contract. Schedule of Values is attached.

1. ORIGINAL CONTRACT SUM ...	\$ 2,419,594.00
2. Net change by Change Orders ....	\$ 16,679.10
3. CONTRACT SUM TO DATE .....	\$ 2,436,273.10
4. TOTAL COMPLETED & STORED TO DATE ..	\$ 2,276,884.30
(Column G on Schedule of Values Sheet)	
5. RETAINAGE:	
a. 5% of Completed Work \$ 113,844.22	
(Column E + F on Schedule of Values Sheet)	
b. % of Stored Material \$	
(Column G on Schedule of Values Sheet)	
Total Retainage (Line 5a + 5b or Total in Column K of Schedule of Values Sheet)	\$ 113,844.22
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) .....	\$ 2,163,040.08
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from PRIOR Certificate) .....	\$ 1,916,795.14
8. CURRENT PAYMENT DUE .....	\$ 246,244.94
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$ 273,233.02



The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates of Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

BY:  DATE: 2-Jun-26


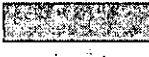
NOTE: BELOW THIS LINE TO BE FILLED OUT BY AUTHORIZED PERSONS ONLY

**CERTIFICATE FOR PAYMENT**

AMOUNT CERTIFIED \$ 246,244.94  
(Attach explanation if amount certified differs from the amount applied for)  
*Can be overridden by Architect*

INSPECTOR:  
BY:  DATE: 

ARCHITECT:  
BY:  DATE: 

CONSTRUCTION MANAGER:  
BY:  DATE: 

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

OWNER: Westborough Water District  
BY:  DATE: 

9.A.5

Application and Certificate for Payment containing Contractor's signed Certification, is attached in tabulation below, amount are stated to the nearest dollar

NOTE: Input green areas only

Application No. 87-2007-0001  
 Application Date: 21-Jun-26  
 Period to: 31-May-26  
 Architects Project Number

Use Column K on contracts where variable retainage for line items may apply.

B Item #	C Skyline Tank No.3 Structural Retrofit	D QTY EST.	E Unit	F UNIT COST	G Scheduled Value	H Work Completed		J Stored Materials	K Completed and Stored	L % Complete	M Balance to Finish	N Retainage
						Previously	This Period					
BASE BID:												
1	Mobilization / Demobilization	1	LS	\$ 110,000.00	110,000.00	77,000.00	-	-	77,000.00	70%	33,000.00	3,850.00
2	Ring Wall Extension / Catch Basin (\$410,000)											
2a	Excavation and Haul-Off	1	LS	\$ 230,000.00	230,000.00	230,000.00	-	-	230,000.00	100%	-	11,500.00
2b	Formwork / Prep	1	LS	\$ 80,000.00	80,000.00	80,000.00	-	-	80,000.00	100%	-	4,000.00
2c	Catch Basin Install	1	LS	\$ 30,000.00	30,000.00	30,000.00	-	-	30,000.00	100%	-	1,500.00
2d	Concrete Pour	1	LS	\$ 70,000.00	70,000.00	70,000.00	-	-	70,000.00	100%	-	3,500.00
3	Micropiles (\$202,500)											
3a	Drilling	1	LS	\$ 120,000.00	120,000.00	120,000.00	-	-	120,000.00	100%	-	6,000.00
3b	Installation	1	LS	\$ 72,000.00	72,000.00	72,000.00	-	-	72,000.00	100%	-	3,600.00
3c	Proof Testing	1	LS	\$ 10,500.00	10,500.00	10,500.00	-	-	10,500.00	100%	-	525.00
4	Tank Anchorage(\$324,000)	1	LS									
4a	Existing Foot Scanning	1	LS	\$ 24,000.00	24,000.00	24,000.00	-	-	24,000.00	100%	-	1,200.00
4b	Material Procurement	1	LS	\$ 220,000.00	220,000.00	220,000.00	-	-	220,000.00	100%	-	11,000.00
4c	Installation	1	LS	\$ 80,000.00	80,000.00	8,000.00	72,000.00	-	80,000.00	100%	-	4,000.00

Schedule of Values Sheet(cont) on Next Page

**Schedule of Values Sheet (Cont)**

Application and Certificate for Payment containing Contractor's signed Certification, is attached in tabulation below, amount are stated to the nearest dollar Use Column K on contracts where variable retainage for line items may apply.

NOTE: Input green areas only

Application No.	87
Application Date:	2-Jun-26
Period to:	31-May-26
Architects Project Number:	0

Item #	Skyline Tank No.3 Structural Retrofit	QTY EST.	Unit	UNIT COST	Scheduled Value	Work Completed		Stored Materials	Completed and Stored	% Complete	Balance to Finish	Retainage
						Previously	This Period					
5	Roof Strengthening(\$150,000)											
5a	Material Procurement	1	LS	\$ 50,000.00	50,000.00	50,000.00	-	-	50,000.00	100%	-	2,500.00
5b	Cross Bracing Install	1	LS	\$ 50,000.00	50,000.00	50,000.00	-	-	50,000.00	100%	-	2,500.00
5c	New Stiffening Rafter Install	1	LS	\$ 50,000.00	50,000.00	50,000.00	-	-	50,000.00	100%	-	2,500.00
6	Shell Manway Strengthening	1	LS	\$ 14,000.00	14,000.00	3,500.00	10,500.00	-	14,000.00	100%	-	700.00
7	Column Strengthening	1	LS	\$ 37,000.00	37,000.00	37,000.00	-	-	37,000.00	100%	-	1,850.00
8	Flush Cleanout	1	LS	\$ 20,000.00	20,000.00	5,000.00	15,000.00	-	20,000.00	100%	-	1,000.00
9	Seal Tank Vents	1	LS	\$ 40,000.00	40,000.00	40,000.00	-	-	40,000.00	100%	-	2,000.00
10	Sump Drain Modification	1	LS	\$ 15,000.00	15,000.00	-	15,000.00	-	15,000.00	100%	-	750.00
11	Overflow Relocation	1	LS	\$ 55,000.00	55,000.00	41,250.00	13,750.00	-	55,000.00	100%	-	2,750.00
12	Tank Roof Vents	1	LS	\$ 30,000.00	30,000.00	30,000.00	-	-	30,000.00	100%	-	1,500.00
13	Pipe Modifications	1	LS	\$ 40,000.00	40,000.00	20,000.00	-	-	20,000.00	50%	20,000.00	1,000.00
14	Tank Level Assembly	1	LS	\$ 17,000.00	17,000.00	4,250.00	-	-	4,250.00	25%	12,750.00	212.50

Schedule of Values Sheet(cont) on Next Page

**Schedule of Values Sheet (Cont)**

Application and Certificate for Payment containing Contractor's signed Certification, is attached in tabulation below, amount are stated to the nearest dollar Use Column K on contracts where variable retainage for line items may apply.

NOTE: Input green areas only

Application No. 16P33022001  
 Application Date: 2-Jun-26  
 Period to: 31-May-26  
 Architects Project Number 0

B Item #	C Skyline Tank No.3 Structural Retrofit	D QTY EST.	E Unit	F UNIT COST	G Scheduled Value	I Work Completed		J Stored Materials	K Completed and Stored	L % Complete	M Balance to Finish	N Retainage
						H Previously	I This Period					
15	Tank Mechanical Repairs	10	DAY	\$ 3,000.00	30,000.00	12,000.00	-	-	12,000.00	40%	18,000.00	600.00
16	Interior Coating(\$759,000)											
16a	Scaffolding	1	LS	\$ 180,000.00	180,000.00	180,000.00	-	-	180,000.00	100%	-	9,000.00
16b	Vapor Zone Blast	1	LS	\$ 240,000.00	240,000.00	240,000.00	-	-	240,000.00	100%	-	12,000.00
16c	Vapor Zone Coating	1	LS	\$ 80,000.00	80,000.00	80,000.00	-	-	80,000.00	100%	-	4,000.00
16d	Submerged Area Blast	1	LS	\$ 180,000.00	180,000.00	90,000.00	90,000.00	-	180,000.00	100%	-	9,000.00
16e	Submerged Area Coating	1	LS	\$ 79,000.00	79,000.00	39,500.00	-	-	39,500.00	50%	39,500.00	1,975.00
17	Exterior Coating	1	LS	\$ 53,694.00	53,694.00	-	42,955.20	-	42,955.20	80%	10,738.80	2,147.76
18	Aggregate Base	20	CY	\$ 350.00	7,000.00	7,000.00	-	-	7,000.00	100%	-	350.00
19	Ashphalt Concrete	12	TON	\$ 700.00	8,400.00	-	-	-	-	0%	8,400.00	-
20	Site Restoration	1	LS	\$ 17,000.00	17,000.00	-	-	-	-	0%	17,000.00	-
21	Storm Water Pollution Control	1	LS	\$ 24,000.00	24,000.00	24,000.00	-	-	24,000.00	100%	-	1,200.00
22	Potholing (4 Extra Potholes From Original Qty)	12	EA	\$ 500.00	6,000.00	6,000.00	-	-	6,000.00	100%	-	300.00
23	Shoring	1	LS	\$ 50,000.00	50,000.00	50,000.00	-	-	50,000.00	100%	-	2,500.00

	Original Contract			2,419,594.00	2,001,000.00	259,205.20	-	2,260,205.20	87%	159,388.80	113,010.26
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**Skyline Tank No. 3 Structural Retrofit**  
**Westborough Water District**  
**May 1, 2026 thru May 31, 2026**



May 7, 2026 – Flush cleanout installation

**Skyline Tank No. 3 Structural Retrofit**  
**Westborough Water District**  
**May 1, 2026 thru May 31, 2026**



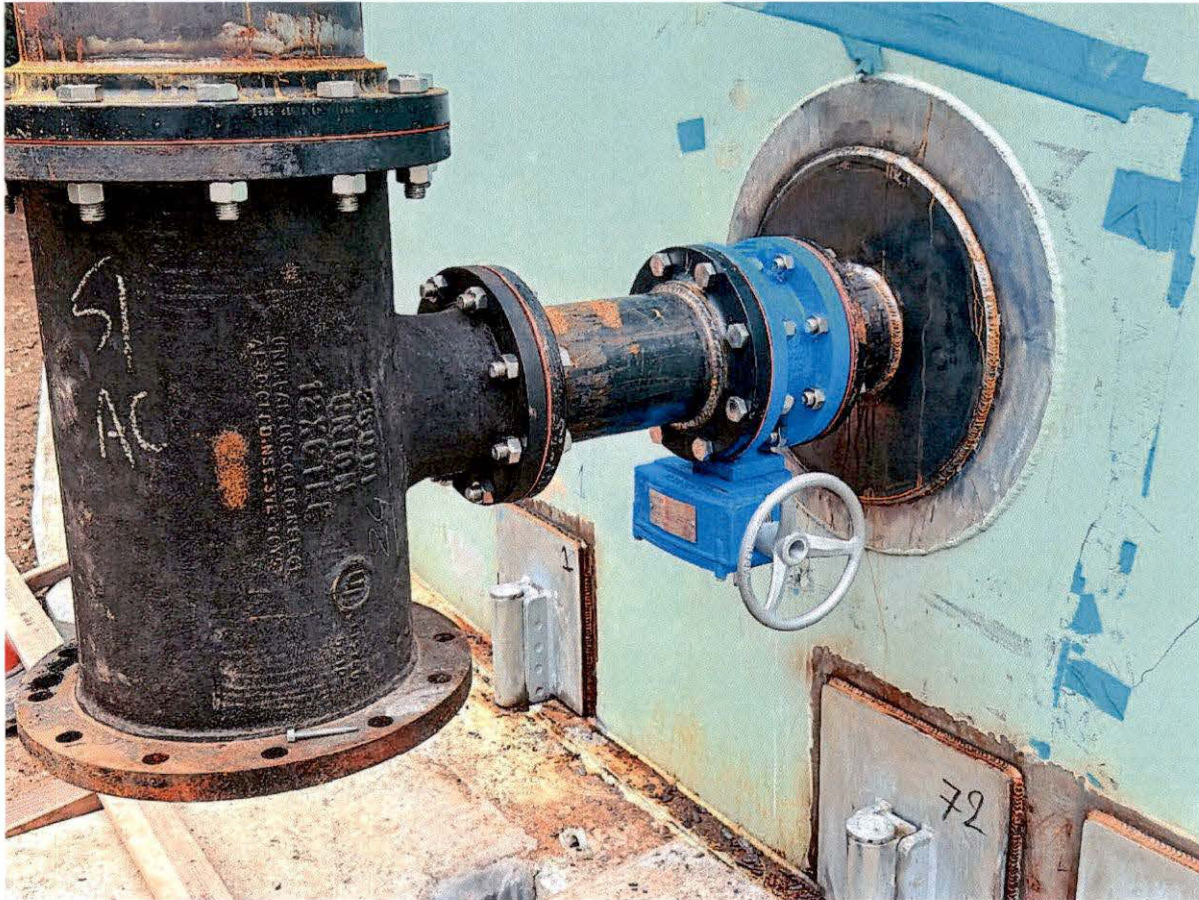
May 8, 2026 – View of new drainage basin at overflow/flush cleanout.

**Skyline Tank No. 3 Structural Retrofit  
Westborough Water District  
May 1, 2026 thru May 31, 2026**



May 14, 2026 – Shell manway strengthening

**Skyline Tank No. 3 Structural Retrofit**  
**Westborough Water District**  
**May 1, 2026 thru May 31, 2026**



May 13, 2026 – Tank drain and overflow

**Skyline Tank No. 3 Structural Retrofit**  
**Westborough Water District**  
**May 1, 2026 thru May 31, 2026**



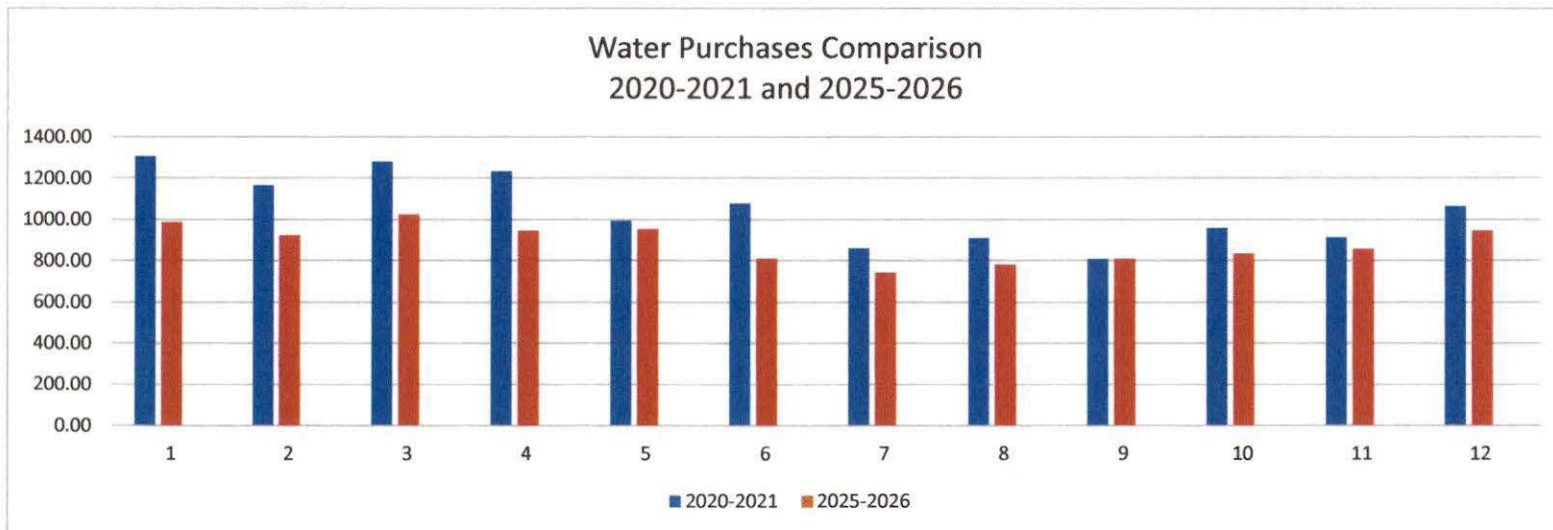
May 27, 2026 – Finished anchor chair installation & coating

## Water Purchases Comparison 2020-2021 to 2025-2026

FY 2020-2021				FY 2025-2026				Comparison
Period	HCF Purchased	No. of Days Billed	HCF per Day	Period	HCF Purchased	No. of Days Billed	HCF per Day	HCF Per Day Difference
06/05/20 to 07/07/20	43157	33	1307.79	06/05/25 to 07/07/25	32635	33	988.94	-318.85
07/08/20 to 08/06/20	34995	30	1166.50	07/08/25 to 08/06/25	27691	30	923.04	-243.46
08/07/20 to 09/04/20	37162	29	1281.45	08/07/25 to 09/05/26	30776	30	1025.86	-255.59
09/05/20 to 10/06/20	39480	32	1233.75	09/06/25 to 10/06/25	29367	31	947.32	-286.43
10/05/20 to 11/02/20	26876	27	995.41	10/07/25 to 11/05/25	28669	30	955.62	-39.78
11/03/20 to 12/04/20	34525	32	1078.91	11/06/25 to 12/04/25	23548	29	812.00	-266.90
12/05/20 to 01/04/21	26748	31	862.84	12/05/25 to 01/07/26	25305	34	744.26	-118.58
01/05/21 to 02/01/21	25531	28	911.82	01/08/26 to 02/04/26	21900	28	782.15	-129.67
02/02/21 to 03/04/21	25095	31	809.52	02/05/26 to 03/05/26	23514	29	810.84	1.32
03/05/21 to 04/05/21	30684	32	958.88	03/06/26 to 04/06/26	26708	32	834.62	-124.25
04/06/21 to 05/05/21	27430	30	914.33	04/07/26 to 05/06/26	25757	30	858.55	-55.78
05/06/21 to 06/03/21	30907	29	1065.76	05/07/26 to 06/04/26	27474	29	947.39	-118.36
<b>Total Purchases</b>	<b>382590</b>	<b>364</b>	<b>1051.07</b>	<b>Total Purchases</b>	<b>323344</b>	<b>365</b>	<b>885.87</b>	

GPCPD YTD	49.13
GPCPD 24/25	50.64
GPCPD 23/24	50.29
GPCPD 22/23	49.46
GPCPD 21/22	50.62
GPCPD 20/21	58.30
GPCPD 19/20	59.11


9.B.1



1E01E019502416

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From Wise, Jarrett A <Jarrett.Wise@esis.com>  
Date Thu 5/28/2026 8:11 AM  
To Patricia Mairena <pmairena@westboroughwater.org>

 1 attachment (611 KB)  
Westborough Water Claim.pdf;

Hi Patricia,

I was assigned to handle this claim on behalf of MV Transportation and SamTrans.

I wanted to let you know that I received the claim you submitted (which I also attached). Due to the amount, I do need to have an independent adjuster review it. I sent everything over to them already and I will let you know as soon as I hear back from them.

If you have any questions or concerns in the meantime, please let me know.

Thank you,



ESIS

**Jarrett Wise**  
Senior Claim Representative  
PO Box 6564, Scranton PA 18505-0559  
Phone: (302) 476-7013

ESIS is handling this claim on behalf of: MV Transport  
Underwriting Company: ACE American Insurance Company

*ESIS CA License: 2G51682*

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## WWD News Flash

### Get Notifications on Your Phone

The Westborough Water District (WWD) is enhancing its Customer Connect service to continue providing timely and reliable **News Flash** notifications to customers. WWD News Flashes deliver important information about service interruptions in your area, local emergencies, and other urgent water- or sewer-related updates directly to you. These system improvements will expand the District's ability to share critical news quickly and efficiently when it matters most.



You may sign up for the upgraded New Flash notification system ahead of the launch in May 2026. By signing up, you will soon be able to receive WWD News Flashes by mobile text and/or email. It's that easy and you can unsubscribe any time **by texting STOP to 91896**.

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## **Notes from JPIA/ACWA 2026 Spring Conference May 4 through May 7 in Sacramento, California**

### **JPIA Board of Directors Meeting - May 4<sup>th</sup>**

#### **Liability Program Committee Meeting**

#### **2026 Executive Committee Strategic Planning by Adrienne Betty, JPIA CEO**

#### **Adrienne identified the following:**

- Strengths such as high-quality staff services and financial strength
- Weaknesses as staffing needs, IT and office space and the new office building
- Opportunities like California Water Investment Fund (CWF), new products and services and staffing
- Threats as staffing, laws and regulations, and excess insurance costs
- SB 1001 on Emergency Response Utility ID Program

#### **Expected changes are:**

- Increase in number of programs, member participation in programs, total insured value, and payroll value.
- Operational needs for increased workloads

### **Board of Directors Meeting**

The board elected incumbents Andrew Morris, director Elsinore Municipal Water District and Fohn Pang, director Tahoe City Public Utility District, to the California Insurance Fund (CWIF)

#### **Update from Marwat Khalifa, ACWA Interim Executive Director**

#### **Marwat addressed the following:**

1. ACWA strategic plans are about 82% complete.
2. Water future initiative
3. A taskforce on strategic initiatives
4. ACWA sponsored SB 1153 on role of water agencies during wildfires
5. Voting revised to confirm the Executive Committee elections will now occur via JPIA's electronic voting system or alternative voting method should the electronic method fail or be unavailable at the time of the voting.
6. New section added to memorize the existing voting process
7. Inspections of Election revised to more accurately detail election duties performed by staff and election inspectors.

#### **Investment Policy by David de Bernadi, Director of Finance**

David reviewed and got approval from the board of directors JPIA investment policy.

#### **Presentation of Government Finance Officers Association (GFOA) Award by Bruce Rupp, Chair JPIA Finance and Audit Committee**

GFOA aims to educate staff on currents and best practices in public sector financial and accounting fields. The JPIA Finance Department has proudly earned this award for excellence reporting each year since 2024.

#### **Leadership Essentials the Water Industry (LEWI) by Sarah Crawford, Training Manager**

Sarah talked about the Leadership Essentials program which began in 2015 calls for dynamic responses from water agencies to develop skills needed to lead now and into the future. The program with 269 graduates offers water agency GMs and leaders a yearlong robust education experience to develop leadership skills and facilitate growth in three spectrums: Members can apply at [bit.ly/JPIALeaderDev](https://bit.ly/JPIALeaderDev) by June 26, fees apply. Participation fee for 2026 – 27 is \$2595 for tuition, with a \$400 discount offered to members in the JPIA Liability program. GMs will receive priority enrollment and new \$200 discount. There is “Jerry” E.G. Gladbach Leadership grant to cover tuition and travel for a participant each respectively for NorCal and SoCal cohorts. She announced and congratulated the recipients of the 2026 E.G., “Jerry” Gladbach Leadership Program Grant recipients.

#### **ACWA JPIA Employee Benefits Wellness Grants by Alan Dedman, Benefits Manager**

The Per Alan program began in 2015 with funding from Anthem Blue Cross. This program allows agencies who participate in the Anthem medical plans to apply for a grant to support their employee programs, Minimum grant is \$200, and maximum is \$2000 based on the number of eligible employees, in 2026 wellness grants will be awarded on a first come first served basis.

#### **Risk Management Updates by Robin Flint, Risk Control Manager**

According to Robin, the department provides on-site or virtual risk assessments, consultative services, loss reviews, and training services to JPIA members participating in the programs. Last fiscal year he added primary efforts were returning to in-person member Risk Management and onboarding inexperienced staff.

Robin also discussed SB 553, Occupational Safety: Workplace Violence Restraining Order now in progress. Another key issue is CDPH has issued a statewide standing order to help reduce morbidity and mortality associated with opioid overdose by facilitating the distribution and administration of Naloxone Hydrochloride (Naloxone) in California.

#### **ACWA JPIA Risk Control Grant Program by Robin Flint, Risk Control Manager**

Robin explains that the program aims to support a member's management team in making informed strategic investments in risk management. It encourages members to renew their Commitment to Excellence to reduce losses in Workers Compensation, Liability, and Property Programs. She went on to announce the 2024 – 25 recipients of the award.

#### **HR LaBounty Safety Award Winners by Robin Flint, Risk Control Manager**

Per Robin the program began in 1999 to promote safe workplace behavior and operation practices while rewarding employees who demonstrate safe behavior, take part in recognizable initiative-taking activities.

Results of the H.R. LaBounty Safety Awards Program are announced each Spring and Fall at the JPIA Membership Summits. Eight member agencies submitted ten nominations for Spring 2026. As a result, seventeen member employees and four member departments will receive monetary awards in recognition of their safety improvements and engineering solutions. Submissions chosen for presentation at the Spring Membership Summit received awards based on criteria such as thorough documentation of hazards or exposures, and descriptions of controls put in place to minimize or remove risks. This included evidence like tools, forms, and programs used.

- Demonstrated employee participation at all organizational levels, supported by documented communication and training efforts.
- Implementation of a best practice aligned with the Commitment to Excellence category and informed by JPIA loss data.
- Applicability to small, medium, and large JPIA member agencies.
- Provision of a sustainable, long-term solution that eliminates, substitutes, or engineers out the hazard.

Winning submissions will be posted on the JPIA website under Safety Awards – Award Winning Submissions.

### **Walter “Andy” Sells Commitment to Excellence in Water Safety Award Recognition by Robin Flint, Risk Control Manager**

Walter “Andy” Sells, former JPIA Chief Executive Officer, retired from the JPIA in September 2023 following 33 years of dedicated service. Widely recognized for his innovative leadership, Mr. Sells championed the JPIA’s award-winning Commitment to Excellence (C2E) Program and later strengthened its impact by developing and supporting the Risk Control Grant Program. In recognition of Mr. Sells’ longstanding commitment to advancing risk management practices and supporting JPIA members in reducing the frequency and severity of liability, property, and workers’ compensation losses, the JPIA annually recognizes two member agencies that exemplify the principles of the C2E Program at each Spring Membership Summit. Recognition Categories:

- Agency with an employee count of 29 or fewer
- Agency with an employee count of 30 or more CURRENT SITUATION two member agencies will receive the Walter “Andy” Sells Commitment to Excellence in Water Safety Award.

The awards highlighted for presentation at the ACWA JPIA Spring Membership Summit were selected based on the following demonstrated achievements: Active participation in all three JPIA coverage programs: Liability, Property, and Workers’ Compensation.

- Recipient of the President’s Special Recognition Award in at least two coverage programs—Liability, Property, and Workers’ Compensation, announced at the most recent Fall Membership Summit.
- A signed Commitment to Excellence (C2E) Agreement on file with the JPIA.
- Demonstrated support of the C2E Program through participation in three or more defined activities within the last three years of the current recognition cycle.

## **Annual Comprehensive Financial Report (ACFR) for Year Ended September 30, 2025, by David deBernadi, Finance Manager**

Every fiscal year per Dave, the JPIA provides for an independent audit of the annual financial statements. Gilbert CPAs executed a successful audit covering the period October 1, 2024, through September 30, 2025. CURRENT SITUATION Gilbert CPAs issued an unmodified opinion that states that the financial statements present fairly and accurately, in all material respects, the financial position of ACWA JPIA as of September 30, 2025, and the results of its operations and cash flows for the year finalized in conformity with generally accepted accounting principles (GAAP) in the United States of America. As in the year prior, JPIA prepared an Annual Comprehensive Financial Report (ACFR) in accordance with the Government Finance Officers Association (GFOA) standards. Consequently, the ACFR includes additional reports and schedules therein to meet these lofty standards. The Board of Directors approved the 2024-25 Audited Financial Statements, as presented by Dave.

## **Proposed Operating Budget for Fiscal Year 2026-27 David deBernadi, Finance Manager**

**Per Dave** in March of each year, a proposed operating budget is submitted to the Finance and Audit Committee and then to the Executive Committee for review. During the ACWA JPIA Spring Membership Summit, the Board of Directors reviews and approves the proposed operating budget. The budget covers General & Administrative (G&A) Expenses for the fiscal year ending June 30, 2027. This is the first budget presented for the new fiscal year, ending June 30. CURRENT SITUATION The most significant changes to the G&A budget for the fiscal year are Depreciation on Capital Assets, Computer Equipment Software, Office Furniture, and Staff Salaries (lines 13, 10, and 1, respectively). Depreciation on Capital Assets budget has increased in anticipation of the JPIA's new building being put into operation. As this event is anticipated to occur midway through the fiscal year, the budget includes just six months' worth of depreciation. A full year's depreciation for the new building is estimated to be \$600-700 thousand. Computer Equipment and Software, Office Furniture are up \$110,000 from the current year budget. This is due to new claims software included in the budget. Staff Salaries primary increase is due to a Member Services Manager position being under budget for the first time. There are sixty-four full-time positions included in this budget compared to sixty-five in the prior year. The overall increase in the Operating Budget is 6.6% (line 36). Salaries remain the largest line of income in the budget. The Board approved the proposed Operating Budget for the fiscal year ending June 30, 2027, as presented by Dave.

## **Pooled Programs Update by Jennifer Jobe, Director of Pooled Programs**

According to Jennifer JPIA delivers four core pooled programs designed to meet the evolving risk management needs of its members. The Liability Program, established in 1979, remains JPIA's longest-standing program and a cornerstone of member protection. The Property Program followed in 1982, with the Workers' Compensation Program added in 1984. In 2012, the JPIA further expanded its service model by assuming responsibility of the Employee Benefits Program, broadening its support for members' workforce needs. Each program operates with independent funding and governance structures, allowing for financial integrity and targeted oversight. Member participation varies across programs, reflecting the differing operational profiles and risk strategies of individual members. Supported by a strong financial position, experienced leadership, and a stable, engaged membership, the JPIA continues to provide responsive, high-quality risk management solutions tailored to California's public water

agencies. **CURRENT SITUATION** In recent years, JPIA has advanced a range of strategic initiatives to strengthen program value, with a particular focus on innovation in coverage design, risk management services, and member engagement. These efforts include the introduction of more flexible coverage options, enhanced data and analytics capabilities, and a continued investment in service delivery models that improve responsiveness and efficiency. Through this ongoing focus on innovation, the JPIA is better positioned to anticipate emerging risks, adapt to changing member needs, and sustain long-term program stability.

### **JPIA California Water Insurance Fund (CWIF) Update by Adrienne Beatty, JPIA CEO**

At the November 26, 2018, meeting, per Adrienne the Board of Directors approved a resolution to proceed with the formation of a captive insurance company. The California Water Insurance Fund (CWIF) is a private company wholly owned by the JPIA, domiciled in the State of Utah. In addition to paid in equity, the JPIA also cedes losses at the primary level for the Liability and Workers' Compensation Programs. CWIF also JPIA Finance Manager, Kayla Villa JPIA \$10M layer. **CURRENT SITUATION** Paid in Equity Prepaid Claims and Expenses \$96.0 million 126.3 million Realized Investment Income Dividends Paid to JPIA 48.4 million (39.2 million) Book Value 3/31/2026 Market Value 3/31/2026 \$231.5 million \$244.1 million Unrealized Gain \$12.6 million Rate of Return since inception (As of December 31, 2025) 8.11% Blended Benchmark 8.57% As of March 31, 2026, the book value of the CWIF mixed-asset portfolio was \$231,548,876 vs. a market value of \$244,093,480. The rate of return since inception is approximately 8.11%, compared with CAMP's rate of return of 3.78% for the same period.

### **JPIA Board of Directors Meeting - May 5<sup>th</sup>**

#### **What Board Members Need to Know About AI by Dan Steele, JPIA Finance Manager, Kayla Villa, JPIA Litigation Manager and Erin Bowles, JPIA Workers Compensation Claims Manager**

Speakers gave an overview of AI governance best practices for water agency board members, focused on five key questions every board member should be asking of their general managers. This session highlighted the board's role in setting expectations for responsible AI use, while providing practical guidance to navigate implementation, risks, and oversight across varying agency operations. For a start five questions for the board are

- A. Does your agency have an acceptable AI use policy?
- B. How should public agencies measure AI return on investment?
- C. How confident are you that your board understands the key risks associated with use in your agency?
- D. Does your agency decide when and how AI is used in decisions or services?
- E. How is AI training at my agency?

Three actions suggested for the next 90 days are:

- Request an AI inventory – usage, tools and date.
- Review AI Governance – acceptable use policy, service provider framework, and data protection standards.
- Add Standing Agenda Item – annual risk review, regular updates, and opportunity for questions.

Other takeaways are:

1. Expect Evolution - regular check-ins, not one-time decisions
2. Focus on Principles - framework over specific tool approvals
3. Ongoing Education – For board and staff
4. Share Learnings – Other public agencies fighting this out too
5. Human oversight is critical – communicate with the general counsel.

**Sexual Harassment Prevention and Other EEO Issues Training for Board Members and Managers (AB 1825) by Eric Glassman, Training Practice Leader Senior Investigator, Shaw Law Group PC**

Eric Glassman has more than 25 years of experience advising private companies, non-profits, and public agencies on employment law matters. He has conducted thousands of training seminars nationwide and is known for his clear, relatable teaching style. A respected independent workplace investigator and member of the Association of Workplace Investigators, Eric specializes in managing complex investigations with discretion and accuracy.

Eric gave an overview of the role of board in preventing workplace discrimination, harassment and retaliation as follows:

- Understand your agency's EEO policies and the law.
- Respond appropriately if you become aware of a potential EEO violation.
- Let HR do its job in investigating any allegations.
- Remember that there is no "off the record" reporting – if you hear about it, you need to report it.

Eric gave several examples of discrimination (usually in one direction – top down) which he defined as unfair personnel decision made because of an employee's or applicant's protected status for which no business reason exists. Harassment he defined as any inappropriate conduct based on or related to a protected characteristic verbal, visual or visual retaliation he defined as treating an employee negatively because they engaged in protected activity such as threatening to file an EEO complaint.

**ACWA - May 6<sup>th</sup>**

**ACWA Update by Ernie Avila, President and Marwan Khalifa, Interim Executive President**

Ernie announced that California Department of Water Resources Director Karla Nemeth has been named the new Executive Director starting on September 1st, the 5-year strategic plan is now 82% complete, vision of our water future initiative and ACWA as a leader in the industry. Marwan recognized the ACWA staff, discussed SB 1153 (wildfire preparedness), ACWA federal initiatives, region events, revamped website and acknowledged that ACWA is strong.

**Keynote Speaker Diane Papan, California State Assembly Member, 21<sup>st</sup> Assembly District**

One time San Mateo mayor Diane is currently Chair of Assembly Committee Water, Parks and Wildlife. She is also a committee member of Environmental, Safety and Toxic Materials, Judiciary, Transportation, and Utilities and Energy.

Throughout her address, Papan stressed the importance of water infrastructure for climate adaptation and called for increased federal funding. Papan's local government experience included serving as Mayor and a councilmember for the City of San Mateo. "Local agencies are operating an environment defined by climate volatility, increasing regulatory requirements, rising operation costs and growing affordability pressures, all while state and federal investment hasn't kept pace with the scale of the need," Papan said. "My focus has always been on what it takes to maintain and finance infrastructure that communities depend on every day." She underscored the need for infrastructure that gives water agencies greater flexibility to move and capture water during wetter periods while maintaining long term reliability. Touching on the Delta Conveyance Project, Papan remarked that "reasonable people can disagree on different aspects of the project, but I do think we need to be honest that maintaining the status quo in the Delta is not a long-term strategy." She closed by praising ACWA members' ability "to do a lot with a little. "California's water agencies have demonstrated an extraordinary ability to adapt to changing conditions over many decades, but the challenges ahead will require sustained partnership and sustained investment, including from the federal government," Papan said.

#### **Updates by Adrienne Beaty, JPIA CEO and Melody McDonald, JPIA Board President**

Presentation covered the following:

- A. Executive Committee Strategic Planning Timeline
- B. SB 1001 Water utility workers: identification card program
- C. Insurance Data Management system

#### **ACWA Foundation by Edgar Dymally**

This non-profit foundation in its fourth year and a dream of Pam Tobin erstwhile ACWA president will provide a tax-exempt structure to educate, mentor, research and invest in the next generation of water leaders, while focusing on attracting a diverse workforce representative of the communities we serve. The nonprofit foundation will fund scholarships for promising future water leaders. Foundation looking for help from ACWA members.

The foundation will operate independently from ACWA itself with its own Board of Trustees. It will take a little time for it to have an influence, but there is no better time than now to start making that difference. Other goals include but not limited to employees of the future, AI impacts on the industry and adding value to ACWA.

#### **Lifeline Infrastructure Integration – A New Path for Resiliency moderated by Matt Collins, Assistant GM Moulton Niguel Water Agency.**

Resiliency goes far beyond infrastructure policy and funding. None of these would be possible without people and leadership. The speakers share their experience managing emergencies and why integrating lifeline infrastructure must be the new path forward to ensuring true safety for our communities. Moderator is Matt Collings Assistant GM Moulton Niguel Water District. Panel of three Ron Eguchi CEO and Founder Imagination Inc., Brian Kamoie, Managing Director at Doloitte, and Lori Nazhura, Cal OES following are their perspectives:

## **Ron**

- We are currently experiencing a convergence of factors resulting in a heightened frequency of events.
- Exposure of our old systems and outdated codes and standards
- Power systems are key as is transportation.
- The National Institute of Building Services (NIBS) is currently helping fill the knowledge gaps nationwide in facilitating standards, interconnections, R&D, creating data systems to name a few.

## **Brian**

- Lengthy line of disasters
- Water a lifeline
- Operational realities
- It takes a village
- ACWA involvement and engagement
- Seven community lifelines by FEMA for emergency management

## **Lori**

- We do not do it alone
- NIMBS standard emergency management from lessons learned
- Seventy-seven state agencies in emergency management
- Challenges as opportunities
- HMPG and HMCG funding available
- Develop a relationship with your local OES.

## **Modernizing Water Management to Deliver Results panel of Samantha Arthur of Natural Resources Agency, Eric Beightel, Strategy Director Environmental Science Associates and E. Joaquin Esquivel, Board Member State Water Resource Control Board**

Eric discussed the largest desalination in San Diego and Orange County recycling 100% of their water supply.

Joaquin talked about speeding up infrastructure permitting, admin stunting growth by going different directions, mitigation in program designs, need for congress to take active role and clarity on what is expected.

Samantha commented on environmental restoration and progress on ground water recharge and underground aquifers.

## **Region 5 Membership Meeting**

ACWA Foundation update Lisa Mealoy, Executive Director covered the following:

- a. Serving ACWA by advancing education on the water industry
- b. Work with several types of agencies.
- c. Strengthening workforce for the water industry
- d. "Leading students to water" program
- e. Impact of AI on the workforce
- f. Webinars and water jobs on website

- g. Students want to hear from the professionals.
- h. Highschool internship and the Betty Boatman award

The following are the committee's reports:

- Energy re: California Energy Plan, meeting future energy needs and feedback from members.
- Federal Affairs reappropriation bills
- Finance re: Investment review financials looking good and audit fieldwork
- Groundwater re: Prop 4, groundwater resources and work plan for the next session
- Local Government re: Paving standards, ADU issues vision for water, grant opportunities for the agencies
- Membership re: Seeking increased membership region 7 and 8
- State Legislation re: AB 2180 2026 2739 and SB 872 1153, gold muscle issues prop 218, tribal policies.
- Water Quality re: PFAS issues, cost of compliance testing, benzene testing, wildfire working group and golden muzzles challenges.
- Water Management re: SB 72, Bay Delta, healthy water and land, water data reporting, water conservation a way of life.
- Legal Affairs re: Prop 218, SB 218 1153, groundwater adjudication

Region 5 event planned for September 4<sup>th</sup> at United Water Conservation Department details to follow later.

### **ACWA - May 7<sup>th</sup>**

#### **From Lab to Tap: How Advanced Tech is Solving Local Water Challenges by Region 5**

The Bay Area and Central Coast are becoming labs for the next generation of water treatment. This panel facilitated by Sarah Palmer Zone 7 Water Agency Director provided updates on engineering and scientific breakthroughs making water treatment more sustainable and cost effective. They are Clifford Chan GM EBMUD, Chris Cleveland Senior Project Manager, Carollo Engineers and Floyd Wicks, Director Montecito Water District.

Floyd unveiled a new and upcoming Purification and Desalination Technology using osmosis for salvageable water treatment. Clifford presented EBMUD's Orinda Water Treatment Plant disinfection improvement project using ultraviolet light (UV) instead of chlorine as the primary decontamination strategy to kill bacteria and viruses. Clifford shared his experience in leading major water and wastewater projects, expansions, and programs across Northern California.

#### **Keynote Speaker Wade Crowfoot, California Natural Resources Secretary**

Wade has served as secretary since 2018 in the agency that stewards California's forests and natural lands, rivers and water supplies, and coast and ocean. Here are the main points from his presentation:

California Natural Resources Secretary Wade Crowfoot address by highlighting climate change while calling for collaboration, continuity, and cohesion within the water community. Crowfoot threaded this theme through diverse issues ranging from Colorado River negotiations to implementation of SGMA, progress on the Sites Reservoir Project, advancing access to safe

drinking water and addressing the alarming pace of climate change. "It is going to get more complicated, more complex, more challenging. We are on borrowed time, and I know, you know this across your water agencies," Crowfoot said. "But we need to continue to lean forward with the urgency. We cannot let a couple of normal hydrologic years divert us from the urgency and focus that we need." Crowfoot also called on ACWA members to continue collaboration with groups such as conservation and environmental organizations to secure water supplies, expand access to safe drinking water and maintain the health of California's rivers. He specifically called out the state's partnership with Floodplains Forward as an example of water agencies collaborating to restore habitat in the Sacramento Valley. Crowfoot closed by thanking ACWA members for their partnership and highlighted the opportunity to engage with the next governor. "I have experienced ACWA as a powerful, influential difference maker in California water policy over 15 years," Crowfoot said. "When ACWA thinks boldly and advances the vision and maintains cohesion across the vast diversity of your water agencies, you can and you have shaped California water policy."

### **Keynote Speaker Governor Newsom**

Newsom praised ACWA member agencies' collaborative leadership at the 2026 Spring Conference in Sacramento, where he delivered a forceful closing address highlighting accomplishments, goals and progress on water issues during his eight years in office. "We'll continue on this journey together in different roles, in different capacities. But again, ACWA, you're the real deal," said Newsom, who terms out of office at the end of this year. "You are that last mile. You are the folks that deliver what we promote and what we promise. You are the ones that not only get it, but you get things done." Newsom took attendees through a fast-paced tour of his administration's key water efforts against the background of historic climate change. The Delta Conveyance Project (DCP) featured prominently, with Newsom calling for accelerated progress on building the single tunnel design backed by his administration. "We've got to get that done, and we've got to finish the job," Newsom said.

He made the same point with the Sites Reservoir Project, heavily supported within the ACWA member agency community but still facing determined opposition from some environmental organizations. "We have to do the groundbreaking at Sites. If you cannot agree to an off-stream investment in this world of weather whiplash, we are as dumb as we want to be," Newsom said. Newsom also voiced his continuing support for ACWA-supported initiatives such as expanding access to safe drinking water through the State Water Resource Control Board's Safe and Affordable Funding for Equity and Resilience program, or SAFER, as well as the Healthy Rivers and Landscapes Program, formerly known as Voluntary Agreements. "We made a commitment of \$1.1 billion that would back up those Voluntary Agreements to move away from the old binaries of litigation, to finally have science and monitoring strategies that would address the issue of river flow, particularly between January and June, to address the needs for fish," Newsom said. The governor repeatedly touched on the challenges of climate extremes. "You know, we have chosen a profession with forever problems. And water is the forever problem," Newsom said. During his closing remarks, Newsom praised ACWA for "wisely" choosing Department of Water Resources Director Karla Nemeth as the association's incoming Executive Director, effective Sept. 1. "Thank you for your collaborative spirit that defines this organization," Newsom said, later adding "I thank you for all of the extraordinary work yet to be done that I have all the faith and confidence that you will accomplish together."

## **Water Agencies Powering Tomorrow with Bold Solutions**

Water agencies showcase exemplary programs that reflect innovation, strong management, and operational excellence. Moderator is DeDe Cordell Yuba Water Agency. Featured projects:

1. Helix Water District Fleet infrastructure EV Charging Facility presented by Vince Dambrose Senior Public Affairs representative.
2. Crescenta Valley Water District water mains replacement presented by James Lee, GM
3. EBMUD fiberoptics distribution pipeline project presented by Joe Mouawad, GM
4. Georgetown Divide Public Utility District sewer replacement and consolidation project presented by Nicholas Schneider

**Helix Water District received the ACWA Clair A. Hill award as the winner earlier.**

## BAWSCA Meeting of 21 May 2026

Louis Vella called the March meeting of the BAWSCA Board of Directors to order at 6:30. Our Action Calendar included approving next year's work plan and budget, approving the 14 contracts for the consultants BAWSCA will be using in the coming year (starting 1 July 2026), approving pay schedules (an administrative requirement of CalPERS) and authorizing the CEO to hire a consultant to handle our personnel matters. The need for this last item became obvious given the trouble we had doing Nicole Sandkulla's retirement when it took extra attorney hours to get the paperwork right.

Before progressing to the action items, we approved the consent calendar and went immediately to the SFPUC report, given by Alison Kastama. Water conditions measured by reservoir storage are good, with Hetchy full and total system storage at 94.6% vs an 84.4% average for this time of year. Of course, one reason Hetchy is full is that snowpack is so bad that they have not had to save capacity for snow melt. Precipitation for the year and total deliveries have been about median. Next SFPUC's Jennifer Lee gave a presentation on their Urban Water Management Plan (UWMP) since all our plans are due to the State on 1 July. She gave a little history (like the state started requiring plans as a fallout of the 1976-77 drought) and mentioned there have been several updates with new requirements. SFPUC uses housing and employment projections from their local land use agency (SF Planning Department) to merge their demand forecasts with those of BAWSCA 2025 demand study update. This year they have also run projections using historical growth numbers and growth numbers from the California Department of Finance to get a range of forecasts out to 2050. Current retail (SF only) demand is about 62 MGD while forecasts for 2050 vary from 60 to 72 MGD. Clearly, we are expected to continue our conservation efforts. Wholesale (BAWSCA) demands are expected to increase about 15% over the period 2025-2050 (from 129.1 MGD to 148.4 MGD). Anyhow, the draft SFPUC UWMP is online, and they had their public hearing on 4/14. They expect formal adoption by their board on 6/23 and submission to the state by 1 July. Of course, there was some discussion about design droughts and the impact of water rates on demand. Jennifer said they do factor in the price elasticity of demand when making forecasts. And while some (like Peter Drekmeier and Dave Warner, who both offered public comment) wondered why design droughts were different among SFPUC, EBMUD, and Valley Water, Alison Kastama pointed out those other agencies have connections to the State Water Project and Central Valley Project supplies. SFPUC's Regional Water System (RWS) has no cross-connects and thus uses a more conservative drought estimate. There is a difference between design drought vs drought of record.

After the SFPUC Report we went into the action items. There wasn't much controversy although the Millbrae rep did want much more detail about BAWSCA's review of the Millbrae Operations Center (MOC) project. According to our legal settlement we can comment on the system and work with San Francisco, but the system is theirs and we cannot approve (or disapprove) of their projects. We do work together and review their CIP projects, although the Millbrae rep wanted her project mentioned

specifically. Our work plan says only that we review the CIP, which includes the MOC. The BAWSCA Board approved the work plan as presented, without specific mentions of the MOC project. New items in the work plan (and budget) include the new personnel support contractor and a review of SFPUC debt financing. BAWSCA wants to investigate if there is a smarter way of doing RWS financing given SFPUC has some major financing coming up for sewer and other projects. There will also be some opening discussions for renewing/revising our Water Supply Agreement, which is due to expire as early as 2028. As for budgeting, the BAWSCA budget is actually about \$55K less than last year's budget, so there will be no change in our assessment.

There was no new news on Bay-Delta, so we cancelled closed session. The Mountain View rep gave us a brief update on the water quality issues they had due to a contractor's mistake. It proved to be a great exercise and test of emergency response procedures. About sixty-seven homes were affected by the contamination of the water for around 25 days. They did as much as they could for their customers, including delivering bottled water, providing meal vouchers, and offering free hotel vouchers. The real problem was not e. coli but instead a contaminant which proved more difficult to remove. The city deeply appreciated help provided by the many agencies that provided assistance. Valley Water and others provided much testing and even Hillsborough provided assistance. Tom Zigterman suggested the Mountain View Water Management Rep (WMR) brief the other WMRs at a coming meeting. The meeting adjourned shortly before 9PM. Our next meeting will be at 6:30pm on July 16 at a different location – the Wind Room at the Foster City Community Building.

## CSDA San Mateo Chapter Meeting of 8 June 2026

A San Mateo County Special Districts meeting was held at 3 PM on 9 March 2026 in a hybrid format. Three people, including me, were in Jim Pruetts Harbor District office in El Granada while all fifteen others were online. Following the agenda was a little difficult as the third revision was emailed at 2:11PM, about when I was leaving for El Granada. One of the reasons I wanted to attend in person was to see what happened to Kathryn Slater-Carter, who was previously serving as Vice-President, since the agenda showed the Vice President office to be open. Kathryn was the third person at the Harbor District office, so I asked her about her status, and she said she wanted to continue as Vice President but didn't want to be listed as such as she was making a presentation as a candidate for the regular Special District LAFCo representative (she is currently Alternate). Anyhow, as the first order of business, Jim called the meeting to order and welcomed all soon after the 3 PM start time.

The second order of business was statements by the two candidates for the LAFCo position. As later discussed in agenda item 6, the election is still ongoing as only ten special districts voted by the 1 June due date and eleven votes were required to make a quorum. Accordingly, the law says the due date for ballots needs to be extended by 60 days, so now the due date is Monday, August 3. Districts who have already voted do not need to revote so hopefully at least one more special district will submit a ballot. Anyhow, Kathryn Carter-Slater made her pitch saying she has been attending LAFCo meetings for the past 2 years as Alternate (or filling in for regular members). She talked about her experience as a CSDA officer and regional rep. She is also now (as of January 1) a Harbor District Commissioner serving as Board Secretary. Kati Martin (of the Mosquito District) was the second candidate, but she was late to the meeting as Jim had given her some bad login instructions. When she did get on the meeting, she stressed her experience as an Alternate for 2 years and then serving in her current 4-year term which is expiring.

After Kathryn's piece and for revised agenda item 3, Isabel Agustin, a staffer for State Senator Josh Becker gave an update of the state budget situation and some of his accomplishments in office. She encouraged attendance at one or more of his coming town halls which schedule is available on his web site (or just call her at his Menlo Park office). Agenda item 4 was a legislative update from Colleen Haley, our representative from the state CSDA office. She primarily talked about the State's effort to place a special tax (or revenue source) from all entities within ½ mile of any planned high speed rail station to support that program, which is hurting for funding given federal cuts. Menlo Fire asked if it would be based on the location of headquarters or any property (like one of their fire stations) but Colleen said that details have not been firmed up yet. She did say the assessment would be "voluntary" but that they would get the funds somehow. Agenda item 5 was the San Mateo County update given by Mike Callagy, the San Mateo County Executive Officer. His first item was the problem the county was having with the state on Vehicle License Fees (remember the swap when Arnold became governor?). He should be getting an answer within the next 24-48 hours, but we are talking about major money for the cities/counties - \$38M from last year, \$119M this year, and more in later years. Hope for the best. He also talked about what the county is doing about homelessness (problem is getting better in San Mateo), Healthcare (federal budget cuts are a problem – 115K people are on Medi-Cal), and funding of

childcare (wants to implement a program, Tri-Care) where the county pays 12.5% of cost, the employer pays 12.5% of cost, and the resident pays the remaining 75%. He also mentioned a major kitchen upgrade at the county fairgrounds/event center so that the facility (along with another at the Cow Palace) can be used for emergency feeding in case of a disaster such as an earthquake or wildfire. In all, Mike's presentation was 15 minutes.

It was a few minutes after 4 PM so Jim said we would work on Bylaws next meeting, with hopefully some helping him review them prior to then. Our next meeting will be September 14, 2026