

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, January 12, 2023
7:30 p.m.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/82319265284?pwd=ZzRwS2V3UW9VUC9PbTJidjRUTmFFZz09>

Meeting ID: 823 1926 5284

Passcode: 351505

One tap mobile

+16694449171,,82319265284#,,,,*351505# US

+16699006833,,82319265284#,,,,*351505# US (San Jose)

Dial by your location

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 646 931 3860 US

+1 689 278 1000 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

Meeting ID: 823 1926 5284

Passcode: 351505

Find your local number: <https://us06web.zoom.us/j/82319265284?pwd=ZzRwS2V3UW9VUC9PbTJidjRUTmFFZz09>

- 1. ROLL CALL:**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. SPECIAL ORDER OF BUSINESS:**

REGULAR MEETING OF THE BOARD OF DIRECTORS

January 12, 2023

Page 2 of 3

- A. Consideration of Resolution 669, Declaring that District Meetings will Continue to be Held Via Teleconference.

4. CONSENT CALENDAR:

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

- A. Approval of Minutes:
 - 1. Regular Meeting of December 8, 2022.
- B. Accountant's Report for Period Ending November 30, 2022.
- C. Investment Report for Period Ending December 31, 2022.
- D. Claims Register for December 31, 2022.

5. PUBLIC COMMENT:

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

6. BUSINESS (OLD):

- A. Update on Claims Reimbursement from ACWA JPIA for Sinkhole (*corrected*) Repair – Loss of September 9, 2021, Claim #22-289 in the amount of \$51,285.88.

7. BUSINESS (NEW):

- A. Appointment of Board Committees by President Medina.
- B. Consideration to Authorize Director/Staff Attendance to the ACWA/JPIA Spring Conference, Monterey, California, May 8 thru May 11, 2023.

8. WRITTEN COMMUNICATIONS: None

REGULAR MEETING OF THE BOARD OF DIRECTORS

January 12, 2023

Page 3 of 3

9. ATTORNEY'S REPORT:

11. GENERAL MANAGER'S REPORT:

- A. Report on District's Water Conservation for December 2022.

12. ITEMS FROM BOARD OF DIRECTORS:

- A. Report on ACWA/JPIA Conference, November 29 – December 1, 2022 (Amuzie).

13. CLOSED SESSION: None

14. ADJOURNMENT:

Upon request, the Westborough Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the auxiliary aid or service at least 3 days before the meeting. Request should be sent to Westborough Water District at 2263 Westborough Boulevard, South San Francisco, CA 94080, or email wwd@westboroughwater.org. Availability of Public Records: all public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Acts, that are distributed to a majority of the legislative body will be available for public inspection at 2263 Westborough Boulevard, South San Francisco, CA 94080, at the same time that the public records are distributed or made available to the legislative body.

RESOLUTION NO. 669

A RESOLUTION OF BOARD OF DIRECTORS OF THE WESTBOROUGH WATER DISTRICT DECLARING THAT DISTRICT MEETINGS WILL CONTINUE TO BE HELD VIA TELECONFERENCE

WESTBOROUGH WATER DISTRICT

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow legislative bodies to conduct meetings electronically without a physical meeting place; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law as urgency legislation that goes into effect on October 1, 2021, amending Government Code Section 54953 of the Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency where state or local officials have recommended measures to promote social distancing; and

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the California Department of Public Health and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing.

NOW, THEREFORE, BE IT RESOLVED that, in order to ensure the health and safety of the public, meetings of the Westborough Water District, its committees and subsidiary bodies, will continue to be held with board members participating via teleconference in accordance with Assembly Bill 361 and the provisions of Government Code Section 54953(e).

PASSED AND ADOPTED this 12th day of January, 2023, by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors

ATTEST:

Board Secretary

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

Thursday, December 8, 2022

Note: Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the AB 361 [Government Code Section 54953(e)]. Directors participated remotely, but the public was welcome to attend the meeting in person, as the General Manager and Office Supervisor were present at the Westborough Water District Office, in addition to participating on the teleconference.

The meeting was called to order at 7:31 p.m.

1. ROLL CALL:

Directors Present:

Don Amuzie
Tom Chambers
Janet Medina
Julie Richards
Perry Bautista

Staff Present:

Michael Conneran, Attorney
Johnny Kennedy, Field Supervisor
Wendy Bellinger, Office Supervisor
Patricia Mairena, General Manager

Visitors Present: None

For the record, General Manager Mairena stated that both Office Supervisor Bellinger and she were present at the District's Office for any visitors who wished to attend the board meeting in person.

2. PLEDGE OF ALLEGIANCE: Led by Director Chambers.

3. SPECIAL ORDER OF BUSINESS:

A. Consideration of Resolution 667, Declaring that District Meetings will Continue to be Held Via Teleconference.

Attorney Conneran stated that the District was still able to operate under the Governor's Emergency Order which is coming to an end in late February. Attorney Conneran noted that thru that order and the provisions of AB 361, the Board could adopt this resolution to authorize their continued meeting in a hybrid mode via teleconference, and he

Two of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

recommended adopting this resolution. Attorney Conneran also stated that he will make sure to get the flyer to everyone which discusses the newly adopted procedures, but as of now, it is expected to return to in-person meetings starting in March 2023.

Director Chambers moved to approve Resolution 667, Declaring that District Meetings will Continue to be Held Via Teleconference, seconded by Director Medina.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Chambers | Aye |
| Director Medina | Aye |
| Director Richards | Aye |
| Director Bautista | Aye |

The motion was carried unanimously.

4. ELECTION OF OFFICERS FOR PRESIDENT AND VICE PRESIDENT:

President Bautista declared the offices for President and Vice President vacant.

Director Chambers moved to nominate Director Medina for President, seconded by Director Amuzie.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

With no other nominations, the motion was carried unanimously.

General Manager Mairena and other board members congratulated President Medina.

President Medina thanked Director Bautista for a job well done as President of the Board for the past year.

President Medina opened the floor for Vice President nominations.

Director Bautista moved to nominate Director Chambers for Vice President, seconded by Director Amuzie.

Three of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

With no other nominations, the motion was carried unanimously.

General Manager Mairena and other board members congratulated Vice President Chambers.

General Manager Mairena informed the Board that the District had a thank you gift that was yet to be delivered and will be presented it to former President Bautista. President Medina extended her appreciation to Director Bautista for his outstanding job as President of the Board of Directors.

5. CONSENT CALENDAR:

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 Bautista.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

The motion was carried unanimously.

6. PUBLIC COMMENT: None.

7. BUSINESS (OLD): None.

A. Update on Claims Reimbursement from ACWA JPIA for Sinkhole (*corrected*) Repair – Loss of September 9, 2021, Claim #22-289 in the amount of \$51,285.88.

Four of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

General Manager Mairena recapped for the Board the offer that JPIA had made for the September 9, 2021 loss, in the amount of \$51,285.88 which she had presented at the last board meeting and had accepted on behalf of the Board. Ms. Mairena stated that JPIA emailed her afterwards requesting that once the District had paid the City of South San Francisco the \$51,285.88 to send copies of the agreement and the check. General Manager told the Board she asked for Attorney Conneran's assistance in drafting a reply, since the District undertook the repairs and paid MK Pipelines directly the sum of \$74,135.37 for the pipeline repairs and the restoration of the sinkhole/street. Ms. Mairena told the Board that a copy of the reply letter was included with their board packet and asked Attorney Conneran if he wanted to add anything else.

Attorney Conneran explained that JPIA's offer to compensate the District was to repair the sinkhole or damage to the City's facilities, a third party, and that JPIA was confused about the City paying for the repairs, when in fact, the District had used the same contractor that repaired the pipeline to do the sinkhole repairs and re-pavement of the street. Attorney Conneran stated that the purpose of the letter was to clarify that the District had made the payment to the contractor and not the City, and correspondence showing that the City had requested the repairs had been included with the reply.

Director Chambers pointed out a correction that was needed to the agenda and that the title for that item should be stated "for Sinkhole Repair" and not for Pipe Repair. Attorney Conneran concurred.

B. Update on Volvo Portable Generator Problems due to Possible Bad Fuel and Quote for Repairs.

General Manager Mairena restated the generator bad fuel problems she had reported at the last board meeting and recalled to the Board the allowance of up to \$25,000 that they had approved for its repairs. Ms. Mairena stated the quote she had signed for the repairs ended up being for \$12,373.12, and the repairs were completed on December 2, 2022. General Manager Mairena told the Board that the bad fuel had been removed and replaced with new fuel, the filters and gauge were replaced as well, and the generator was run both without and with a load without any problems.

Field Supervisor Kennedy reported that the reason the generator was run again on December 5, 2022, was that there was a high fuel level, and in order to avoid getting an alarm which could cause the Colina residents to complain about the noise, staff decided to run it, and will run it at least one more time this month and will keep running it every month. Mr. Kennedy also reported that when the new fuel was put in, stabilizer and conditioner were added so that the fuel would not go bad since the generator was not run as often, and also, the engine was treated with conditioner, so everything looked good to go.

Five of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

Director Amuzie asked if there was a regular testing schedule. Field Supervisor Kennedy replied that it was monthly.

Director Chambers asked about the capacity for the Westborough sewer pump station generator and how often it needed to be refueled. Field Supervisor Kennedy replied that he thought it was about 500 gallons, but he would need to make sure. Director Chambers stated that fuel tends to go bad, and that both generators ought to be in the same refueling cycle. Field Supervisor Kennedy stated that he would check with Dave from California Generator Service to find out what his recommendation of a schedule for adding fuel and stabilizer is.

8. BUSINESS (NEW):

A. Review/Approve District Newsletter.

General Manager Mairena reported that on November 17, 2022, she met with the Public Relations Committee, and they had put together a draft of the newsletter, which she had sent to John Davidson for formatting, and a copy of it was on the board packet for the Board's review and possible approval. General Manager Mairena briefly reviewed the newsletter articles with the Board and asked if anyone had any comments.

Director Chambers suggested that the title of the article "State 2 Water Alert in Effect" should be restated as "State 2 Water Alert *Still* in Effect." Director Chambers also suggested that on the COVID-19 Update article, the sentence "we continue to assess the situation and hope to reopen after the holidays" be revised to "we continue to assess the situation and *expect* to reopen the office after the holidays." President Medina concurred with the changes.

Director Chambers moved to approve the District Newsletter with the above two changes, seconded by Director Richards.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

The motion was carried unanimously.

B. Consideration of Holiday Bonus for District Employees.

General Manger Mairena recommended giving District Employees a \$150 holiday bonus

Six of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

as everyone had done a very good job during the year and the pandemic. Ms. Mairena asked that she be excluded from the consideration for the holiday bonus.

Director Amuzie inquired if the bonus was included in the budget. General Manager Mairena replied that it was.

Director Amuzie moved to approve a \$150 holiday bonus for District Employees in accordance with the wishes of the General Manager, seconded by Director Chambers.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

The motion was carried unanimously.

General Manager Mairena thanked the Board for the generosity on behalf of the District's staff.

C. Consideration to Reappoint Representative to Bay Water Supply and Conservation Agency and Regional Water System Financing Authority.

General Manager Mairena asked Director Chambers if he wanted to present this.

Director Chambers mentioned that BAWSCA representatives' terms were four years and normally aligned with the directors' terms. Director Chambers stated that his 4-year term was coming to an end, and he would appreciate being re-appointed since he was currently the BAWSCA vice chair and could be chair in a year or two. He also stated that he hoped the Board was satisfied with the work he was doing in keeping everyone informed.

Director Amuzie moved to approve to Reappoint Director Chambers as the Representative to the Bay Water Supply and Conservation Agency and Regional Water System Financing Authority, seconded by Director Bautista.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |

Seven of Nine
Minutes of the Regular Meeting of the Board of Directors
Thursday, December 8, 2022

Director Medina Aye

The motion was carried unanimously.

D. Consideration of Resolution 668, Amendment of Guidelines for Inspection of Public Records.

Attorney Conneran reported that General Manager Mairena had requested that the policy be updated. Director Chambers commented that the policy was thirty-three years old. Attorney Conneran replied that the policy had not really changed much with time, but the new policy was certainly more up-to-date, and it now included a list of documents that are not available for inspection; thus, making it easier for District staff to make a determination instead of having to contact legal staff for advice. Attorney Conneran stated that currently, most of the requests come in for electronic records, and that was certainly not in the previous policy. Attorney Conneran recommended to approve the revised policy.

General Manager Mairena added that the reason she had asked Attorney Conneran to update the policy was that John Davidson, who maintains the District's website, had asked about updating it, and as Attorney Conneran stated, most of the requests now come in for electronic records, and if these are not available, they do not want them.

Director Bautista moved to approve Resolution 668, Amendment of Guidelines for Inspection of Public Records, seconded by Director Chambers.

Roll Call

| | |
|-------------------|-----|
| Director Amuzie | Aye |
| Director Bautista | Aye |
| Director Chambers | Aye |
| Director Richards | Aye |
| Director Medina | Aye |

The motion was carried unanimously.

9. WRITTEN COMMUNICATIONS:

A. Letter Dated November 28, 2022, from ACWA/JPIA Regarding the "President's Special Recognition Award" for Achieving Low Loss Ratio of Claims.

General Manager Mairena reported that the District had attained this award for achieving a low ratio of "Paid Claims." President Medina complimented District staff for getting this award, especially during the pandemic.

10. ATTORNEY'S REPORT: None

11. GENERAL MANAGER'S REPORT:

A. Report on District's Water Conservation for November 2022.

General Manager Mairena reported on the water conservation efforts for November 2022 and reminded the Board about the District supplying water to the North Coast County Water District (NCCWD) due to repairs to their transmission line during this period. Ms. Mairena presented worksheets comparing water consumption for the previous two years, less the 11,916 HCF which was supplied to the NCCWD.

Director Chambers added that the year-to-date GPCD was 54.6 which was 4% down from last year (FY 20-21) and 6.3% from FY 19-20, and San Francisco is asking for a 10% reduction, so the District was not quite there yet, but he hoped that it would improve as customers irrigate less.

B. Update on Intertie Water Deliveries to North Coast County Water District due to Transmission Line Repairs

General Manager Mairena explained to the Board how she had calculated the bill for the water that was provided to the NCCWD while they performed the repairs to their transmission line. Ms. Mairena stated that the total bill for the 11,916.34 HCF plus pumping charges had amounted to \$62,607.84, and a bill had been sent to General Manager Adrienne Carr.

C. Report by Field Supervisor Kennedy on Waverly Repairs (*not originally on the agenda*).

Field Supervisor Kennedy reported on repairs that were performed on Waverly Court. Mr. Kennedy stated the leak had been reported to the on-call worker, and Senior Field Technician had met them and postponed the repairs until the next morning. The repairs were performed by field staff and involved the replacement of a saddle and a portion of the pipe. Field Supervisor Kennedy also stated that the area being repaired was muddy and a customer reported to him that the leak had been going on for at least three days.

General Manager Mairena pointed out that with the rain, customers sometimes do not report leaks because they assume it is just runoff. Director Chambers stated that sometimes it is the other way around.

12. ITEMS FROM BOARD OF DIRECTORS:

A. Report on BAWSCA Meeting of November 17, 2022 (Chambers).

Director Chambers reported that this meeting was held in person in Burlingame, and he had one correction to his report: "Water Bank (in *San* Pedro Reservoir)" should be changed to "Water Bank (in *Don* Pedro Reservoir)." Director Chambers mentioned that the Demand Study he referred to on his report was now on the BAWSCA website.

Director Chambers stated that he had received an email from Santa Clara Valley Water (which is partly Santa Clara and partly San Jose) announcing that they were now holding in-person tours, either on the first Friday or the second Saturday of the month, and they offer two tours: 10am to 12pm (Fridays) or 9am to 11am (Saturdays). Director Chambers provided a website for signups: purewater4u.org.

Director Bautista asked Director Chambers about AMI meters. Director Chambers replied that they were more accurate and able to tell faster if there was a leak present, and BAWSCA was trying to get everyone to move to AMI.

General Manager Mairena asked Field Supervisor Kennedy for his input. Field Supervisor Kennedy replied that our meters were SRII and were AMI, but he would have to find out more information about their AMI capabilities from our supplier. Director Chambers suggested he talked to Purissima Hills instead because if we were using the same meters, we would be able to learn more from them. Field Supervisor Kennedy stated that he would bring it up when we meet with them next week.

Director Amuzie stated he would have his ACWA Conference report for next month's meeting. He also suggested to create internships for high school or junior college students to expose them to the water industry.

13. CLOSED SESSION: None.

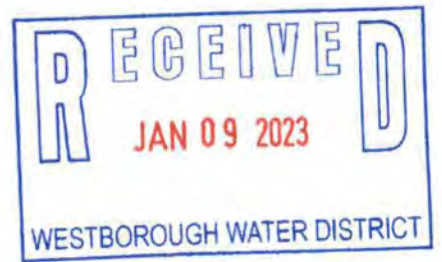
14. ADJOURNMENT:

Without objection, President Medina adjourned the meeting.
Time 8:20 p.m.

Secretary

President

Date



Westborough Water District

Financial Statements
With Accountant's Compilation Report
November 30, 2022



Chavan & Associates, LLP
Certified Public Accountants
15105 Concord Circle, Suite 130
Morgan Hill, CA 95037

Westborough Water District

Table of Contents

| | |
|--|-------|
| Accountant’s Compilation Report..... | 1 - 2 |
| Financial Statements: | |
| Statement of Net Position | 3 - 4 |
| Statement of Activities..... | 5 |
| Selected Information - Substantially All Disclosures Required by Generally Accepted Accounting Principles are Not Included | 6 |
| Supplementary Information | |
| Schedule of Income and Expense - Budget to Actual | 7 - 9 |



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 five months ended November 30, 2022, 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. Accordingly, 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 five months ended November 30, 2022, 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 five months ended November 30, 2022, 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

January 6, 2023
Morgan Hill, California

Westborough Water District
Statement of Net Position
November 30, 2022

ASSETS

Utility Plant in Service (Note 5):

| | | |
|---|----|-------------|
| Land | \$ | 182,633 |
| Work in Progress | | 141,781 |
| Water Facility | | 7,889,729 |
| Building | | 1,493,829 |
| Joint-Use Facilities | | 94,907 |
| Meters | | 692,539 |
| Office Furniture and Equipment | | 156,528 |
| Maintenance Facility | | 502,117 |
| Sewer Facility | | 3,367,613 |
| Total Utility Plant in Service (Capital Assets) | | 14,521,676 |
| Less Accumulated Depreciation | | (6,735,333) |
| Utility Plant in Service-Net Depreciation Expense | | 7,786,343 |

Current Assets:

| | | |
|---|----|------------|
| Cash (Including \$2,054,798 in Time Deposits) | | 2,670,137 |
| Receivables | | |
| Water | | 2,358,076 |
| Other | | 121,447 |
| Prepaid Expenses and Other | | 38,897 |
| Inventory | | 346,547 |
| Total Current Assets | | 5,535,104 |
| Total Assets | \$ | 13,321,447 |

DEFERRED OUTFLOWS

| | | |
|---------------------------|----|---------|
| Deferred Pension Outflows | \$ | 254,553 |
| Deferred OPEB Outflows | | 93,166 |
| Total Deferred Outflows | \$ | 347,719 |

(continued)

See accompanying notes and accountant's compilation report

Westborough Water District
Statement of Net Position
November 30, 2022

LIABILITIES

Current Liabilities:

| | | |
|---------------------------|----|-----------|
| Accounts Payable (Note 2) | \$ | 1,194,745 |
| Customers' Deposits | | 359,730 |
| Unearned Revenue | | 12,928 |
| Total Current Liabilities | | 1,567,403 |

Long-term Liabilities:

| | | |
|-----------------------------|----|-----------|
| Accrued Vacation | | 50,694 |
| Net Pension Liability | | 786,071 |
| Net OPEB Obligation | | 376,820 |
| Total Long-term Liabilities | | 1,213,585 |
| Total Liabilities | \$ | 2,780,988 |

DEFERRED INFLOWS

| | | |
|--------------------------|----|---------|
| Deferred Pension Inflows | \$ | 65,453 |
| Deferred OPEB Inflows | | 125,990 |
| Total Deferred Inflows | \$ | 191,443 |

NET POSITION

| | | |
|--------------------------------------|----|------------|
| Net Investment in Capital Assets | \$ | 7,786,343 |
| Restricted for Capital Facilities | | 347,103 |
| Unrestricted: | | |
| Reserved for Contingencies | | 278,273 |
| Reserved for Capital Expenditures | | 1,899,572 |
| Non-spendable Inventory and Prepaids | | 385,444 |
| Total Net Position | \$ | 10,696,735 |

(concluded)

See accompanying notes and accountant's compilation report

Westborough Water District
Statement of Activities
For the five months ended November 30, 2022

| | |
|---|-----------------------------|
| Operating Revenue: | |
| Water Sales (Note 3) | \$ 1,786,010 |
| Sewer Svc. and Transfer Charges | 1,433,107 |
| Misc. Operations | 9,529 |
| Capital Facility Income | 6,032 |
| Total Operating Revenue | <u>3,234,678</u> |
| Operating Expense: | |
| Water Expenditures | 1,220,792 |
| Sanitary Sewer Expenditures | 1,101,494 |
| Admin. and General Expenditures | 510,847 |
| Depreciation | 141,566 |
| Capital Facility Expense | 300 |
| Total Operating Expenses | <u>2,974,999</u> |
| Operating Income (Loss) | 259,679 |
| Non-operating Income (Expense): | |
| Property Taxes | 265,710 |
| Investment Interest | 12,521 |
| Other | 41,722 |
| Total Non-operating Income (Expense) | <u>319,953</u> |
| Change in Net Position | 579,632 |
| Net Position - Beginning | <u>10,117,103</u> |
| Net Position - Ending | <u><u>\$ 10,696,735</u></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
November 30, 2022

NOTE 1 - There was no Bad Debt expense during the month.

NOTE 2 - Accounts payable at November 30, 2022, includes \$1,015,185 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 \$(1,617) to account for uncollectible water receivables for the period.

NOTE 5 - Changes in utility plant in-service for the five months ended November 30, 2022, were as follows:

| | |
|--------------------|----------------------|
| Beginning Balance | \$ 14,516,544 |
| Engineering | - |
| Surveying | - |
| Contractors | - |
| Other Fixed Assets | <u>5,132</u> |
| Ending Balance | <u>\$ 14,521,676</u> |

Westborough Water District
Schedule of Income and Expense - Budget to Actual
For the five months ended November 30, 2022

| | November | Year to Date | 2022-23 Budget | Percentage to Date | Percentage Variance | \$ Variance YTD Plan |
|---|------------------|-------------------|-------------------|-----------------------|------------------------|-------------------------|
| Operating Revenue: | | | | | | |
| Water Sales (Note 3) | \$ 350,375 | \$ 1,786,010 | \$ 4,058,845 | 44.00% | 2.34% | \$ 94,825 |
| Sewer Svc. and Transfer Charges | 286,655 | 1,433,107 | 3,200,831 | 44.77% | 3.11% | 99,427 |
| Misc. Operations | 1,956 | 9,529 | - | 100.00% | 100.00% | 9,529 |
| Capital Facility Income | 3,016 | 6,032 | - | 100.00% | 100.00% | 6,032 |
| Total Operating Revenue | 642,002 | 3,234,678 | 7,259,676 | 44.56% | 2.89% | 209,813 |
| Operating Expense: | | | | | | |
| Water Expenditures | 255,691 | 1,220,792 | 2,702,930 | 45.17% | -3.50% | (94,571) |
| Sanitary Sewer Expenditures | 221,767 | 1,101,494 | 2,771,431 | 39.74% | 1.92% | 53,269 |
| Admin. and General Expenditures | 88,859 | 510,847 | 1,213,815 | 42.09% | -0.42% | (5,091) |
| Depreciation | 28,338 | 141,566 | 365,000 | 38.79% | 2.88% | 10,517 |
| Capital Facility Expense | 100 | 300 | - | 100.00% | -100.00% | (300) |
| Total Operating Expenses | 594,755 | 2,974,999 | 7,053,176 | 42.18% | -0.51% | (36,176) |
| Operating Income (Loss) | 47,247 | 259,679 | 206,500 | 125.75% | -84.09% | 173,637 |
| Non-operating Income (Expense): | | | | | | |
| Property Taxes | 31,156 | 265,710 | 613,231 | 43.33% | 1.66% | 10,197 |
| Investment Interest | 440 | 12,521 | 12,052 | 103.89% | 62.22% | 7,499 |
| Other | 34 | 41,722 | 36,000 | 115.89% | 74.23% | 26,722 |
| Total Non-operating Income (Expense) | 31,630 | 319,953 | 661,283 | 48.38% | 6.72% | 44,418 |
| Net Income (Loss) | \$ 78,877 | \$ 579,632 | \$ 867,783 | 66.79% | 25.13% | \$ 218,055 |

Westborough Water District
Schedule of Income and Expense - Budget to Actual
For the five months ended November 30, 2022

| | November | Year to Date | 2022-23 Budget | Percentage to Date | Percentage Variance | \$ Variance YTD Plan |
|--|----------------|------------------|-------------------|-----------------------|------------------------|-------------------------|
| Water Expenditures: | | | | | | |
| Salaries | \$ 31,979 | \$ 162,810 | \$ 407,317 | 39.97% | 1.70% | \$ 6,905 |
| Salaries Overtime | 936 | 2,776 | 8,000 | 34.70% | 6.96% | 557 |
| Benefits | 7,355 | 62,998 | 117,178 | 53.76% | -12.10% | (14,174) |
| OPEB | 1,369 | 8,544 | 11,870 | 71.98% | -30.31% | (3,598) |
| Payroll Taxes | 2,518 | 12,600 | 32,220 | 39.11% | 2.56% | 825 |
| Technical Communications | 717 | 3,672 | 9,052 | 40.57% | 1.10% | 100 |
| Utilities | 13,884 | 69,872 | 136,634 | 51.14% | -9.47% | (12,941) |
| Supplies and Small Tools | 592 | 6,069 | 15,000 | 40.46% | 1.21% | 181 |
| Maintenance of System | 2,273 | 12,255 | 60,148 | 20.37% | 21.29% | 12,807 |
| Special Services | 3,690 | 34,098 | 74,526 | 45.75% | -4.09% | (3,046) |
| Vehicle Expense | 1,414 | 9,443 | 30,400 | 31.06% | 10.61% | 3,224 |
| Water Purchases | 188,964 | 835,655 | 1,800,585 | 46.41% | -4.74% | (85,411) |
| Total Water Expenditures | 255,691 | 1,220,792 | 2,702,930 | 45.17% | -3.50% | (94,571) |
| Sanitary Sewer Expenditures: | | | | | | |
| Treatment & Disposal | 203,037 | 1,015,186 | 2,601,335 | 39.03% | 2.64% | 68,704 |
| Utilities | 8,294 | 44,845 | 103,287 | 43.42% | -1.75% | (1,809) |
| Repair of Pipelines | - | - | 5,000 | 0.00% | 41.66% | 2,083 |
| Repair of Pumps | 3,239 | 14,000 | 15,000 | 93.33% | -51.67% | (7,750) |
| Miscellaneous Sewer Expenses | 7,197 | 27,463 | 46,809 | 58.67% | -17.00% | (7,959) |
| Total Sanitary Sewer Expenditures | 221,767 | 1,101,494 | 2,771,431 | 39.74% | 1.92% | 53,269 |

Westborough Water District
Schedule of Income and Expense - Budget to Actual
For the five months ended November 30, 2022

| | November | Year to Date | 2022-23 Budget | Percentage to Date | Percentage Variance | \$ Variance YTD Plan |
|---|-------------------|---------------------|---------------------|-----------------------|------------------------|-------------------------|
| Administrative and General Expenditures: | | | | | | |
| Salaries | 38,613 | 187,857 | 510,682 | 36.79% | 4.88% | 24,927 |
| Salaries-Temporary | - | 706 | 2,000 | 35.30% | 6.35% | 127 |
| Salaries-Overtime | - | - | 2,000 | 0.00% | 41.65% | 833 |
| Employee Benefits | 12,149 | 104,316 | 179,751 | 58.03% | -16.37% | (29,420) |
| OPEB | 2,054 | 12,816 | 19,816 | 64.68% | -23.01% | (4,559) |
| Office Supplies and Postage | 815 | 6,103 | 10,070 | 60.61% | -18.94% | (1,907) |
| Memberships | - | 14,708 | 45,545 | 32.29% | 9.37% | 4,269 |
| Utilities | 117 | 197 | 1,000 | 19.70% | 22.00% | 220 |
| Telephone | 364 | 1,819 | 4,534 | 40.12% | 1.54% | 70 |
| Payroll Taxes | 1,805 | 11,306 | 41,072 | 27.53% | 14.14% | 5,807 |
| Water Conservation | 100 | 300 | 16,000 | 1.88% | 39.79% | 6,367 |
| Building & Grounds Maintenance | 121 | 5,543 | 9,668 | 57.33% | -15.67% | (1,515) |
| Parking Rentals | 450 | 2,250 | 5,760 | 100.00% | -100.00% | 150 |
| Directors Fees | 1,100 | 4,800 | 10,500 | 45.71% | -4.05% | (425) |
| Engineering Services | 8,919 | 38,698 | 50,000 | 77.40% | -35.73% | (17,864) |
| Accounting | 3,248 | 12,747 | 22,325 | 57.10% | -15.43% | (3,445) |
| Legal | 2,899 | 21,374 | 23,400 | 91.34% | -49.68% | (11,624) |
| Billing | 627 | 10,562 | 46,442 | 22.74% | 18.92% | 8,789 |
| Communications | 2,936 | 9,914 | 25,530 | 38.83% | 2.84% | 724 |
| General Election | 2,685 | 2,685 | 3,750 | 71.60% | -29.95% | (1,123) |
| Insurance | 4,211 | 29,764 | 71,000 | 41.92% | -0.25% | (181) |
| Bad Debts (Note 1) | - | - | 2,000 | 0.00% | 41.65% | 833 |
| Travel | 78 | 2,170 | 9,000 | 24.11% | 17.56% | 1,580 |
| Miscellaneous | 5,568 | 30,212 | 101,970 | 29.63% | 12.04% | 12,276 |
| Total Admin. and General Expenditures | <u>88,859</u> | <u>510,847</u> | <u>1,213,815</u> | <u>42.09%</u> | <u>-0.42%</u> | <u>(5,091)</u> |
| Depreciation Expense | 28,338 | 141,566 | 365,000 | 38.79% | 2.88% | 10,517 |
| Capital Facility Expense | 100 | 300 | - | 100.00% | -100.00% | (300) |
| Total Expenses | <u>\$ 594,755</u> | <u>\$ 2,974,999</u> | <u>\$ 7,053,176</u> | <u>42.18%</u> | <u>-0.51%</u> | <u>\$ (36,176)</u> |

WESTBOROUGH WATER DISTRICT
INVESTMENT REPORT FOR PERIOD ENDING: DECEMBER 31, 2022

LOCAL AGENCY INVESTMENT FUND
MONTHLY ACTIVITY REPORT

| <u>DATE</u> | <u>AMOUNT</u> | <u>DESCRIPTION</u> | <u>TRANSACTION BALANCE</u> |
|--------------------|---------------|--------------------|--------------------------------|
| Beginnning Balance | | | \$1,911,997.07 |
| 12/8/2022 | \$ 150,000.00 | Deposit from TCB | \$2,061,997.07 |
| Ending Balance | | | \$2,061,997.07 |

Total Investments Last Report Period = \$1,911,997.07

Total Investments at End of Report Period = \$2,061,997.07

Effective Interest Rate: 2.007%
(as of 11/22)

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.

California State Treasurer
Fiona Ma, CPA



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

January 09, 2023

[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

December 2022 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Web Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|--------------------|-------------------|------------|
| 12/8/2022 | 12/7/2022 | RD | 1718904 | 1679217 | PATRICIA MAIRENA | 150,000.00 |

Account Summary

| | | | |
|-------------------|------------|--------------------|--------------|
| Total Deposit: | 150,000.00 | Beginning Balance: | 1,911,997.07 |
| Total Withdrawal: | 0.00 | Ending Balance: | 2,061,997.07 |

WESTBOROUGH WATER DISTRICT
INVESTMENT REPORT FOR PERIOD ENDING: DECEMBER 31, 2022

MULTI-BANK SECURITIES, INC.
MONTHLY ACTIVITY REPORT

| <u>DATE</u> | <u>AMOUNT</u> | <u>DESCRIPTION</u> | <u>TRANSACTION BALANCE</u> |
|-------------------|---------------|-------------------------|--------------------------------|
| Beginning Balance | | | \$137,692.14 |
| 12/31/22 | \$ 817.80 | Change in Account Value | \$138,509.94 |
| Ending Balance | | | \$138,509.94 |

Total Investments Last Report Period = \$137,692.14
Total Investments at End of Report Period = \$138,509.94

Effective Interest Rate: 3.550%
(to maturity - 09/30/24)

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.

December 1, 2022 - December 31, 2022
Account Number: RMB-023565

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

Your Account Executive:
PAUL REHMUS
(800) 967-4513

Portfolio at a Glance

| | This Period |
|--|---------------------|
| BEGINNING ACCOUNT VALUE | \$137,692.14 |
| Net Change in Portfolio¹ | 817.80 |
| ENDING ACCOUNT VALUE | \$138,509.94 |
| Estimated Annual Income | \$5,005.50 |

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

4.C.4

Asset Summary

| Percent | Asset Type | Last Period | This Period |
|---------|----------------------|---------------------|---------------------|
| 100% | Fixed Income | 137,692.14 | 138,509.94 |
| 100% | Account Total | \$137,692.14 | \$138,509.94 |

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

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

Your electronic delivery selections for account communications are listed below:

Electronic Delivery

| Enrollment | Communication |
|-------------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | Statements and Reports |
| <input checked="" type="checkbox"/> | Trade Confirmations |
| <input checked="" type="checkbox"/> | Tax Documents |
| <input checked="" type="checkbox"/> | Notifications |
| <input checked="" type="checkbox"/> | Prospectus |
| <input checked="" type="checkbox"/> | Proxy/Shareholder Communications |

You have not enrolled any of the above documents for electronic delivery. 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 |
| Interest Income | | | | |
| Bond Interest | 0.00 | 0.00 | 1,670.37 | 0.00 |
| Other Interest | 0.00 | 0.00 | 1,643.13 | 0.00 |
| Total Income | \$0.00 | \$0.00 | \$3,313.50 | \$0.00 |

December 1, 2022 - December 31, 2022
 WESTBOROUGH WATER DISTRICT

Portfolio Holdings

| Description | Quantity | Market Price | Market Value | Accrued Interest | Estimated Annual Income | Estimated Yield |
|---|--------------|--------------|---------------------|-------------------------|--------------------------------|-----------------|
| FIXED INCOME 100.00% of Portfolio (In Maturity Date Sequence) | | | | | | |
| Certificates of Deposit | | | | | | |
| SECURITY BK & TR CO PARIS TENN CTF DEP 3.550% 09/30/24 B/E DTD 09/28/22 ACT/365 IST CPN DTE 03/28/23 Security Identifier: 814010CV4 | 141,000.0000 | 98.2340 | 138,509.94 | 1,289.09 | 5,005.50 | 3.61% |
| Total Certificates of Deposit | 141,000.0000 | | \$138,509.94 | \$1,289.09 | \$5,005.50 | |
| TOTAL FIXED INCOME | 141,000.0000 | | \$138,509.94 | \$1,289.09 | \$5,005.50 | |
| | | | Market Value | Accrued Interest | Estimated Annual Income | |
| Total Portfolio Holdings | | | \$138,509.94 | \$1,289.09 | \$5,005.50 | |

4.C.6

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.pershing.com/disclosures 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.

Portfolio Holdings Disclosures (continued)

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 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.

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 |
|-------------------------------|---------------------|--------------------|-----------------|----------------------|----------------------|----------------------|
| Securities | | | | | | |
| Securities Bought | 0.00 | 0.00 | 0.00 | 0.00 | -141,000.00 | -141,000.00 |
| Total Securities | \$0.00 | \$0.00 | \$0.00 | \$0.00 | -\$141,000.00 | -\$141,000.00 |
| Dividends and Interest | \$0.00 | \$0.00 | \$0.00 | \$3,313.50 | \$0.00 | \$3,313.50 |
| Distributions | \$0.00 | \$0.00 | \$0.00 | \$141,000.00 | \$0.00 | \$141,000.00 |
| Cash | | | | | | |
| Withdrawals | 0.00 | 0.00 | 0.00 | 0.00 | -3,313.50 | -3,313.50 |
| Total Cash | \$0.00 | \$0.00 | \$0.00 | \$0.00 | -\$3,313.50 | -\$3,313.50 |
| Totals | \$0.00 | \$0.00 | \$0.00 | \$144,313.50 | -\$144,313.50 | \$0.00 |



4.C.7

Messages

Please note the following information for Pershing's 2022 IRS Form 1099 (B, DIV, INT, MISC and OID): Your Form 1099 will be delivered in the first few months of the year. By February 15, you will be mailed either your Form 1099 or a special Pending 1099 Notice. The Pending 1099 Notice will be sent if we have not received and processed final information from issuers and trustees of securities that you hold by the as of date of the February 15 1099 mailing. You will also be sent the notice if your information is still being reviewed and finalized. The notice will inform you of the securities that are pending final reporting and provides the anticipated mail date of your 1099. Your 1099 will be mailed no later than March 15, 2023.

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. 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. 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. Balances in Federal Deposit Insurance Corporation (FDIC)-insured bank deposit sweep products are not protected by Securities Investor Protection Corporation (SIPC).

eDelivery

Eliminate paper and save natural resources with digital adoption. Electronic delivery (eDelivery) is faster, convenient and more secure. We offer eDelivery for account statements, prospectus documents, proxy or shareholder communications, tax documents, trade confirmations and more.

To enroll, log in to your brokerage account and look for the one-click eDelivery pop-up or simply select 'Go Paperless' at the top of any page and follow the on-screen prompts for set-up your preferences. Enrollment can be activated as quickly as the day you register, and you will be notified when documents are available in an online, password-protected portal.

Contact your financial professional if you have any questions about any of our digital tools.

MUNICIPAL SECURITIES RULEMAKING BOARD® (MSRB®) RULE G-10 INVESTOR AND MUNICIPAL ADVISORY CLIENT EDUCATION AND PROTECTION

An investor brochure that describes the protections available under MSRB rules and instructions on how to file a complaint with an appropriate regulatory authority can be found on the MSRB website at www.msrb.org Multi-Bank Securities, Inc. is registered with the Securities and Exchange Commission (SEC) and MSRB, and is a member of FINRA

MSRB RULE G-42 Duties of NON-SOLICITOR MUNICIPAL ADVISORS

MSRB RULE G-42 requires that Multi-Bank Securities, Inc. provide you with information concerning legal and disciplinary events. These events will be on FORM MA and FORM MA-I (For employees)

These forms are filed with the Securities and Exchange Commission and can be found here <https://www.sec.gov/edgar/browse/?CIK=831157>

Messages (continued)

FINRA RULE 2266 SIPC DISCLOSURE

Multi-Bank Securities, Inc. is a member of the Securities Investor Protection Corporation ("SIPC"). Information about SIPC, including the SIPC brochure, can be obtained by contacting SIPC directly at www.sipc.org or calling 202-371-8300.

FINCEN FINAL RULE – ULTIMATE BENEFICIAL OWNER

Multi-Bank Securities Inc. is required, in certain circumstances, to secure Ultimate Beneficial Ownership information, and will continue to use Appendix A to the Final Rule. The PDF certificate can be found here https://www.fincen.gov/sites/default/files/shared/CDD_Rev7.0_Mar_2019_Certificate.pdf

REGULATION BEST INTEREST

Multi-Bank Securities, Inc., under limited circumstances, allows for natural person retail accounts to be maintained.

Our FORM CRS can be found here: https://files.brokercheck.finra.org/crs_22098.pdf

BUSINESS CONTINUITY PLAN

We plan to quickly recover and resume business operations after a significant business disruption and respond by safeguarding our employees and property, making a financial and operational assessment, protecting the Firm's books and records and allowing our customers to transact business.

We test our BCP on a regular and rigorous basis, ensuring that our critical staff are trained to facilitate customer access in any situation.

In the event of significant business disruption(s):

If DIRECT local contact through telephone services becomes unavailable, we will reroute phone calls across the country.

If any office were to suffer loss of functionality or access, we will operate in a secure remote setting, allocating necessary functionality in these locations to those critical business units necessary to maintain continuity.

Our BCP description can be found online at <https://mbssecurities.com/business-continuity/>

LEGAL ENTITY IDENTIFIER - 2549005VYPQV10HMKP26

4.C.9

Messages (continued)

Can be found here <https://search.gleif.org/#/record/2549005VYPQV10HMKP26>

FOR MUNICIPAL ENTITY CLIENTS ONLY:

NEGATIVE CONSENT RELATION TO BOND PROCEEDS
FOR STATE AND LOCAL GOVERNMENTS AND MUNICIPAL BOND OBLIGORS

Regarding the account(s) the municipal entity has with Multi-Bank Securities, Inc.:

1. For the purposes of Section 15B of the Securities Exchange Act of 1934 (Rule 15Ba1 et seq.) (the "Municipal Advisor Rule") relating to the registration of municipal advisors, unless we have or will be notified by you to the contrary, Multi-Bank Securities, Inc. will assume that none of the funds currently invested in or through the account(s) that entity has with Multi-Bank Securities, Inc., or that the entity seeks to invest in these accounts, constitute (i) proceeds of municipal securities or (ii) municipal escrow investments;

2. For the purposes of the Municipal Advisor Rule and the Adopting Release:

a: the term "proceeds of municipal securities" means monies derived by a municipal entity from the primary offering of municipal securities, investment income derived from the investment or reinvestment of such monies, and any monies of a municipal entity or obligated person held in funds under legal documents for the municipal securities that are reasonably expected to be used as security or a source of payment for the payment of the debt service on the municipal securities, including reserves, sinking funds, and pledged funds created for such purpose, and the investment income derived from the investment or reinvestment of monies in such funds.

b: the term "municipal escrow investments" means proceeds of municipal securities and any other funds of a municipal entity [or obligated person] that are deposited in an escrow account to pay the principal of, premium, if any, and interest on one or more issues of municipal securities.

3. In the future, the entity will not invest any funds in or through Multi-Bank Securities, Inc. that constitute proceeds of municipal securities or municipal escrow investments.

Important Information and Disclosures

The Role of Pershing

- Pershing carries your account as clearing broker pursuant to a clearing agreement with your financial institution. Pershing may accept from your financial institution without inquiry or investigation (i) orders for the purchase and sale of securities and other property and (ii) any other instructions concerning your account. 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

Important Information and Disclosures (continued)

The Role of Pershing (continued)

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.
- Pershing is a member of the Securities Investor Protection Corporation (SIPC®). Please note that SIPC does not protect against loss due to market fluctuation. In addition to SIPC protection, Pershing provides coverage in excess of SIPC limits. For more detailed information please visit: www.pershing.com/about/strength-and-stability.
- 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.**

TERMS AND CONDITIONS

TRANSACTIONS

- ALL ORDERS AND TRANSACTIONS SHALL BE SOLELY FOR YOUR ACCOUNT AND RISK SHALL BE SUBJECT TO THE CONSTITUTION, RULES, REGULATIONS, CUSTOMS, USAGES, RULINGS AND INTERPRETATIONS OF THE EXCHANGE OR MARKET AND THE CLEARING FACILITY, IF ANY, WHERE THE TRANSACTIONS ARE EXECUTED AND/OR SETTLED, OR IF APPLICABLE, OF THE FINANCIAL INDUSTRY REGULATORY AUTHORITY AND TO ALL APPLICABLE LAWS AND REGULATIONS.
- TITLE TO SECURITIES SOLD TO YOU, WHERE PERSHING HAS ACTED AS PRINCIPAL, SHALL REMAIN WITH PERSHING UNTIL THE ENTIRE PURCHASE PRICE IS RECEIVED OR UNTIL THE SETTLEMENT DATE, WHICHEVER IS LATER.
- YOU MAY HAVE RECEIVED CONFIRMATIONS FOR TRANSACTIONS WHICH DO NOT APPEAR ON YOUR STATEMENT. IF SO, THE TRANSACTIONS WILL APPEAR ON YOUR NEXT PERIODIC STATEMENT. SUCH TRANSACTIONS MUST BE CONSIDERED BY YOU WHEN COMPUTING THE VALUE OF YOUR ACCOUNT. THIS IS ESPECIALLY TRUE IF YOU HAVE WRITTEN OPTIONS WHICH HAVE BEEN EXERCISED.

FREE CREDIT BALANCES: ANY FREE CREDIT BALANCE CARRIED FOR YOUR ACCOUNT REPRESENTS FUNDS PAYABLE UPON DEMAND WHICH, ALTHOUGH PROPERLY ACCOUNTED FOR ON PERSHING'S BOOKS OF RECORD, ARE NOT SEGREGATED AND MAY BE USED IN THE CONDUCT OF ITS BUSINESS.

DEBIT BALANCES: INTEREST CHARGED ON DEBIT BALANCES IN YOUR ACCOUNT APPEARS ON THE STATEMENT. THE RATE OF INTEREST AND PERIOD COVERED ARE INDICATED. THE RATE MAY CHANGE FROM TIME TO TIME DUE TO FLUCTUATIONS IN MONEY RATES OR OTHER REASONS. INTEREST IS COMPUTED AS DESCRIBED IN MATERIAL PREVIOUSLY FURNISHED TO YOU. PLEASE CONTACT YOUR FINANCIAL INSTITUTION IF YOU DESIRE ADDITIONAL COPIES.

MARGIN INFORMATION: IF YOU MAINTAIN A MARGIN ACCOUNT, THIS IS A COMBINED STATEMENT OF YOUR GENERAL ACCOUNT AND A SPECIAL MEMORANDUM ACCOUNT MAINTAINED FOR YOU UNDER REGULATION T OF THE BOARD OF GOVERNORS OF THE FEDERAL RESERVE SYSTEM. THE PERMANENT RECORD OF THE SEPARATE ACCOUNT AS REQUIRED BY REGULATION T IS AVAILABLE FOR YOUR INSPECTION UPON REQUEST.

TAX INFORMATION

- AFTER YEAR END, PERSHING IS REQUIRED TO PROVIDE TAX INFORMATION TO THE INTERNAL REVENUE SERVICE AND OTHER GOVERNMENTAL AUTHORITIES. AT THAT TIME PERSHING WILL PROVIDE THAT INFORMATION ON THE ANNUAL TAX INFORMATION STATEMENT TO YOU; USE THAT STATEMENT TO PREPARE YOUR TAX FILINGS. THE TAX STATEMENT ALSO INCLUDES OTHER USEFUL INFORMATION TO ASSIST IN ACCUMULATING THE DATA TO PREPARE YOUR TAX RETURNS.
- DIVIDENDS, INTEREST AND OTHER DISTRIBUTIONS SHOWN ON THIS STATEMENT WERE CLASSIFIED AS TAXABLE OR NONTAXABLE BASED ON CERTAIN INFORMATION KNOWN AS OF THE DISTRIBUTION DATE. THIS CLASSIFICATION IS SUBJECT TO CHANGE AND IS SOLELY INTENDED FOR USE AS GENERAL INFORMATION.
- PERSHING DOES NOT PROVIDE TAX, INVESTMENT OR LEGAL ADVISORY SERVICES AND NO ONE ASSOCIATED WITH PERSHING IS AUTHORIZED TO RENDER SUCH ADVICE. DO NOT RELY UPON ANY SUCH ADVICE, IF GIVEN. INVESTORS ARE ENCOURAGED TO CONSULT THEIR TAX ADVISORS TO DETERMINE THE APPROPRIATE TAX TREATMENT OF THEIR BUSINESS.

GENERAL INFORMATION

- WHENEVER YOU ARE INDEBTED TO PERSHING LLC ("PERSHING") FOR ANY AMOUNT, ALL SECURITIES HELD BY IT FOR YOU IN ANY ACCOUNT IN WHICH YOU HAVE ANY INTEREST SHALL SECURE ALL YOUR LIABILITIES TO PERSHING, AND PERSHING MAY IN ITS DISCRETION AT ANY TIME, WITHOUT TENDER, DEMAND OR NOTICE TO YOU, CLOSE OR REDUCE ANY OR ALL OF YOUR ACCOUNTS BY PUBLIC OR PRIVATE SALE OR PURCHASE OR BOTH OF ALL OR ANY SECURITIES CARRIED IN SUCH ACCOUNTS; ANY BALANCE REMAINING DUE PERSHING TO BE PROMPTLY PAID BY YOU.
- WHENEVER YOU ARE INDEBTED TO PERSHING FOR ANY AMOUNT, ALL SECURITIES CARRIED FOR YOUR ACCOUNT ARE OR MAY BE, WITHOUT FURTHER NOTICE TO YOU, LOANED OR PLEDGED BY PERSHING, EITHER SEPARATELY OR UNDER CIRCUMSTANCES WHICH WILL PERMIT THE COMMINGLING THEREOF,

WITH OTHER SECURITIES FOR ANY AMOUNT LESS THAN, EQUAL TO OR GREATER THAN YOUR LIABILITIES TO PERSHING, BUT NOT UNDER CIRCUMSTANCES FOR AN AMOUNT PROHIBITED BY LAW.

- PERSHING MAY TRADE FOR ITS OWN ACCOUNT AS A MARKET MAKER, SPECIALIST, ODD LOT DEALER, BLOCK POSITIONER, ARBITRAGEUR OR INVESTOR. CONSEQUENTLY, AT THE TIME OF ANY TRANSACTION YOU MAY MAKE, PERSHING MAY HAVE A POSITION IN SUCH SECURITIES, WHICH POSITION MAY BE PARTIALLY OR COMPLETELY HEDGED.
- IF AVERAGE PRICE TRANSACTION IS INDICATED ON THE FRONT OF THIS STATEMENT YOUR FINANCIAL INSTITUTION OR PERSHING MAY HAVE ACTED AS PRINCIPAL, AGENT OR BOTH. DETAILS AVAILABLE UPON REQUEST.
- A FINANCIAL STATEMENT OF PERSHING IS AVAILABLE FOR YOUR PERSONAL INSPECTION AT PERSHING'S OFFICES. A COPY OF IT WILL BE MAILED UPON YOUR WRITTEN REQUEST OR YOU CAN VIEW IT ONLINE AT WWW.PERSHING.COM.
- FOR BUSINESS CONTINUITY AND ADDITIONAL DISCLOSURES: WWW.PERSHING.COM/DISCLOSURES.
- THIS STATEMENT SHOULD BE RETAINED FOR YOUR RECORDS.

PAYMENT FOR ORDER FLOW AND ORDER ROUTING POLICY DISCLOSURES (REGULATION NMS - RULE 607 (A) (1) - (2))

PERSHING SENDS EQUITY AND OPTION ORDERS TO EXCHANGES, OR BROKER-DEALERS AS MARKET MAKERS OR AUTOMATED TRADING SYSTEMS (ATSS). CERTAIN OF THESE VENUES PROVIDE PAYMENTS TO PERSHING OR CHARGE ACCESS FEES TO PERSHING DEPENDING UPON THE CHARACTERISTICS OF THE ORDER AND ANY SUBSEQUENT EXECUTION. THE DETAILS OF THESE PAYMENTS AND FEES ARE AVAILABLE UPON WRITTEN REQUEST. COMPENSATION IS GENERALLY IN THE FORM OF A PER SHARE OR PER OPTION CONTRACT CASH PAYMENT. IN ADDITION, PERSHING ROUTES CERTAIN EQUITY TO ITS AFFILIATE, BNY MELLON CAPITAL MARKETS, LLC, FOR EXECUTION AS PRINCIPAL.

BEST EXECUTION: NOTWITHSTANDING THE PREVIOUS PARAGRAPH REGARDING PAYMENT FOR ORDER FLOW, PERSHING SELECTS CERTAIN MARKET CENTERS TO PROVIDE EXECUTION OF OVER-THE-COUNTER AND EXCHANGE-LISTED SECURITIES TRANSACTIONS WHICH AGREE TO ACCEPT ORDERS, TRANSMITTED ELECTRONICALLY UP TO A SPECIFIED SIZE, AND TO EXECUTE THEM AT OR BETTER THAN THE NATIONAL BEST BID OR OFFER (NBBO). IN CERTAIN SECURITIES THAT ARE NOT ELECTRONICALLY QUOTED, PERSHING DIRECTLY CONTACTS MARKET CENTERS TO OBTAIN AN EXECUTION. THE DESIGNATED MARKET CENTERS TO WHICH ORDERS ARE AUTOMATICALLY ROUTED ARE SELECTED BASED ON THE CONSISTENT HIGH QUALITY OF THEIR EXECUTIONS AND THEIR ABILITY TO PROVIDE OPPORTUNITIES FOR EXECUTIONS AT PRICES SUPERIOR TO THE NBBO. PERSHING ALSO REGULARLY REVIEWS REPORTS FOR QUALITY OF EXECUTION PURPOSES.

IF ANY OF THE ABOVE TERMS AND CONDITIONS ARE UNACCEPTABLE TO YOU, PLEASE NOTIFY PERSHING IMMEDIATELY IN WRITING BY CERTIFIED MAIL TO ONE PERSHING PLAZA, JERSEY CITY, NJ 07399, ATTN: LEGAL DEPT



CLAIMS REGISTER: DECEMBER 2022

1. GENERAL ACCOUNT FUND:

Total from Cash Disbursements \$ 83,671.00

Checks Issued During Month:

| | |
|--|------------|
| ACWA-JPIA (Health Benefits & Ins.-01/23) | 12,809.00 |
| Aqua-Metric Sales, Co. (Field Inventory - Water Meters) | 2,167.38 |
| AT&T (P.S. Phone Bill to 12/01/22) | 246.34 |
| AT&T Mobility (Field & Office Cell Phones, 11/03-12/02) | 330.17 |
| Bay Alarm (Office Fire Alarm Monitoring, 01/01/23-04/01/23) | 228.03 |
| Bay Alarm (Office Security Alarm Monitoring, 01/01/23-04/01/23) | 193.08 |
| Bay Alarm (Service Call for Office Security & New Batteries) | 200.93 |
| Bay Area Air Quality Mgmt. (Permit Renewal for Avalon & Westborough P.S. 01/23-01/24) | 942.00 |
| California Generator Service (Maintenance/Fuel Replacement for Volvo Generator) | 12,373.12 |
| CalPERS (Retirement Contributions-12/15/22) | 5,405.49 |
| CalPERS (Retirement Contributions-12/31/21) | 5,405.49 |
| Petty Cash (Holiday Bonus for District Staff (6 Employees) | 900.00 |
| Chavan & Associates, LLP (Accounting Services 10/22) | 1,500.00 |
| Capital One Trade Credit (Field Supplies at OSH-Millbrae) | 54.68 |
| Collection Bureau of America (Share of Payment on Collection Acct.) | 16.57 |
| Colina Association (Three Parking Spaces Rental, 01/23) | 450.00 |
| Corbin Willits Systems (Software Maintenance, 01/23-03/23) | 2,432.80 |
| Direct Line (Answering Service, 11/15-12/14) | 370.05 |
| EFTPS (Employment Taxes-12/15/22) | 9,680.69 |
| EFTPS (Employment Taxes-12/15/22 - Buyout) | 11,667.86 |
| EFTPS (Employment Taxes-12/31/22) | 9,110.00 |
| EDD (Employment Taxes-12/15/22) | 2,454.97 |
| EDD (Employment Taxes-12/15/22 - Buyout) | 2,815.85 |
| EDD (Employment Taxes-12/31/22) | 2,419.43 |
| Fedak & Brown, LLP (FY 2021-2022 Audit Statements, Progress Pymt #13) | 2,165.00 |
| Hanson Bridgett LLP (Special Legal Services & Monthly Retainer-11/22) | 7,513.50 |
| Home Depot Credit Services (Field Supplies to 12/13/22) | 450.36 |
| JRocket77 Design (2022 Water Faucet Newsletter - Printing, Mailing & Postage & 2023 Sewer Rate Postcards - Printing, Mailing & Postage & Website Services - Admin & Sewer) | 7,143.14 |
| Mairena, Patricia (GM Mairena's Internet Services, 11/27-12/26) | 65.00 |
| MRC (Xerox Copier Maintenance Agreement, 11/19-12/08) | 140.87 |
| Norlab, Inc. (Toilet Dye Strips) | 300.00 |
| North Coast County Water (Bacteria Analyses-11/22) | 700.00 |
| Office Depot (Office Supplies - Year End Forms) | 65.91 |
| PG&E (Summary Bill to 12/19/22) | 22,390.38 |
| Pakpour Consulting Group, Inc. (Engineering Services - 11/22) | 355.69 |
| Selerum (IT Technical Assistance - Adobe Pro Install & Checking Spammed Submissions) | 568.10 |
| Selerum (IT Technical Assistance - Back up Hard Drive) | 225.40 |
| SF Water Dept. (Water Purchases, 11/04-12/05) | 203,870.62 |
| So. SF Scavengers (Garbage Services, 11/22) | 120.83 |

| | |
|---|----------|
| SWRCB (Sewer System - WDR Annual Fee & Annual Permit Fee (07/22 - 06/23)) | 4,247.00 |
| Telstar Instruments, Inc. (Checking Volvo Generator after Fuel Replacement) | 640.00 |
| Tri Counties Bank (Monthly Credit Card Charges Ending 11/30/22) | 1,802.52 |
| WES Bank (Wright Express-Gas Purchases to 12/14/22) | 1,089.79 |
| XIO, Inc. (Cloud-Based Monitoring Cell Access, 01/23-03/23) | 1,287.00 |

SUB-TOTAL \$ 422,986.04

Updated Checks Voided During Month:

| | |
|------|---|
| None | - |
|------|---|

TOTAL CLAIMS REGISTER AMOUNT \$ 422,986.04

Control Date.: 01/09/23 Posting Period...: 01-23 Fiscal Period...: (07-23) Cash Account No...: 13110

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

| Invoice No | Description | Invoice Date | | Actual Fiscal | | G/L Account # | Gross Amount | Discount Amount | Net Amount |
|-----------------------------|--|--------------|--------|---------------|-------|---------------|--------------|-----------------|------------|
| | | Due | Period | Period | Tm | | | | |
| 110122- | DIRECTOR AMUZIE'S INTERNET SERVICE, 11/10-12/09 | 11/01/22 | 01-23 | 11/01/22 | 07-23 | A 59450 | 65.00 | .00 | 65.00 |
| 120122- | DIRECTOR AMUZIE'S INTERNET SERVICE, 12/10-01/19 | 12/01/22 | 01-23 | 12/01/22 | 07-23 | A 59450 | 65.00 | .00 | 65.00 |
| 120822- | ACWA 2022 FALL CONF REMIB. EXPENSES - MILES & MEAL | 12/08/22 | 01-23 | 12/08/22 | 07-23 | A 59450 | 662.50 | .00 | 662.50 |
| ** Vendor's Subtotal -----> | | | | | | | 792.50 | .00 | 792.50 |

VENDOR I.D.: ARA01 (ARAMARK)

| | | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|----------|-------|---------|--------|-----|--------|
| 25167337- | WWD JACKET FOR GENERAL MANAGER | 12/14/22 | 01-23 | 12/14/22 | 07-23 | A 59450 | 134.03 | .00 | 134.03 |
| ** Vendor's Subtotal -----> | | | | | | | 134.03 | .00 | 134.03 |

VENDOR I.D.: ARB01 (ARB INC.)

| | | | | | | | | | |
|-----------------------------|--|----------|-------|----------|-------|---------|-------|-----|-------|
| 010523- | REFUND FOR PORTABLE METER (LESS USAGE) | 01/05/23 | 01-23 | 01/05/23 | 07-23 | A 59450 | 68.45 | .00 | 68.45 |
| ** Vendor's Subtotal -----> | | | | | | | 68.45 | .00 | 68.45 |

VENDOR I.D.: ART01 (ART'S PENINSULA LOCKSMITH)

| | | | | | | | | | |
|-----------------------------|--|----------|-------|----------|-------|---------|-------|-----|-------|
| 445589- | COPIES OF KEYS FOR TRUCK #83 TOOLBOX & MISC KEYS | 12/09/22 | 01-23 | 12/09/22 | 07-23 | A 59450 | 41.20 | .00 | 41.20 |
| ** Vendor's Subtotal -----> | | | | | | | 41.20 | .00 | 41.20 |

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

| | | | | | | | | | |
|-----------------------------|---|----------|-------|----------|-------|---------|-------|-----|-------|
| 122222- | DIRECTOR BAUTISTA'S INTERNET SERVICE, 01/23 | 12/22/22 | 01-23 | 12/22/22 | 07-23 | A 59450 | 65.00 | .00 | 65.00 |
| ** Vendor's Subtotal -----> | | | | | | | 65.00 | .00 | 65.00 |

VENDOR I.D.: BAY01 (B.A.W.S.C.A.)

| | | | | | | | | | |
|-----------------------------|-----------------------------------|----------|-------|----------|-------|---------|--------|-----|--------|
| 8196- | WATER LOSS CONTROL PROGRAM, 11/22 | 12/27/22 | 01-23 | 12/27/22 | 07-23 | A 59450 | 140.00 | .00 | 140.00 |
| ** Vendor's Subtotal -----> | | | | | | | 140.00 | .00 | 140.00 |

VENDOR I.D.: CAS01 (PETTY CASH)

| | | | | | | | | | |
|-----------------------------|------------------------|----------|-------|----------|-------|---------|-------|-----|-------|
| 010923- | MISC. EXPENSES - 12/22 | 01/09/23 | 01-23 | 01/09/23 | 07-23 | A 59450 | 92.80 | .00 | 92.80 |
| ** Vendor's Subtotal -----> | | | | | | | 92.80 | .00 | 92.80 |

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

| | | | | | | | | | |
|-----------------------------|-------------------------------------|----------|-------|----------|-------|---------|-------|-----|-------|
| 121122- | DIRECTOR CHAMBERS' INTERNET SERVICE | 12/11/22 | 01-23 | 12/11/22 | 07-23 | A 59450 | 65.00 | .00 | 65.00 |
| ** Vendor's Subtotal -----> | | | | | | | 65.00 | .00 | 65.00 |

VENDOR I.D.: CHA05 (CHIANG, NISHA TRIVEDI & ALAN)

| | | | | | | | | | |
|-----------------------------|--|----------|-------|----------|-------|---------|--------|-----|--------|
| 010623- | ONE WWD WASHING MACHINE REBATE FOR ACCT NO CHA0332 | 01/06/23 | 01-23 | 01/06/23 | 07-23 | A 59450 | 100.00 | .00 | 100.00 |
| ** Vendor's Subtotal -----> | | | | | | | 100.00 | .00 | 100.00 |

VENDOR I.D.: CMR01 (UNITED STATE POSTAL SERV.)

| Invoice No | Description | Invoice | Actual | Tm | G/L Account # | Gross Amount | Discount Amount | Net Amount |
|-----------------------------|----------------------|----------|--------|----|---------------|--------------|-----------------|------------|
| | | Date | Period | | | | | |
| 123122- | POSTAGE METER REFILL | 12/31/22 | 01-23 | A | 59450 | 500.00 | .00 | 500.00 |
| | | 12/31/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 500.00 | .00 | 500.00 |

VENDOR I.D.: DAL02 (DALY CITY, CITY OP)

| | | | | | | | | |
|-----------------------------|--|----------|-------|---|-------|--------|-----|--------|
| 120222- | 2450 OLYMPIC DR, SSF. - SEWER LATERAL PERMIT | 12/02/22 | 01-23 | A | 59450 | 100.00 | .00 | 100.00 |
| | | 12/02/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 100.00 | .00 | 100.00 |

VENDOR I.D.: LEE18 (LEE, POH C)

| | | | | | | | | |
|-----------------------------|--|----------|-------|---|-------|--------|-----|--------|
| 122922- | ONE WWD WASHING MACHINE REBATE FOR ACCT NO LEE0318 | 12/29/22 | 01-23 | A | 59450 | 100.00 | .00 | 100.00 |
| | | 12/29/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 100.00 | .00 | 100.00 |

VENDOR I.D.: LIF01 (LIPTOFF DIGITAL, LLC)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|-------|-----|-------|
| 33611- | WEB REPORTING & HOSTING, 01/23 | 01/01/23 | 01-23 | A | 59450 | 75.00 | .00 | 75.00 |
| | | 01/01/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 75.00 | .00 | 75.00 |

VENDOR I.D.: MAN01 (MAN, JENNIFER)

| | | | | | | | | |
|-----------------------------|--|----------|-------|---|-------|--------|-----|--------|
| 010523- | ONE WWD WASHING MACHINE REBATE FOR ACCT NO MAN0108 | 01/05/23 | 01-23 | A | 59450 | 100.00 | .00 | 100.00 |
| | | 01/05/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 100.00 | .00 | 100.00 |

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

| | | | | | | | | |
|-----------------------------|---|----------|-------|---|-------|-------|-----|-------|
| 120122- | DIRECTOR MEDINA'S INTERNET SERVICE, 12/10-01/09 | 12/01/22 | 01-23 | A | 59450 | 65.00 | .00 | 65.00 |
| | | 12/01/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 65.00 | .00 | 65.00 |

VENDOR I.D.: OFF01 (OFFICE DEPOT)

| | | | | | | | | |
|-----------------------------|-----------------------------|----------|-------|---|-------|-------|-----|-------|
| 281273228- | OFFICE & BREAKROOM SUPPLIES | 12/19/22 | 01-23 | A | 59450 | 5.21 | .00 | 5.21 |
| | | 12/19/22 | 07-23 | | | | | |
| 282934110- | OFFICE SUPPLIES | 12/22/22 | 01-23 | A | 59450 | 32.73 | .00 | 32.73 |
| | | 12/22/22 | 07-23 | | | | | |
| 284659397- | BREAKROOM SUPPLIES | 12/22/22 | 01-23 | A | 59450 | 39.05 | .00 | 39.05 |
| | | 12/22/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 76.99 | .00 | 76.99 |

VENDOR I.D.: ORE01 (O'REILLY AUTO PARTS)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|-------|-----|-------|
| 313741704- | WIPERS BLADES FOR FIELD TRUCKS | 12/29/22 | 01-23 | A | 59450 | 89.61 | .00 | 89.61 |
| | | 12/29/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 89.61 | .00 | 89.61 |

VENDOR I.D.: REI01 (REID JR, MACK)

| | | | | | | | | |
|-----------------------------|--|----------|-------|---|-------|--------|-----|--------|
| 120522- | ONE WWD WASHING MACHINE REBATE FOR ACCT NO REI0001 | 12/05/22 | 01-23 | A | 59450 | 100.00 | .00 | 100.00 |
| | | 12/05/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 100.00 | .00 | 100.00 |

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

| Invoice No | Description | Invoice Date | Actual Period | G/L | Account # | Gross Amount | Discount Amount | Net Amount |
|-----------------------------|--|--------------|---------------|-----|-----------|--------------|-----------------|------------|
| 113022- | DIRECTOR RICHARDS' INTERNET SERVICE, 12/22 | 11/30/22 | 01-23 | A | 59450 | 65.00 | .00 | 65.00 |
| | | 11/30/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 65.00 | .00 | 65.00 |

VENDOR I.D.: STA01 (STAPLES CREDIT PLAN)

| | | | | | | | | |
|-----------------------------|--------------------------|----------|-------|---|-------|--------|-----|--------|
| 12635- | SEWER SUPPLIES/DOCUMENTS | 11/29/22 | 01-23 | A | 59450 | 216.60 | .00 | 216.60 |
| | | 11/29/22 | 07-23 | | | | | |
| 319374703- | OFFICE SUPPLIES | 12/16/22 | 01-23 | A | 59450 | 42.83 | .00 | 42.83 |
| | | 12/16/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 259.43 | .00 | 259.43 |

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

| | | | | | | | | |
|-----------------------------|----------------------------------|----------|-------|---|-------|---------|-----|---------|
| 123122- | BILLING - BULK MAIL, PERMIT #419 | 12/31/22 | 01-23 | A | 59450 | 3000.00 | .00 | 3000.00 |
| | | 12/31/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 3000.00 | .00 | 3000.00 |

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

| | | | | | | | | |
|-----------------------------|--------------------------|----------|-------|---|-------|----------|-----|----------|
| 123122- | PAYROLL TRANSFER - 12/22 | 12/31/22 | 01-23 | A | 59450 | 76193.10 | .00 | 76193.10 |
| | | 12/31/22 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 76193.10 | .00 | 76193.10 |

VENDOR I.D.: \C023 (TOM CHENG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR CHE0267 | 01/03/23 | 01-23 | Z | 59450 | 102.26 | .00 | 102.26 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 102.26 | .00 | 102.26 |

VENDOR I.D.: \C042 (ELLEN CHUANG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR CHU0135 | 01/03/23 | 01-23 | Z | 59450 | 109.89 | .00 | 109.89 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 109.89 | .00 | 109.89 |

VENDOR I.D.: \D003 (SHIQI DONG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR DON0019 | 01/03/23 | 01-23 | Z | 59450 | 79.97 | .00 | 79.97 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 79.97 | .00 | 79.97 |

VENDOR I.D.: \F008 (BENJAMIN AND HILLARY KONG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR FON0053 | 01/03/23 | 01-23 | Z | 59450 | 108.64 | .00 | 108.64 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 108.64 | .00 | 108.64 |

VENDOR I.D.: \G001 (M. GREGORY)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR GRE0026 | 01/03/23 | 01-23 | Z | 59450 | 90.75 | .00 | 90.75 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 90.75 | .00 | 90.75 |

VENDOR I.D.: \H034 (HILDEBRAND REAL ESTATE GROUP)

| Invoice No | Description | Invoice | Actual | G/L | Account # | Gross | Discount | Net |
|-----------------------------|--------------------------------|----------------------|----------------|-----|-----------|--------|----------|--------|
| | | Due Date | Fiscal Period | | | | | |
| 000C21201- | MQ CUSTOMER REFUND FOR HIL0020 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 124.17 | .00 | 124.17 |
| ** Vendor's Subtotal -----> | | | | | | 124.17 | .00 | 124.17 |

VENDOR I.D.: \L060 (RICKY LEE)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR LEE0330 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 106.22 | .00 | 106.22 |
| ** Vendor's Subtotal -----> | | | | | | 106.22 | .00 | 106.22 |

VENDOR I.D.: \L061 (KIM FENG LEUNG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR LEU0024 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 109.15 | .00 | 109.15 |
| ** Vendor's Subtotal -----> | | | | | | 109.15 | .00 | 109.15 |

VENDOR I.D.: \M009 (BONNIE LOUISA BALL MENDOZA)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR MEN0061 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 10.00 | .00 | 10.00 |
| ** Vendor's Subtotal -----> | | | | | | 10.00 | .00 | 10.00 |

VENDOR I.D.: \N002 (MAHA NABER)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR NAB0001 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 105.54 | .00 | 105.54 |
| ** Vendor's Subtotal -----> | | | | | | 105.54 | .00 | 105.54 |

VENDOR I.D.: \R003 (ANDRES RASCON)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR RAS0002 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 53.27 | .00 | 53.27 |
| ** Vendor's Subtotal -----> | | | | | | 53.27 | .00 | 53.27 |

VENDOR I.D.: \S011 (IMANTS M. SVANS)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR SVA0002 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 44.92 | .00 | 44.92 |
| ** Vendor's Subtotal -----> | | | | | | 44.92 | .00 | 44.92 |

VENDOR I.D.: \V005 (FRANK VERNUSKY)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR VER0030 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 117.22 | .00 | 117.22 |
| ** Vendor's Subtotal -----> | | | | | | 117.22 | .00 | 117.22 |

VENDOR I.D.: \W004 (KAM WONG)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------------------|----------------|---|-------|--------|-----|--------|
| 000C21201- | MQ CUSTOMER REFUND FOR WON0254 | 01/03/23 01/03/23 | 01-23 07-23 | Z | 59450 | 112.09 | .00 | 112.09 |
| ** Vendor's Subtotal -----> | | | | | | 112.09 | .00 | 112.09 |

VENDOR I.D.: \Y017 (HENRY YIN)

VENDOR I.D.: \Y017 (HENRY YIN)

| Invoice No | Description | Invoice Date | Actual Period | G/L Tm | Account # | Gross Amount | Discount Amount | Net Amount |
|-----------------------------|--------------------------------|--------------|---------------|--------|-----------|--------------|-----------------|------------|
| | | Due Date | Fiscal | | | | | |
| 000C21201- | MQ CUSTOMER REFUND FOR YIN0003 | 01/03/23 | 01-23 | Z | 59450 | 87.45 | .00 | 87.45 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 87.45 | .00 | 87.45 |

VENDOR I.D.: \Y018 (CHRISTINE YUEN)

| | | | | | | | | |
|-----------------------------|--------------------------------|----------|-------|---|-------|-------|-----|-------|
| 000C21201- | MQ CUSTOMER REFUND FOR YUE0013 | 01/03/23 | 01-23 | Z | 59450 | 86.35 | .00 | 86.35 |
| | | 01/03/23 | 07-23 | | | | | |
| ** Vendor's Subtotal -----> | | | | | | 86.35 | .00 | 86.35 |

** Report's Total -----> 83671.00 .00 83671.00
 =====

** Total Vendors On This Report -----> 38
 =====

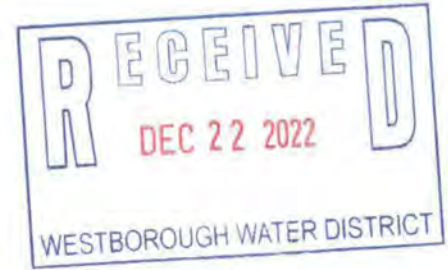
** Total Vendors Needing Checks -----> 38
 =====

Code Title

 A IMMEDIATE



YOUR BEST PROTECTION



December 20, 2022

ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

www.acwajpia.com

President

E.G. "Jerry" Gladbach

Vice President

Melody A. McDonald

Chief Executive Officer

Walter "Andy" Sells

Executive Committee

Fred Bockmiller

David Drake

E.G. "Jerry" Gladbach

Cathy Green

Brent Hastey

Chris Kapheim

Melody A. McDonald

Randall Reed

J. Bruce Rupp

Patricia Mairena
Westborough Water District
P.O. Box 2747
So. San Francisco, CA 94083-2747

Re: Member - Westborough Water District
Claimant - City of So. San Francisco
D/Loss - 09/09/2021
Claim No. - 22-0289

Dear Patricia:

Enclosed is a check for \$51,285.88 made payable to the District. This check represents reimbursement for the agreed road repair cost due to the above referenced loss.

This concludes the handling of this claim.

Sincerely,

Cece Wuchter
Lead Sr. Claims Adjuster
cwuchter@acwajpia.com

Enclosure

Core Values

- People
- Service
- Integrity
- Innovation

ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY
P.O. Box 619082, Roseville, CA 95661-9082

CALIFORNIA BANK & TRUST
SACRAMENTO MAIN OFFICE
1331 BROADWAY
SACRAMENTO, CA 95818

CHECK NO. 242388

11-204
1210

DATE
12/20/2022

AMOUNT
\$*****51,285.88

PAY Fifty One Thousand Two Hundred Eighty Five Dollars And 88/100

TO THE ORDER OF Westborough Water District
P.O. Box 2747
So. San Francisco, CA 94083-2747



AUTHORIZED SIGNATURES
Void after Six Months

DO NOT CASH IF "ORIGINAL DOCUMENT" DOES NOT APPEAR ON BACK

⑈ 242388 ⑈ ⑆ 121002042⑆ 1030012261⑈

Payee: Westborough Water District
Injury Date: 09/09/2021
Company Name: ASSOCIATION OF
Member: Westborough Water
Claim Number: 22-0289
Claimant Name: City of So. San Francisco
For: Reimbursement for road repair

Examiner: CWUCHTER

From:

Through:

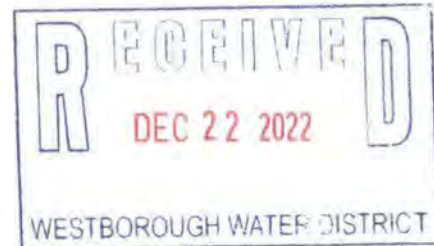
IRS/SSN:
Check Number: 242388
Check Total: 51,285.88
Check Date: 12/20/2022
Invoice:
Description: Liability - Property

Document Number:
Received Date:
Reviewed Date:

Bill Type:
Primary ICD-9:
PPO Name:

Pharmacy Number:

DRG Code:



Westborough Water District
P.O. Box 2747
So. San Francisco, CA 94083-2747

**LIST OF WESTBOROUGH WATER DISTRICT
BOARD COMMITTEES
January 2023**

CAPITAL IMPROVEMENT COMMITTEE

Janet Medina and Don Amuzie

BUDGET COMMITTEE

Perry Bautista and Tom Chambers

INVESTMENT COMMITTEE

Perry Bautista and Tom Chambers

PUBLIC RELATIONS COMMITTEE

Janet Medina and Don Amuzie

SPECIAL DISTRICT MEETING

Julie Richards and Tom Chambers

PERSONNEL COMMITTEE

Perry Bautista and Julie Richards

**BAWSCA and REGIONAL WATER SYSTEM FINANCING AUTHORITY
REPRESENTATIVE**

Tom Chambers

ACWA/JPIA REPRESENTATIVE

Janet Medina

2023 SPRING CONFERENCE & EXHIBITION

MARK YOUR CALENDAR

May 9 - May 11
Monterey, CA

[HOME](#) / [EVENTS](#) / [CONFERENCES](#) / 2023 SPRING CONFERENCE & EXHIBITION

ACWA conferences are the premier destination for water industry professionals to learn and connect. Program offerings include Statewide Issue Forums, Town Hall discussions, Region Programs and sessions covering a wide range of topics including groundwater management, water rates issues, crisis communications, affordable drinking water issues, municipal finance, and more.

Specific details about this conference will be made available in the future. Please check back for updates.

Water Purchases Comparison 2021-2022 to 2022-2023

| FY 2021-2022 | | | | FY 2022-2023 | | | | Comparison | |
|-----------------------------------|---------------|--------------------|-------------|-----------------------------------|---------------|--------------------|-------------|------------------------|-----------------|
| Period | HCF Purchased | No. of Days Billed | HCF per Day | Period | HCF Purchased | No. of Days Billed | HCF per Day | HCF Per Day Diff. (Mo) | GPCPD Diff. YTD |
| 06/04/21 to 07/06/21 | 34561 | 33 | 1047.30 | 06/03/22 to 07/05/22 | 29495 | 33 | 893.79 | -153.52 | -8.515 |
| 07/07/21 to 08/04/21 | 27813 | 29 | 959.07 | 07/06/22 to 08/03/22 ⁵ | 32533 | 29 | 1121.81 | 162.74 | -0.310 |
| 08/07/21 to 09/04/21 | 33492 | 30 | 1116.40 | 08/04/22 to 09/06/22 | 28439 | 34 | 836.46 | -279.94 | -3.119 |
| 09/05/21 to 10/06/21 ² | 29279 | 32 | 914.97 | 09/07/22 to 10/05/22 | 32245 | 29 | 1111.88 | 196.91 | -1.080 |
| 10/05/21 to 11/02/21 | 29802 | 29 | 1027.66 | 10/06/22 to 11/03/22 ⁶ | 31934 | 29 | 1101.18 | 73.53 | -0.108 |
| 11/04/21 to 12/06/21 ³ | 27129 | 33 | 822.09 | 11/04/22 to 12/05/22 ⁷ | 28448 | 32 | 888.99 | 66.90 | 0.303 |
| 12/07/21 to 01/05/22 ⁴ | 18297 | 30 | 609.90 | 12/06/22 to 01/05/23 | 21732 | 31 | 701.04 | 91.14 | 1.138 |
| 01/06/22 to 02/03/22 | 23881 | 29 | 823.48 | | | | | | |
| 02/04/22 to 03/04/22 | 25242 | 29 | 870.41 | | | | | | |
| 03/05/22 to 04/05/22 | 29452 | 32 | 920.38 | | | | | | |
| 04/06/22 to 05/04/22 | 28053 | 29 | 967.34 | | | | | | |
| 05/05/22 to 06/02/22 | 25196 | 29 | 868.83 | | | | | | |

| | | | | | | | |
|------------------------|---------------|------------|---------------|------------------------|------------------|------------|---------------|
| Total Purchases | 332197 | 364 | 912.63 | Total Purchases | 204825.85 | 217 | 943.90 |
|------------------------|---------------|------------|---------------|------------------------|------------------|------------|---------------|

² Includes Intertie Deliveries from NCCWD = 12,498 from 09/09/21 - 09/22/21

³ Includes Intertie Deliveries from NCCWD = 4,181 from 12/02/21 - 12/06/21

⁴ Includes Intertie Deliveries from NCCWD = 9,362 from 12/07/21 - 12/21/21

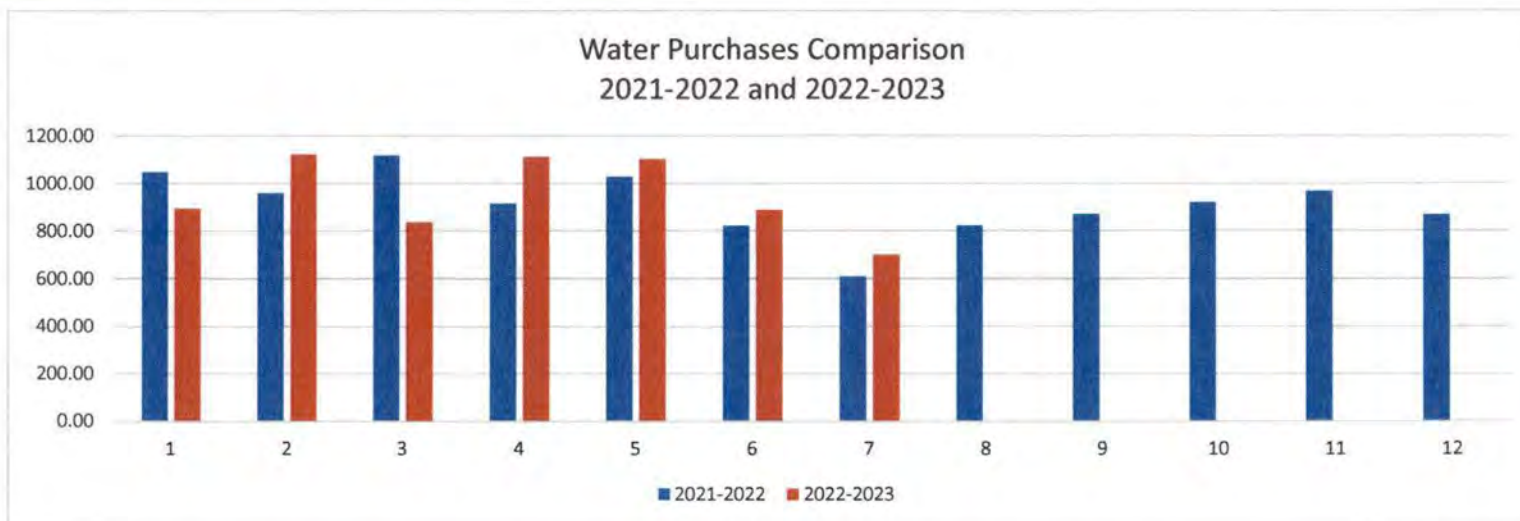
⁵ Skyline Tank No. 3 was placed back in service after exterior recoating

⁶ Includes Intertie Deliveries to NCCWD = unknown, starting 11/02/22

⁷ Deducted Intertie Deliveries to NCCWD = 11,916 from 11/02/22 - 11/09/22

| | |
|-------------|-------|
| GPCPD YTD | 52.35 |
| GPCPD 21/22 | 50.62 |
| GPCPD 19/20 | 59.11 |
| GPCPD 20/21 | 58.30 |

11.A.1



Water Purchases Comparison 2020-2021 to 2022-2023

| FY 2020-2021 | | | | FY 2021-2022 | | | | Comparison | |
|----------------------|---------------|--------------------|-------------|-----------------------------------|---------------|--------------------|-------------|------------------------|-----------------|
| Period | HCF Purchased | No. of Days Billed | HCF per Day | Period | HCF Purchased | No. of Days Billed | HCF per Day | HCF Per Day Diff. (Mo) | GPCPD Diff. YTD |
| 06/05/20 to 07/07/20 | 43157 | 33 | 1307.79 | 06/03/22 to 07/05/22 | 29495 | 33 | 893.79 | -414.00 | -22.962 |
| 07/08/20 to 08/06/20 | 34995 | 30 | 1166.50 | 07/06/22 to 08/03/22 | 32533 | 29 | 1121.81 | -44.69 | -14.425 |
| 08/07/20 to 09/04/20 | 37162 | 29 | 1281.45 | 08/04/22 to 09/06/22 | 28439 | 34 | 836.46 | -444.99 | -14.356 |
| 09/05/20 to 10/06/20 | 39480 | 32 | 1233.75 | 09/07/22 to 10/05/22 | 32245 | 29 | 1111.88 | -121.87 | -14.236 |
| 10/05/20 to 11/02/20 | 26876 | 27 | 995.41 | 10/06/22 to 11/03/22 ⁶ | 31934 | 29 | 1101.18 | 105.78 | -9.733 |
| 11/03/20 to 12/04/20 | 34525 | 32 | 1078.91 | 11/04/22 to 12/05/22 ⁷ | 28448 | 32 | 888.99 | -189.91 | -9.871 |
| 12/05/20 to 01/04/21 | 26748 | 31 | 862.84 | 12/06/22 to 01/05/23 | 21732 | 31 | 701.04 | -161.80 | -9.743 |
| 01/05/21 to 02/01/21 | 25531 | 28 | 911.82 | | 0 | 0 | | | |
| 02/02/21 to 03/04/21 | 25095 | 31 | 809.52 | | 0 | 0 | | | |
| 03/05/21 to 04/05/21 | 30684 | 32 | 958.88 | | 0 | 0 | | | |
| 04/06/21 to 05/05/21 | 27430 | 30 | 914.33 | | 0 | 0 | | | |
| 05/06/21 to 06/03/21 | 30907 | 29 | 1065.76 | | 0 | 0 | | | |

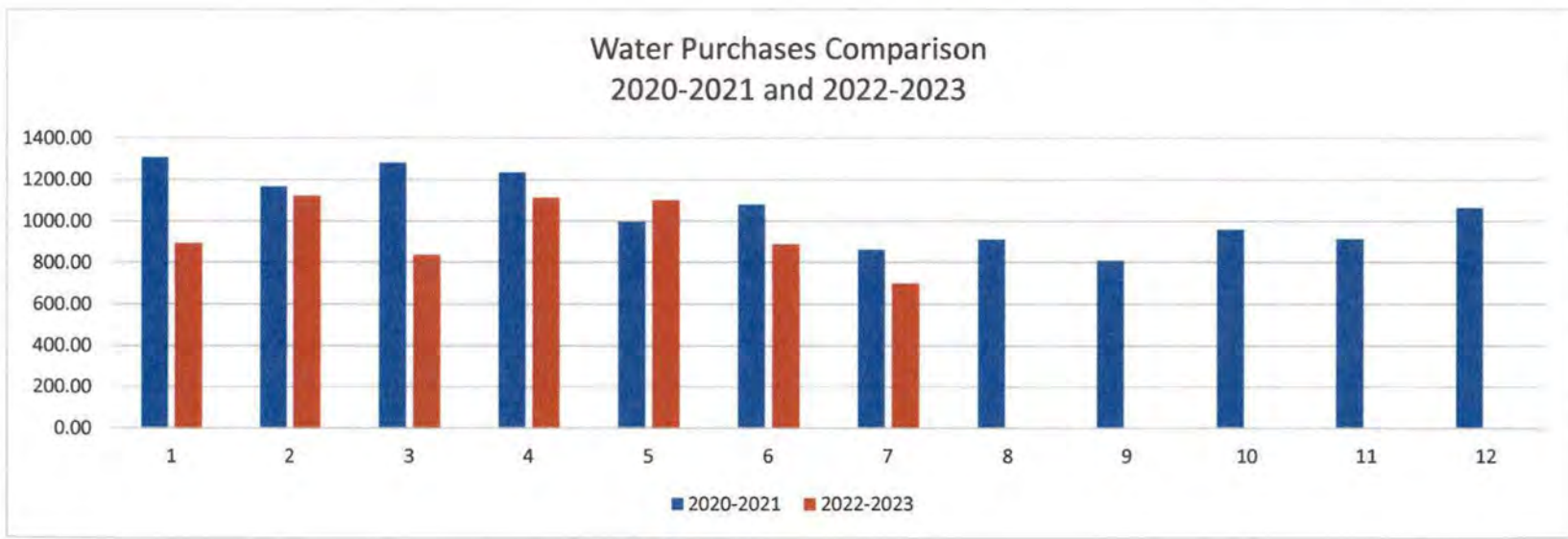
Total Purchases 382590 364 1051.07 Total Purchases 204825.85 217 943.90

⁶ Includes Intertie Deliveries to NCCWD = unknown, starting 11/02/22

⁷ Deducted Intertie Deliveries to NCCWD = 11,916 from 11/02/22 - 11/09/22

| | |
|-------------|-------|
| GPCPD YTD | 52.35 |
| GPCPD 20/21 | 58.30 |
| GPCPD 19/20 | 59.11 |
| GPCPD 21/22 | 50.62 |

11.A.2



Water Purchases Comparison 2019-2020 to 2022-2023

| FY 2019-2020 | | | | FY 2022-2023 | | | | Comparison | |
|-----------------------------------|---------------|--------------------|----------------|-----------------------------------|------------------|--------------------|---------------|------------------------|-----------------|
| Period | HCF Purchased | No. of Days Billed | HCF per Day | Period | HCF Purchased | No. of Days Billed | HCF per Day | HCF Per Day Diff. (Mo) | GPCPD Diff. YTD |
| 06/06/19 to 07/05/19 | 29517 | 30 | 983.90 | 06/03/22 to 07/05/22 | 29495 | 33 | 893.79 | -90.11 | -0.037 |
| 07/06/19 to 08/06/19 | 31804 | 32 | 993.88 | 07/06/22 to 08/03/22 | 32533 | 29 | 1121.81 | 127.94 | 0.632 |
| 08/07/19 to 09/05/19 | 34491 | 30 | 1149.70 | 08/04/22 to 09/06/22 | 28439 | 34 | 836.46 | -313.24 | -3.088 |
| 09/06/19 to 10/04/19 | 31666 | 29 | 1091.93 | 09/07/22 to 10/05/22 | 32245 | 29 | 1111.88 | 19.95 | -2.115 |
| 10/05/19 to 11/01/19 | 36225 | 28 | 1293.75 | 10/06/22 to 11/03/22 ⁶ | 31934 | 29 | 1101.18 | -192.57 | -3.262 |
| 11/02/19 to 12/04/19 ¹ | 33179 | 33 | 1005.42 | 11/04/22 to 12/05/22 ⁷ | 28448 | 32 | 888.99 | -116.43 | -4.112 |
| 12/05/19 to 01/07/20 | 40049 | 34 | 1177.91 | 12/06/22 to 01/05/23 | 21732 | 31 | 701.04 | -476.87 | -8.206 |
| 01/08/20 to 02/05/20 | 29274 | 29 | 1009.45 | | 0 | 0 | | | |
| 02/06/20 to 03/05/20 | 24668 | 29 | 850.62 | | 0 | 0 | | | |
| 03/06/20 to 04/06/20 | 32700 | 32 | 1021.88 | | 0 | 0 | | | |
| 04/07/20 to 05/05/20 | 31088 | 29 | 1072.00 | | 0 | 0 | | | |
| 05/06/20 to 06/04/20 | 34315 | 30 | 1143.83 | | 0 | 0 | | | |
| Total Purchases | 388976 | 365 | 1065.69 | Total Purchases | 204825.85 | 217 | 943.90 | | |

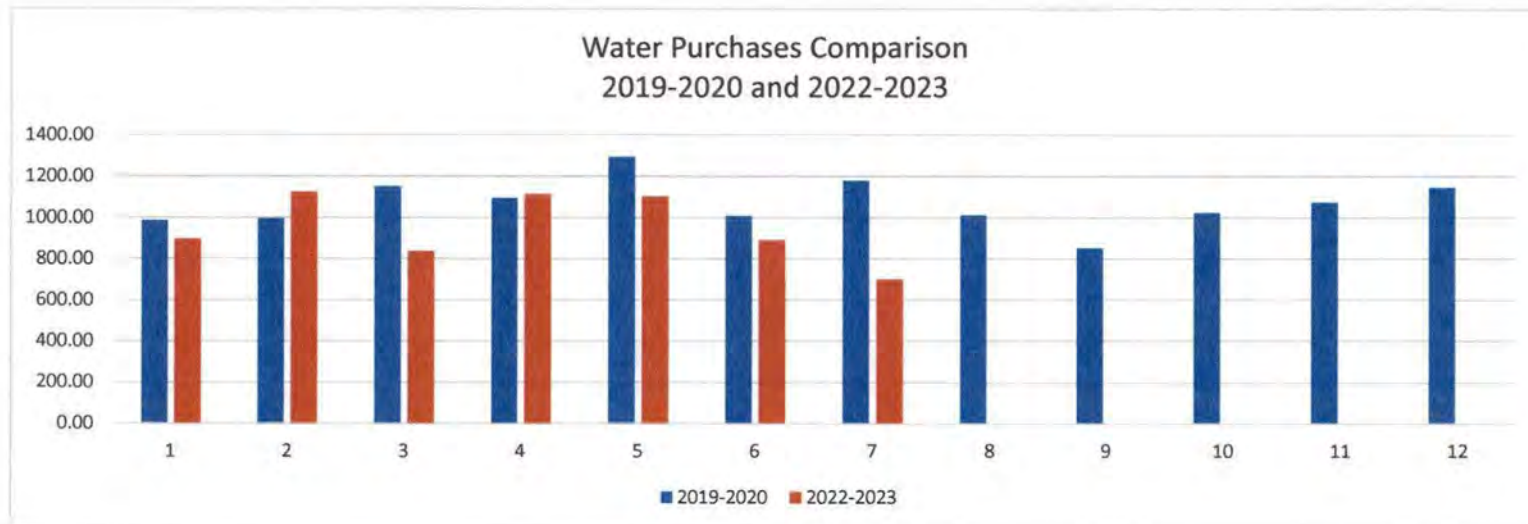
¹ Deducted Intertie Deliveries to NCCWD = 37,379 from 11/04/19 - 11/18/19

⁶ Includes Intertie Deliveries to NCCWD = unknown, starting 11/02/22

⁷ Deducted Intertie Deliveries to NCCWD = 11,916 from 11/02/22 - 11/09/22

| | |
|--------------------|--------------|
| GPCPD YTD | 52.35 |
| GPCPD 19/20 | 59.11 |
| GPCPD 20/21 | 58.30 |
| GPCPD 21/22 | 50.62 |

11.A.3



**Notes from JPIA/ACWA 2022 Fall Conference November 28th thru
December 1st in Indian Wells, California**

JPIA Board of Directors Meeting November 28th

Meeting started with the approval of Board of Directors meeting followed by a Board Resolution honoring John Gladbach late board president who passed in July after 20 years of service.

Then ratified new member agencies:

Merced Irrigation Urban GSA and South Valley Water Resources Authority

Also reviewed and passed the proposed revision on the JPA bylaws.

Dave Eggerton JPIA Executive Director gave kudos to JPIA and stressed the following as key issues:

- Inclusion on the organization
- IT side improvements
- WindCA.com
- Climate change
- Social media and Digital ad impacts
- Looking for ways to be connected
- Infrastructure money being moved around
- Alternative funding sources
- Water rights and modernization

Investment Policy David de Bernadi, Director of Finance

David reviewed the objectives of the Investment Policy to:

- Safeguard the principal of the funds under its control by maintaining an appropriate risk level
- Meet the liquidity needs of the Authority
- Achieve optimum rate of return (not required for current operating needs), commensurate with an appropriate risk level

Pooled Program Update by Adrienne Beatty, Assistant Executive Director

1. Liability Program with 345 members, renews October 1 each year, 10% increase the first in 15 years
2. Property Program with 287 members, very hard market 15 – 20% increase for the foreseeable future
3. Workers Compensation Program 204 members renews July 1 each year very stable but legislative changes present challenges for future renewals
4. Employee Benefits Program with renews January 1 each year about 267 members added Progny, Hinge Health and Carum Health enhancements to self-funded PPO.

California Water Insurance Fund (CWIF) by Walter “Andy” Sells, CEO

Per Andy CWIF is functioning well and exists for the sole purpose of advancing and supporting the insurance and risk management needs of JPIA/ACWA

- \$24.9 million drop in unrealized loss
- The Board approved the Dividend Declaration of \$3.8 million for fiscal year ended September 30
- Realized rate of return since inception is about 3.8% vs. a rate of return on the JPIA fixed income portfolio approximately 1.2%

Human Resources Update by Sarah Crawford, Training Manager

The components per Sarah are Branding, Recruitment, Succession Planning and Mental Health and key points

- Approved successor planning
- Revamped hiring process
- Added benefits for volunteer time
- Crafted and posted Diversity, Equity & Inclusion (DEI) statement
- Support for districts with human resource assistance and training

JPIA President Melody McDonald Update

Per Melody the state of JPIA is strong and key points as follows:

- Goodbye to Sylvia Robinson JPIA staff member after 40 years
- Elections in May at Monterey for 2 reps North and 2 South among others
- Tribute to the late president "Jerry" Gladbach
- Thanks to sponsors, Board, and staff
- Face of water is changing

JPIA November 29

Corporate Water Stewardship by Eddy Crown of Google

According to the key for water conservation is replenish used water and identified three areas of activity namely:

- Centralized
- Decentralized
- Distributed

ACWA November 29

Opening Breakfast by Pam Tobin, ACWA President

Pam started by welcoming attendees and invited everyone to upcoming Women in Water reception. Following are key points:

- Recognized past presidents and new members
- Conference programs, apps, and exhibits
- Acknowledged sponsors and vendors
- Introduced the new nonprofit ACWA Foundation to Advance Workforce Leadership and Outreach Handbook
- Tribute to late President Jerry Gladbach
- Several awards

Keynote Speaker Dave Eggerton, JPIA Executive Director

Introduced the new ACWA Foundation and reiterated Quench.CA program now in place

Keynote Speaker Ambassador Marco Seramonta Israel Consul General to the Pacific Northwest

Following are key points

- Climate change in Israel like the one in California
- Water supplies a national security issue in Israel
- Israel is an arid country challenged by water supply
- Innovative solutions emphasis on low water consumption
- Israel is world leader in wastewater usage especially in Agriculture
- 2014 MOU with California on water issues/strategies
- Symbiotic arrangements with neighboring country Jordan on water supply

ACWA Water Quality Committee Meeting

Safe drinking water act resulting in water quality improvements and identified 30 unregulated contaminants. California leading the way in tackling potentials for microplastics contamination.

ACWA Safe Drinking Water Subcommittee Meeting Hexavalent Chromium (Cr-6) Workshop Report by Sean Bigley, City of Roseville Assistant Environmental Utilities Director

State Activity

- Office of Health Assessment (OEHHA) Cr Public Health Goal (PHG) Review
- State Water Board Draft Program Environmental Impact Report (EIR) for Cr-6 MCL
- External Scientific Peer Review of Cr-6 MCL Best Available Technologies
- Draft Cr-6 MCL

Federal Activity

EPA released its Integrated Risk Information (IRIS) Technological Review of Cr-6 on 10/20/22 for a 60-day public comment ending 12/19/22

ACWA November 30

Excellence in Communications Case Studies

Melissa Williams, MID's Public Relation Officer/Moderator introduced presenters as follows:

Crestel Tufenkjian, External Affairs Director Kings River Conservation District who presented the district's campaign for free bottled water delivery program for customers with contaminated well water.

Mike McNutt, Public Affairs and Communications Manager for Las Virgenes Municipal Water District who talked about their "Emergency Messaging Campaign" that used intense conservation requirements like flow restrictors. Campaign received lots of media attention due to large celebrity customers.

Kimberly Wall, Rancho Water District Public Information Officer who discussed campaign to educate customers (mainly Ag) on their water supply a series of "Journey of Water Video" series.

Brandon McMillan, TID's Communications Specialist reviewed the district's podcast to promote district offerings to their irrigation and ¼ million customers.

Matt Keller, Valley Water District's Media and Public Relations Supervisor recalled a challenge to their water supply in June 2021 from main reservoir out of service and how Valley with 2 million customers engaged in Purified Water and Conservation campaign. They set a goal of 15% reduction using celebrities and local professional sports teams like the 49ers to support their efforts.

Kings River Conservation District won the award presented earlier

Region 5 Membership Meeting

Cathy Green, ACWA VP addressed the group with the following updates:

- ACWA Foundation approved this fall
- Attracting young leaders because of attrition
- Water Leadership Award
- Climate change policy approved calling for flexible solutions
- QuenchCA.com awareness

The following are the committees:

- Ag
- Business Development
- Energy, AB 205 and 209 renewables
- Federal Affairs, Tax exempt water conservation and PFA Liability exemption
- Finance
- Groundwater, Land use
- Legal affairs, Prop 218
- Local Government
- Membership
- Outreach promoted [QuenchCA.com](https://www.QuenchCA.com) and [Saveourwater.com](https://www.Saveourwater.com)

- State Legislation
- Water Management
- Water Quality

ACWA December 1

Water Industry Trends - Achieving CA Ambitious Climate Goals through Water and Energy Reliability

Jennifer Haddow, Principal Rincon Consultants, Inc facilitated the discussion

Four Panelists were as follows:

John Andrew of CA Department Water Resources (DWR) talked about DWR's response to climate change which are CHG Reduction, Analytical Guidance, Vulnerability Assessment and Adaptation.

Liz Crosson of Metropolitan Water District of Southern California discussed their Sustainability Resiliency and Innovation (SRI) program to address carbon neutrality by 2045, reduce greenhouse emissions, increase resiliency and energy independence and support CA CHG reduction goals

Heather Dyer of San Bernadino Valley Municipal Water District reviewed their strategy to achieve climate resilience through prioritized adaptation (CARP) and mitigation and diverse, equitable resilient water supply.

Helen Campbell of the Governor's Office of Planning and Research (OPR) spoke about their future studies on research and planning needs and providing guidance to city agencies and local governments

General Luncheon by Cathy Green, ACWA assistant President

Cathy presented several awards, thanked past presidents, sponsors, paid tributes to late presidents and acknowledged retired members. She also spoke about a new ACWA mentorship program designed to acquaint new members with ACWA. She also informed the audience of 15 continuing education programs.

Closing Keynote George Whitesides, Chairman Megafire Action

Mr. Whitesides invoked his past experience working for NASA under the Obama administration and current engagement with wildfires to encourage ACWA members to shepherd our natural resources water in this case using innovation.