

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

Thursday, August 14, 2025

7:30 p.m.

**Westborough Water District Office**  
**2263 Westborough Boulevard, South San Francisco**

**1. ROLL CALL:**

**2. PLEDGE OF ALLEGIANCE:**

**3. CONSENT CALENDAR:**

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

A. Approval of Minutes:

1. Regular Meeting of July 10, 2025.

2. Special Meeting of July 24, 2025.

B. Accountant's Report for Period Ending June 30, 2025.

C. Investment Report for Period Ending July 31, 2025.

D. Claims Register for July 31, 2025.

**4. PUBLIC COMMENT:**

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

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

**6. BUSINESS (NEW):**

- A. Review/Approve Contract for the Cellular Dialer Upgrades to Replace the Existing AT&T Hard Lines for the Westborough, Rowntree, and Avalon Lift Stations.
- B. Review/Approve Contract Amendment for Westborough Lift Station Project - Add Ons per Quote ID: 9eb61451, Dated July 9, 2025.
- C. Review/Approve District Newsletter.
- D. Consideration to Authorize Attendance to ACWA Region 5 Program and Tour - Exploring SFPUC's Water Infrastructure and fire Resilience, San Francisco, CA, September 26, 2025.
- E. Consideration to Authorize Attendance to ACWA Region 3 Webinar: Big Impact on a Small Budget - Grant Strategies for Resource-Strapped Agencies, Wednesday, August 20, 2025, from 10:00 a.m. – 11:30 a.m.
- F. Consideration to Authorize Attendance to ACWA/JPIA 2025 Membership Summit and Fall Conference, San Diego, California, December 1 – December 4, 2025.

**7. WRITTEN COMMUNICATIONS: None**

**8. ATTORNEY'S REPORT:**

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

- A. Engineer Report (Pakpour).
- B. Report on District's Water Conservation for July 2025.

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

- A. Report on BAWSCA Meeting of July 17, 2025 (Chambers).

**11. CLOSED SESSION: None**

**12. ADJOURNMENT:**

*Upon request, the Westborough Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the auxiliary aid or service at least 3 days before the meeting. Request should be sent to Westborough Water District at 2263 Westborough Boulevard, South San Francisco, CA 94080, or email [wwd@westboroughwater.org](mailto:wwd@westboroughwater.org).*

*Availability of Public Records: all public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Acts, that are distributed to a majority of the legislative body will be available for public inspection at 2263 Westborough Boulevard, South San Francisco, CA 94080, at the same time that the public records are distributed or made available to the legislative body.*

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

**Thursday, July 10, 2025**

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

**1. ROLL CALL:**

Directors Present: Perry Bautista  
Tom Chambers  
Janet Medina  
Julie Richards  
Don Amuzie

Staff Present: Mina Turan, Attorney  
Wendy Bellinger, Office Supervisor  
Patricia Mairena, General Manager  
Joubin Pakpour, Engineer (*arrived at 7:37 pm*)

Visitors Present: Sergio Medina

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

**3. CONSENT CALENDAR:**

President Amuzie presented the Consent Calendar.

Director Chambers moved to approve the Consent Calendar as written, seconded by Director Medina.

The motion was carried unanimously.

**4. PUBLIC COMMENT:** None



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

**6. BUSINESS (NEW):**

- A. PUBLIC HEARING: Consideration of Adoption of Report of Sewer Service Charges to be Collected on Tax Rolls and Requesting Their Collection by the County of San Mateo, Resolution No. 689.**

President Amuzie opened the Public Hearing for Consideration of Adoption of the Report of Sewer Service Charges to be Collected on Tax Rolls and Requesting their Collection by the County of San Mateo and asked if there were any comments from the public.

With no comments from the public, President Amuzie closed the Public Hearing and opened up the topic for discussion by the Board.

Director Chambers moved to approve Resolution 689, Consideration of Adoption of Report of Sewer Service Charges to be Collected on Tax Rolls and Requesting Their Collection by the County of San Mateo, seconded by Director Bautista.

Roll Call

Director Bautista	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Amuzie	Aye

The motion was carried unanimously.

- B. Consideration to Approve Resolution No. 690, Establishing the Appropriation Limit Applicable to the District During Fiscal Year 2025-2026.**

Attorney Turan gave a brief background on the Gann Limit and mentioned that this appropriation increase was based on the factors listed in the attachment in the board packet. Director Chambers asked if the limit only considered the water and sewer revenues, and not other income, such as the cell phone towers. Attorney Turan replied that she was unsure. [The attorney will answer this at the August 14 meeting.]

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Director Chambers moved to approve Resolution 690, Establishing the Appropriation Limit Applicable to the District During Fiscal Year 2025-2026 of \$14,790,254, seconded by Director Medina.

Roll Call

Director Bautista	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Amuzie	Aye

The motion was carried unanimously.

**C. Review/Approve Pakpour Engineering Task Order No. 25-26-01 - Proposal to Update the District's Standard Specifications and Standard Drawings.**

Engineer Pakpour stated that the agenda item should be labeled as approval of Task Order No. 25-26-01, as the proposal and the task order go together, and the task order will become part of the contract.

Engineer Pakpour commented that it had been a long time since the District had looked into updating its Standard Plans and Specifications. These specifications are used by anybody building within the District, and also by the District engineer, when they design and go out to bid with contractors. In this way, the same standard details are used.

Engineer Pakpour mentioned that a year or two back, the District had put this project on pause and decided to first update the water and sewer maps, and had opted to stagger the projects. Engineer Pakpour stated that the difference between the last time and this time was that they were looking at using more than one single vendor for certain parts for the District, but listing several that could provide the parts; thus, providing options now that supply chain issues and tariffs played a big role.

Engineer Pakpour also stated that since the District was a water district and a special district, it was governed by the Water Code and not the California Public Contract Code, so the District had the choice of issuing a certain type of material, but it is good to have a couple of options, and hopefully reduce the cost of projects to the District.

Engineer Pakpour mentioned that this was a good time to update the specifications and

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plans, because Purissima WD and Mid-Peninsula WD were also updating theirs, hence the cost would be shared. Engineer Pakpour stated that Field Supervisor Arias could join the monthly discussions as to what parts should be used, and it helps to have the same specs and not be unique; thus, lowering the prices.

Director Chambers asked if this update was only for water specifications and plans. Engineer Pakpour replied that it was, as the District piggybacked on Daly City Sanitation's standard specifications.

Director Chambers stated he supported the project but wanted to know if the cost could be part of a project. Engineer Pakpour replied that he understood that but unfortunately, the District would not have a water pipe project for at least three years. There was a discussion about adding this project to possibly the Skyline Tank No. 2 project for purposes of depreciation. General Manager Mairena confirmed that this project was budgeted for this year under the engineering expense.

Director Chambers moved to Approve Pakpour Engineering Task No. 25-26-01 - Proposal to Update the District's Standard Specifications and Standard Drawings, seconded by Director Bautista.

The motion was carried unanimously.

**D. Review/Approve Pakpour Engineering Task Order No. 25-26-02 - Proposal to Prepare Plans, Specifications and Cost Estimate Appian Way/I-280 Easement Sanitary Sewer Improvements Westborough Water District (District).**

Engineer Pakpour told the Board that last month, the District had taken a big step and approved the 5-year Capital Improvement Program for sewer. Engineer Pakpour was now coming back to the Board with a specific project, which was one of the higher priority projects identified by Daly City Sanitation and it actually combined two different projects (no. 1 and no. 4 on their list). Engineer Pakpour mentioned that the schedule would need to be adjusted, as the project would not start until July, and everything else would shift roughly two months. Engineer Pakpour stated that the construction cost would be split between this fiscal year and the next one, reviewed the proposed budget for the design phase, and told the Board everything will be charged on a time and material basis, so the District would only pay for what is done. Engineer Pakpour stated that this was Task Order No. 25-26-02 for \$194,027.

Director Chambers moved to Approve Pakpour Engineering Task No. 25-26-02 - Proposal

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to Prepare Plans, Specifications and Cost Estimate Appian Way/I-280 Easement Sanitary Sewer Improvements Westborough Water District (District), seconded by Director Bautista.

The motion was carried unanimously.

**E. Consideration to Purchase Rotating Assemblies for the Rowntree and the Westborough Lift Stations.**

General Manager Mairena commented on the email she had received from Louie Langi from Daly City Sanitation, asking for spare parts and stated that the District could not afford a sewer pump station failure. General Manager Mairena explained that the way it works was Daly City Sanitation would replace the failing part with the spare one, and then try to repair it.

General Manager Mairena stated that Daly City Sanitation was recommending one spare part for each the Westborough and the Rowntree Lift Stations, at a cost of \$16,288 each.

Director Chambers asked if the cost would be capitalized, and if so, it should be added to year one, and also the updated 5-year Sewer CIP should be added to the website. General Manager Mairena asked Engineer Pakpour if once approved, would he update the 5-year Sewer CIP and send it to her to update the website.

Director Chambers moved to Approve the Purchase of Rotating Assemblies for the Rowntree and the Westborough Lift Stations, seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

**F. Consideration to Set a Special Meeting to Adopt the Westborough Water District Sewer System Management Plan (SSMP).**

General Manager Mairena reported that Fischer Compliance had been working on updating the District's SSMP, and that as stated on the email in the board packet, the updated SSMP would need to be approved by the Board at a board meeting, and the approved file would need to be uploaded to CIWQS (California Integrated Water Quality System) by August 2, 2025; hence, a special meeting to approve the SSMP would need to be held. General Manager Mairena stated the preferred date for the special meeting would be Thursday, July 24, 2025, but if that were not possible, she provided a few more dates Mr. Fischer would be available.



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General Manager Mairena reminded the Board that at least three board members would need to be present to have a quorum.

Director Chambers moved to Set a Special Meeting to Adopt the Westborough Water District Sewer System Management Plan (SSMP) for Thursday, July 24, 2025, at 7:30 p.m., seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

**G. Consideration for the District to Sign JPIA's Commitment to Excellence (C2E) Certificate.**

General Manager Mairena stated that she had mentioned this last month under her Management Reports and stated that after her last risk assessment meeting with Paul Myers, JPIA's Advisor, he had recommended that the District sign up for the JPIA's Commitment to Excellence (C2E) Certificate. General Manager Mairena explained that the District would commit to doing its best to adopt best practices in different categories and by doing so, the District would be eligible for grants that otherwise, would not be eligible for.

General Manager Mairena reviewed the areas that the Board and Management would be committing to through the implementation of "best practices" reducing the potential and frequency of claims and losses.

Director Chambers moved for the District to Sign JPIA's Commitment to Excellence (C2E) Certificate, seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

**H. Consideration to Approve Amendment to Employment Agreement Between the Westborough Water District and Patricia Mairena.**

General Manager Mairena recalled to the Board that at the last meeting, after her performance review, the Board had instructed Attorney Conneran to prepare an agreement reflecting what the Board had agreed upon. General Manager Mairena stated that the

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amendment was included in the board packet.

Director Chambers moved to Approve Amendment to Employment Agreement Between the Westborough Water District and Patricia Mairena, seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

**I. Approve District's Salary Schedule.**

General Manager Mairena reported that in order to avoid any future issues with retirees, the District had been advised to have the Board start approving Salary Schedules after salaries adjustments are revised and approved.

Director Chambers asked if the Salary Schedule would be sent to CalPERS. General Manager Mairena stated that not until they asked for it, but since this was a public record, it would be posted on the District's website, just like neighboring water districts do.

Director Chambers moved to Approve the District's Salary Schedule, seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

**7. WRITTEN COMMUNICATIONS: None**

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

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

**A. Report on District's Water Conservation for June 2025.**

General Manager Mairena displayed the comparison chart of water use and reported that water consumption for June 2025 had gone down in comparison to the base period SFPUC is using for comparison. General Manager Mairena stated that the year-to-date it is a bit higher than last year's, but the usage has not rebounded to pre-drought consumption.

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**B. Update on CCCP (Cross Connection Control Plan).**

General Manager Mairena reported that SoCal, the consultant, had completed the report and had filed it with the Water Boards. General Manager Mairena also reported that Tyler Armstrong had completed his Cross Connection Specialist certification, and he would eventually become the District's CCCP administrator.

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

Director Chambers reported that the BAWSCA meeting was next week.

President Amuzie inquired about scheduling the visit to the Emergency Command Center. General Manager Mairena stated that she would contact Ken Anderson to schedule it.

**11. CLOSED SESSION:** None

**12. ADJOURNMENT:**

Without objection, President Amuzie adjourned the meeting.  
Time 8:12 p.m.

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Secretary

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President

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Date

**MINUTES OF THE SPECIAL MEETING  
OF THE  
BOARD OF DIRECTORS**

**Thursday, July 24, 2025**

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

**1. Roll Call.**

Directors Present: Perry Bautista  
Tom Chambers  
Janet Medina  
Julie Richards  
Don Amuzie

Staff Present: Michael Conneran, Attorney (via Zoom)  
Patricia Mairena, General Manager

Visitors Present: James Fischer, P.E., Principal, Fischer Compliance

**2. Consideration and Adoption of the Westborough Water District 2025 Sewer System Management Plan (SSMP), Resolution No. 691.**

General Manager Mairena introduced Jim Fischer, from Fischer Compliance, who had worked on the 2025 SSMP Update.

Mr. Fischer introduced himself to the Board and mentioned that there was a brand-new Water Boards General Order that was put in place about two years ago. Mr. Fischer told the Board that with this new SSMP update, the District was now in compliance with the new General Order. He then proceeded to review his slide presentation with the Board.

Mr. Fischer explained that on December 2022, the State Water Board had reissued the Statewide Order Regulating Spills, Order 2022-0103-DWQ, and the main purpose of the new General Order was to reduce the number of spills.



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### Minutes of the Special Meeting of the Board of Directors

Thursday, July 24, 2025

Effective on June 5, 2023:

- The 2006 and 2013 Order are rescinded (no longer in effect)
- Re-issued Order supersedes the 2006 and 2013 Orders

Mr. Fischer further explained that the reissued WDR (2022-0103-DWQ):

- Builds on 2006 Order requirements
- Updates 16-year-old 2006 order
- Incorporates Water Code Authorities
- Defines expectations/emphasizes protection of Water of the State (including surface water and groundwater)
- Addresses resiliency/climate change impacts
- Clarifies enforceability of Order with CIWQS (California Integrated Water Quality System) + failure to report/certify
- More explicit requirements

Mr. Fischer mentioned that the next steps would be to provide training to WWD staff and Daly City Sanitation staff. He reviewed a schedule for preparing for long-term compliance and explained that after the plan is uploaded to CIWQS, no work would need to be done for a few years, as the life of the updated plan was six years.

Mr. Fischer reviewed a slide of additional SSMP elements and told the Board that his company had been primary authors of the Guide for Developing and Updating of Sewer System Management Plans and that the District's updated SSMP fully aligned with this guide, which is published on the State Water Boards' website. Mr. Fischer asked the Board if there were any questions.

Director Chambers asked for an explanation of the different spill categories and Mr. Fischer reviewed them with the Board. He explained that what the Water Boards is looking for is the volume of sewer being spilled per capita per year. Director Chambers also asked about the schedule on page 5 of the report and Mr. Fischer explained that some of those dates were under two different regulations.

Director Chambers pointed out:

- Page 7, removing conflicting wording under Compliance.
- Changing the footnote from "Westbo Wastewater" to "Westborough Water."
- Page 8, removing the 91 irrigation accounts, since these are not sewer accounts, and replacing them with 1 institutional account for the San Bruno jail, which is a satellite to the District.

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Minutes of the Special Meeting of the Board of Directors  
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- Page 38 needs clarification as to whether the District Code referred to the District or to the Sanitation District. Attorney Conneran stated that the District had adopted the Sanitation District's regulations by reference. General Manager Mairena replied that it had been under Ordinance No. 61. Mr. Fischer stated that under the paragraph "The Authority to inspect grease producing establishments" Section xx should be replaced with an actual section number. Mr. Fischer also stated that he will review this entire section.
- Page 47, under Resilience, Director Chambers asked if this should not be a statement rather than a question, so to be consistent.

Director Bautista asked if the Aegis account should also be categorized as an institution. General Manager replied that it is currently being reported under commercial. Director Chambers replied that it should be reported as it is reported under the water reports.

Mr. Fischer mentioned to the Board that the SSMP would be delivered as a Word document so the District would be able to make any future changes.

General Manager Mairena told the Board that we should make sure the dates of SSMP approval stated on the resolution are stated correctly prior to approving it. Mr. Fischer logged onto the State's database and looked up the dates. General Manager Mairena stated the dates on the resolution were also on the previously adopted SSMP. Attorney Conneran confirmed that the dates on the resolution were correct.

Director Chambers moved to Adopt the Westborough Water District 2025 Sewer System Management Plan (SSMP), Resolution No. 691, with the corrections previously discussed, seconded by Director Bautista.

Roll Call

Director Bautista	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Amuzie	Aye

The motion was carried unanimously.

General Manager Mairena thanked Mr. Fischer for all his work.

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Minutes of the Special Meeting of the Board of Directors  
Thursday, July 24, 2025

**3. Adjournment.**

Without objection, President Amuzie adjourned the meeting.  
Time 8:10 p.m.

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Secretary

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President

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Date

**Westborough Water District**

Financial Statements  
With Accountant's Compilation Report  
June 30, 2025



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



## **Westborough Water District**

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**Accountant's Compilation Report**

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

Management is responsible for the accompanying financial statements of the business-type activities of the Westborough Water District, CA (the "District"), as of and for the twelve months ended June 30, 2025, which collectively comprise the District's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

A statement of cash flows for the twelve months ended June 30, 2025, 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 twelve months ended June 30, 2025, 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*

August 8, 2025  
Morgan Hill, California

**Westborough Water District**  
**Statement of Net Position**  
**June 30, 2025**

**ASSETS**

Current Assets:

Cash (Including \$7,331,292 in Time Deposits)	\$ 7,938,952
Receivables	
Water	834,884
Sewer	76,430
Other	195,097
Prepaid Expenses and Other	39,672
Inventory	233,686
Total Current Assets	<u>9,318,721</u>

Non-Current Assets:

Lease Receivable	205,291
Utility Plant in Service (Note 5):	
Land	182,633
Work in Progress	343,606
Water Facility	8,231,334
Building	1,503,835
Joint-Use Facilities	94,907
Meters	1,017,597
Office Furniture and Equipment	161,560
Maintenance Facility	478,623
Sewer Facility	3,537,146
Total Utility Plant in Service (Capital Assets)	<u>15,551,241</u>
Less Accumulated Depreciation	<u>(7,570,454)</u>
Utility Plant in Service-Net Accumulated Depreciation	<u>7,980,787</u>
Total Non-Current Assets	<u>8,186,078</u>
Total Assets	<u>\$ 17,504,799</u>

**DEFERRED OUTFLOWS**

Deferred Pension Outflows	\$ 640,031
Deferred OPEB Outflows	<u>173,441</u>
Total Deferred Outflows	<u>\$ 813,472</u>

(continued)

*See accompanying notes and accountant's compilation report*

**Westborough Water District**  
**Statement of Net Position**  
**June 30, 2025**

**LIABILITIES**

**Current Liabilities:**

Accounts Payable (Note 2)	\$ 1,513,836
Customers' Deposits	415,060
Unearned Revenue	20,262
<b>Total Current Liabilities</b>	<b>1,949,158</b>

**Long-term Liabilities:**

Accrued Vacation	124,574
Net Pension Liability	1,254,767
Net OPEB Obligation	267,500
<b>Total Long-term Liabilities</b>	<b>1,646,841</b>

<b>Total Liabilities</b>	<b>\$ 3,595,999</b>
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**DEFERRED INFLOWS**

Deferred Lease Inflows	\$ 167,281
Deferred Pension Inflows	148,489
Deferred OPEB Inflows	138,665

<b>Total Deferred Inflows</b>	<b>\$ 454,435</b>
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**NET POSITION**

Net Investment in Capital Assets	\$ 7,980,787
Restricted for Capital Facilities	347,103
Unrestricted:	
Reserved for Contingencies	278,273
Reserved for Capital Expenditures	1,916,100
Non-spendable Inventory and Prepaids	273,358
Unappropriated	3,472,216
<b>Total Net Position</b>	<b>\$ 14,267,837</b>

(concluded)

*See accompanying notes and accountant's compilation report*

**Westborough Water District**  
**Statement of Activities**  
**For the Ten Months Ended June 30, 2025**

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**Operating Revenue:**

Water Sales (Note 3)	\$ 4,986,753
Sewer Svc. and Transfer Charges	3,392,054
Misc. Operations	24,549
<b>Total Operating Revenue</b>	<u>8,403,356</u>

**Operating Expense:**

Water Expenditures	3,075,726
Sanitary Sewer Expenditures	2,785,544
Admin. and General Expenditures	1,377,275
Depreciation	338,940
<b>Total Operating Expenses</b>	<u>7,577,485</u>

<b>Operating Income (Loss)</b>	825,871
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**Non-operating Income (Expense):**

Property Taxes	810,980
Investment Interest	305,735
Other	110,970
<b>Total Non-operating Income (Expense)</b>	<u>1,227,685</u>

<b>Change in Net Position</b>	2,053,556
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<b>Net Position - Beginning</b>	<u>12,214,281</u>
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<b>Net Position - Ending</b>	<u><u>\$ 14,267,837</u></u>
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*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**  
**June 30, 2025**

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

**NOTE 2 -** Accounts payable at June 30, 2025, includes \$1,295,288 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 \$1,837 to account for uncollectible water receivables for the period.

**NOTE 5 -** Changes in utility plant in-service for the twelve months ended June 30, 2025, were as follows:

Beginning Balance	\$	15,442,667
Engineering		-
Surveying		-
Contractors		-
Other Fixed Assets		108,574
Ending Balance	\$	<u>15,551,241</u>

**Westborough Water District**  
**Schedule of Income and Expense - Budget to Actual**  
**For the Twelve Months Ended June 30, 2025**

	June	Year to Date	2024-25 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Operating Revenue:</b>						
Water Sales (Note 3)	\$ 456,387	\$ 4,986,753	\$ 4,953,010	100.68%	0.68%	\$ 33,743
Water Misc. Operations	2,356	24,549	20,000	122.75%	22.75%	4,549
Total Water Operating Revenue	458,743	5,011,302	4,973,010	100.77%	0.77%	38,292
Sewer Svc. and Transfer Charges	275,399	3,392,054	3,376,361	100.46%	0.46%	15,693
Total Sewer Operating Revenue	275,399	3,392,054	3,376,361	100.46%	0.46%	15,693
<b>Total Operating Revenue</b>	<b>734,142</b>	<b>8,403,356</b>	<b>8,349,371</b>	<b>100.65%</b>	<b>0.65%</b>	<b>53,985</b>
<b>Operating Expense:</b>						
Water Expenditures	223,978	3,075,726	3,117,576	98.66%	1.34%	41,850
Admin. and General Expenditures	107,210	1,062,925	1,142,098	93.07%	6.93%	79,173
Depreciation	22,532	271,282	275,093	98.61%	1.39%	3,811
Total Water Operating Expenses	353,720	4,409,933	4,534,767	97.25%	2.75%	124,834
Sanitary Sewer Expenditures	167,391	2,785,544	2,918,715	95.44%	4.56%	133,171
Admin. and General Expenditures	32,184	314,350	384,072	81.85%	18.15%	69,722
Depreciation	5,735	67,658	66,179	102.23%	-2.23%	(1,479)
Total Sewer Operating Expenses	205,310	3,167,552	3,368,966	94.02%	5.98%	201,414
<b>Total Operating Expenses</b>	<b>559,030</b>	<b>7,577,485</b>	<b>7,903,733</b>	<b>95.87%</b>	<b>4.13%</b>	<b>326,248</b>
<b>Operating Income (Loss)</b>	<b>175,112</b>	<b>825,871</b>	<b>445,638</b>	<b>185.32%</b>	<b>85.32%</b>	<b>380,233</b>
<b>Non-operating Income (Expense):</b>						
Water Property Taxes & Assessments	13,710	572,141	487,900	117.27%	17.27%	84,241
Water Investment Interest	40,664	145,685	52,949	275.14%	175.14%	92,736
Other Non-operating Water Income (Expense)	2,787	33,501	37,000	90.54%	-9.46%	(3,499)
Total Water Non-Operating Income (Expenses)	57,161	751,327	577,849	130.02%	30.02%	173,478
Sewer Property Taxes & Assessments	5,876	238,839	209,100	114.22%	14.22%	29,739
Sewer Investment Interest	15,312	160,050	79,424	201.51%	101.51%	80,626
Other Non-Operating Sewer Income (Expense)	-	77,469	-	100.00%	100.00%	77,469
Total Sewer Non-Operating Income (Expenses)	21,188	476,358	288,524	165.10%	65.10%	187,834
<b>Total Non-operating Income (Expense)</b>	<b>78,349</b>	<b>1,227,685</b>	<b>866,373</b>	<b>141.70%</b>	<b>41.70%</b>	<b>361,312</b>
<b>Net Income (Loss)</b>	<b>\$ 253,461</b>	<b>\$ 2,053,556</b>	<b>\$ 1,312,011</b>	<b>156.52%</b>	<b>56.52%</b>	<b>\$ 741,545</b>



**Westborough Water District**  
**Water Fund Schedule of Income and Expense - Budget to Actual**  
**For the Twelve Months Ended June 30, 2025**

	June	Year to Date	2024-25 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Water Operating Revenue:</b>						
Water Sales (Note 3)	\$ 456,387	\$ 4,986,753	\$ 4,953,010	100.68%	0.68%	\$ 33,743
Misc. Operations	2,356	24,549	20,000	122.75%	22.75%	4,549
<b>Total Operating Revenue</b>	<b>458,743</b>	<b>5,011,302</b>	<b>4,973,010</b>	<b>100.77%</b>	<b>0.77%</b>	<b>38,292</b>
<b>Water Operating Expense:</b>						
Salaries	10,396	466,545	464,924	100.35%	-0.35%	(1,621)
Salaries Overtime	644	9,253	9,000	102.81%	-2.81%	(253)
Benefits	5,328	136,201	134,692	101.12%	-1.12%	(1,509)
Payroll Taxes	1,970	36,664	43,575	84.14%	15.86%	6,911
Technical Communications	718	10,814	13,424	80.56%	19.44%	2,610
Utilities	16,078	183,447	203,679	90.07%	9.93%	20,232
Supplies and Small Tools	276	11,522	15,000	76.81%	23.19%	3,478
Maintenance of Sytem	3,450	45,141	62,900	71.77%	28.23%	17,759
Special Services	2,569	119,162	116,394	102.38%	-2.38%	(2,768)
Vehicle Expense	513	28,365	35,000	81.04%	18.96%	6,635
Water Purchases	182,036	2,028,612	2,018,988	100.48%	-0.48%	(9,624)
<b>Admin. and General Expenditures</b>						
Salaries	34,510	489,579	477,321	102.57%	-2.57%	(12,258)
Salaries-Temporary	-	1,587	2,000	79.35%	20.65%	413
Salaries-Overtime	-	-	2,000	0.00%	100.00%	2,000
Employee Benefits	14,606	203,642	197,564	103.08%	-3.08%	(6,078)
Payroll Taxes	2,923	29,825	44,159	67.54%	32.46%	14,334
Office Supplies and Postage	291	7,993	9,905	80.70%	19.30%	1,912
Memberships	7,802	57,912	50,718	114.18%	-14.18%	(7,194)
Utilities	37	1,010	1,492	67.69%	32.31%	482
Telephone	294	3,333	3,333	100.00%	0.00%	-
Water Conservation	-	2,753	5,600	49.16%	50.84%	2,847
Building & Grounds Maintenance	531	11,369	17,057	66.65%	33.35%	5,688
Parking Rentals	315	3,780	4,234	89.28%	10.72%	454
Directors Fees	450	4,650	7,900	58.86%	41.14%	3,250
Engineering Services	213	26,031	45,185	57.61%	42.39%	19,154
Accounting	1,250	30,438	32,795	92.81%	7.19%	2,357
Legal	2,462	18,501	15,400	120.14%	-20.14%	(3,101)
Billing	2,424	34,937	39,692	88.02%	11.98%	4,755
Communications	5,395	17,343	22,427	77.33%	22.67%	5,084
General Election	-	-	14,000	0.00%	100.00%	14,000
Insurance	3,746	51,518	59,240	86.96%	13.04%	7,722
Bad Debts (Note 1)	-	134	1,000	13.40%	86.60%	866
Travel	2,455	8,402	14,726	57.06%	42.94%	6,324
Miscellaneous	317	7,139	14,502	49.23%	50.77%	7,363
Banking and Cr. Card Fees	2,174	26,034	59,848	43.50%	56.50%	33,814
<b>Total Admin. and General Expenditures</b>	<b>107,210</b>	<b>1,062,925</b>	<b>1,142,098</b>	<b>93.07%</b>	<b>6.93%</b>	<b>79,173</b>
<b>Depreciation Expense</b>	<b>22,532</b>	<b>271,282</b>	<b>275,093</b>	<b>98.61%</b>	<b>1.39%</b>	<b>3,811</b>
<b>Total Water Operating Expense</b>	<b>353,720</b>	<b>4,409,933</b>	<b>4,534,767</b>	<b>97.25%</b>	<b>2.75%</b>	<b>124,834</b>
<b>Water Operating Income (Loss)</b>	<b>105,023</b>	<b>601,369</b>	<b>438,243</b>	<b>137.22%</b>	<b>37.22%</b>	<b>163,126</b>
<b>Water Non-operating Income (Expense):</b>						
Property Taxes	13,710	572,141	487,900	117.27%	17.27%	84,241
Investment Interest	40,664	145,685	52,949	275.14%	175.14%	92,736
Other Non-Operating Water Income (Expense)	2,787	33,501	37,000	90.54%	-9.46%	(3,499)
<b>Total Non-operating Income (Expense)</b>	<b>57,161</b>	<b>751,327</b>	<b>577,849</b>	<b>130.02%</b>	<b>30.02%</b>	<b>173,478</b>
<b>Net Income (Loss)</b>	<b>\$ 162,184</b>	<b>\$ 1,352,696</b>	<b>\$ 1,016,092</b>	<b>133.13%</b>	<b>33.13%</b>	<b>\$ 336,604</b>

**Westborough Water District**  
**Sewer Fund Schedule of Income and Expense - Budget to Actual**  
**For the Twelve Months Ended June 30, 2025**

	June	Year to Date	2024-25 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
<b>Sanitary Sewer Operating Revenue:</b>						
Sewer Svc. and Transfer Charges	\$ 275,399	\$ 3,392,054	\$ 3,376,361	100.46%	0.46%	\$ 15,693
<b>Total Operating Revenue</b>	<b>275,399</b>	<b>3,392,054</b>	<b>3,376,361</b>	<b>100.46%</b>	<b>0.46%</b>	<b>15,693</b>
<b>Sanitary Sewer Operating Expense:</b>						
Treatment & Disposal	155,044	2,610,338	2,706,161	96.46%	3.54%	95,823
Utilities	12,347	145,562	174,117	83.60%	16.40%	28,555
Repair of Pipelines	-	-	5,000	0.00%	100.00%	5,000
Repair of Pumps	-	-	21,000	0.00%	100.00%	21,000
Miscellaneous Sewer Expenses	-	29,644	12,437	238.35%	-138.35%	(17,207)
<b>Admin. and General Expenditure</b>						
Salaries	7,613	76,187	98,263	77.53%	22.47%	22,076
Employee Benefits	755	19,284	40,273	47.88%	52.12%	20,989
Payroll Taxes	627	6,334	9,586	66.08%	33.92%	3,252
Office Supplies and Postage	125	3,541	4,246	83.40%	16.60%	705
Memberships	-	309	486	63.58%	36.42%	177
Telephone	125	1,428	1,428	100.00%	0.00%	-
Water Conservation	-	1,180	2,400	49.17%	50.83%	1,220
Building & Grounds Maintenance	163	1,053	3,571	29.49%	70.51%	2,518
Parking Rentals	135	1,620	1,814	89.31%	10.69%	194
Directors Fees	450	3,650	4,400	82.95%	17.05%	750
Engineering Services	12,579	65,353	40,880	159.87%	-59.87%	(24,473)
Accounting	1,250	29,738	32,795	90.68%	9.32%	3,057
Legal	2,165	19,670	15,400	127.73%	-27.73%	(4,270)
Billing	1,033	15,404	17,011	90.55%	9.45%	1,607
Communications	1,045	13,453	24,096	55.83%	44.17%	10,643
General Election	-	-	14,000	0.00%	100.00%	14,000
Insurance	3,747	51,518	59,241	86.96%	13.04%	7,723
Bad Debts (Note 1)	-	134	1,000	13.40%	86.60%	866
Miscellaneous	127	1,350	6,532	20.67%	79.33%	5,182
Banking and Cr. Card Fees	245	3,144	6,650	47.28%	52.72%	3,506
<b>Total Admin. and General Expenditures</b>	<b>32,184</b>	<b>314,350</b>	<b>384,072</b>	<b>81.85%</b>	<b>18.15%</b>	<b>69,722</b>
Depreciation Expense	5,735	67,658	66,179	102.23%	-2.23%	(1,479)
<b>Total Sanitary Sewer Operating Expense</b>	<b>205,310</b>	<b>3,167,552</b>	<b>3,368,966</b>	<b>94.02%</b>	<b>5.98%</b>	<b>201,414</b>
<b>Sanitary Sewer Operating Income (Loss)</b>	<b>70,089</b>	<b>224,502</b>	<b>7,395</b>	<b>3035.86%</b>	<b>2935.86%</b>	<b>217,107</b>
<b>Sanitary Sewer Non-operating Income (Expense):</b>						
Property Taxes	5,876	238,839	209,100	114.22%	14.22%	29,739
Investment Interest	15,312	160,050	79,424	201.51%	101.51%	80,626
Other Non-operating Sewer Income (Expense)	-	77,469	-	100.00%	100.00%	77,469
<b>Total Non-operating Income (Expense)</b>	<b>21,188</b>	<b>476,358</b>	<b>288,524</b>	<b>165.10%</b>	<b>65.10%</b>	<b>187,834</b>
<b>Net Income (Loss)</b>	<b>\$ 91,277</b>	<b>\$ 700,860</b>	<b>\$ 295,919</b>	<b>236.84%</b>	<b>136.84%</b>	<b>\$ 404,941</b>

WESTBOROUGH WATER DISTRICT  
INVESTMENT REPORT FOR PERIOD ENDING: JULY 31, 2025

LOCAL AGENCY INVESTMENT FUND  
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
Beginnning Balance			\$7,188,894.26
07/15/25	\$ 71,736.22	Interest Earned	\$7,260,630.48
07/18/25	\$ (300,000.00)	Transfer funds to TCB (To cover vendor checks)	\$6,960,630.48
Ending Balance			\$6,960,630.48

Total Investments Last Report Period = \$7,188,894.26

Total Investments at End of Report Period = \$6,960,630.48

Effective Interest Rate: 4.269%  
(as of 06/25)

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

August 08, 2025

[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

July 2025 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2025	7/14/2025	QRD	1779611	N/A	SYSTEM	71,736.22
7/18/2025	7/18/2025	RW	1780464	1741060	PATRICIA MAIRENA	-300,000.00

### Account Summary

Total Deposit:	71,736.22	Beginning Balance:	7,188,894.26
Total Withdrawal:	-300,000.00	Ending Balance:	6,960,630.48

WESTBOROUGH WATER DISTRICT  
INVESTMENT REPORT FOR PERIOD ENDING: JULY 31, 2025

MULTI-BANK SECURITIES, INC.  
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
		Beginnning Balance	\$142,396.54
07/31/25	\$ (191.62)	Change in Account Value	\$142,204.92
		Ending Balance	\$142,204.92

Total Investments Last Report Period = \$142,396.54  
Total Investments at End of Report Period = \$142,204.92

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

Approved by:



Patricia Mairena  
General Manager

PM/pm

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



1000 Town Center, Suite 2300  
Southfield, MI 48075  
(800) 967-9045  
Member of FINRA & SIPC; MSRB Registered.

\* 0095903 01 AV 0.593 01 TR 00432 X108PD08 000000

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



**Your Account Executive:**

PAUL REHMUS  
(800) 967-4513

3.C.4

**Asset Summary**

Percent	Asset Type	Last Period	This Period
100%	Fixed Income	142,396.54	142,204.92
100%	<b>Account Total</b>	<b>\$142,396.54</b>	<b>\$142,204.92</b>

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

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WESTBOROUGH WATER DISTRICT

**Brokerage**

Account Statement

July 1, 2025 - July 31, 2025  
Account Number: RMB-023565

**Portfolio at a Glance**

	This Period
<b>BEGINNING ACCOUNT VALUE</b>	<b>\$142,396.54</b>
<b>Net Change in Portfolio<sup>1</sup></b>	<b>-191.62</b>
<b>ENDING ACCOUNT VALUE</b>	<b>\$142,204.92</b>
Estimated Annual Income	\$5,291.00

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

S 095903 X108PD08 056656





## Your Account Information

### INVESTMENT OBJECTIVE

Investment Objective: NONE SPECIFIED

Please discuss your investment objective with your Account Executive.

### TAX LOT DEFAULT DISPOSITION METHOD

Default Method for Mutual Funds: First In First Out  
Default Method for Stocks in a Dividend Reinvestment Plan: First In First Out  
Default Method for all Other Securities: First In First Out

### BOND AMORTIZATION ELECTIONS

Amortize premium on taxable bonds based on Constant Yield Method: Yes  
Accrual market discount method for all other bond types: Constant Yield Method  
Include market discount in income annually: No

### ELECTRONIC DELIVERY

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

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

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

## Income and Expense Summary

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

## Portfolio Holdings

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
<b>FIXED INCOME 100.00% of Portfolio</b> (In Maturity Date Sequence)						
<b>Certificates of Deposit</b>						
VALLEY NATL BK PASSAIC N J CTF DEP 3.700% 10/08/26 B/E DTD 10/08/24 ACT/365 1ST CPN DTE 04/08/25 Security Identifier: 919853PF2	143,000.0000	99.4440	142,204.92	1,652.53	5,291.00	3.72%
<b>Total Certificates of Deposit</b>	143,000.0000		\$142,204.92	\$1,652.53	\$5,291.00	
<b>TOTAL FIXED INCOME</b>	143,000.0000		\$142,204.92	\$1,652.53	\$5,291.00	
<b>Total Portfolio Holdings</b>			<b>Market Value</b> \$142,204.92	<b>Accrued Interest</b> \$1,652.53	<b>Estimated Annual Income</b> \$5,291.00	



July 1, 2025 - July 31, 2025  
WESTBOROUGH WATER DISTRICT**Portfolio Holdings Disclosures****Pricing**

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

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

**Estimated Annual Figures**

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

**Reinvestment**

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

**Option Disclosure**

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

**Certificates of Deposit**

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

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

**Foreign Currency Transactions**

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





## Portfolio Holdings Disclosures (continued)

### Foreign Currency Transactions (continued)

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

### Proxy Vote

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

### Variable Rate Securities

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

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

### Structured Products

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

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

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



July 1, 2025 - July 31, 2025  
WESTBOROUGH WATER DISTRICT

**Activity Summary (continued)**

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

**Messages**

Although a money market mutual fund (money fund) seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in a money fund. 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. Federal Deposit Insurance Corporation (FDIC) eligible bank deposit sweep products automatically deposit any available cash into FDIC member banks where those balances are eligible for pass through FDIC insurance coverage on swept balances. Balances in FDIC member banks in bank deposit sweep products are not protected by Securities Investor Protection Corporation (SIPC).

**Important Information and Disclosures**
**The Role of Pershing**

- **Pershing LLC, member FINRA, NYSE, carries your account as clearing broker pursuant to a clearing agreement with your financial institution.** Pershing is not responsible or liable for any acts or omissions of your financial institution or its employees and it does not supervise them. Pershing provides no investment advice nor does it assess the suitability of any transaction or order. Pershing acts as the agent of your financial institution and you agree that you will not hold Pershing or any person controlling or under common control with it liable for any investment losses incurred by you.
- Pershing performs several key functions at the direction of your financial institution. It acts as custodian for funds and securities you may deposit with it directly or through your financial institution or that it receives as the result of securities transactions it processes.
- Your financial institution is responsible for adherence to the securities laws, regulations and rules which apply to it regarding its own operations and the supervision of your account, its sales representatives and other personnel. Your financial institution is also responsible for approving the opening of accounts and obtaining account documents; the acceptance and, in certain instances, execution of securities orders; the assessment of the suitability of those transactions, where applicable; the rendering of investment advice, if any, to you and in general, for the ongoing relationship that it has with you.
- Inquiries concerning the positions and balances in your account may be directed to the **Pershing Customer Service Department at (201) 413-3333**. All other inquiries regarding your account or activity should be directed to your financial institution. Your financial organization's contact information can be found on the first page of this statement.
- For a description of other functions performed by Pershing please consult the Disclosure Statement provided to you upon the opening of your account. This notice is not meant as a definitive enumeration of every possible circumstance, but as a general disclosure. If you have any questions regarding this notice or if you would like additional copies of the Disclosure Statement, please contact your financial institution.
- Pershing is a member of the Securities Investor Protection Corporation (SIPC®). Please note that SIPC does not protect against loss due to market fluctuation. An explanatory brochure is available upon request at [www.sipc.org](http://www.sipc.org). In addition to SIPC protection, Pershing provides coverage in excess of SIPC limits. For more detailed information please visit: [www.bny.com/pershing/us/en/about/strength-and-stability.html](http://www.bny.com/pershing/us/en/about/strength-and-stability.html)
- This statement will be deemed conclusive. You are advised to report any inaccuracy or discrepancy (including unauthorized trading) promptly, but no later than ten days after receipt of this statement, to your financial organization and Pershing. Please be advised that any oral communication should be re-confirmed in writing to further protect your





## Important Information and Disclosures (continued)

### The Role of Pershing (continued)

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.**

9.3.C.9

## CLAIMS REGISTER: JULY 2025

### 1. GENERAL ACCOUNT FUND:

Total from Cash Disbursements \$ 116,316.25

#### Checks Issued During Month:

ACWA-JPIA (Health Benefits & Ins.-08/25)	13,652.17
ACWA/JPIA (Workers' Compensation Program, 04/01/25-06/30/25)	3,142.70
ACWA/JPIA (Deposit Premium Property Renewal , 07/25-03/26 & Deposit Premium 25/26 Cyber Liability Program)	22,679.47
Arias, Carlos (Reimbursement for Emergency Windshield Repair on Truck #88)	400.00
AT&T (P.S. Phone Bill to 07/01/25)	852.02
AT&T Mobility (Field & Office Cell Phones, 06/03-07/02)	289.79
Bay Alarm (Skyline P.S. Burglar Alarm Monitoring, 08/01/25-10/31/25)	214.32
Bay Alarm (Skyline Bldg. Burglar Alarm Monitoring, 08/01/25-10/31/25)	309.63
Bay Alarm (Skyline Bldg. Cell Upgrade & Fire Alarm 08/01/25-10/31/25)	429.42
CalPERS (Annual Lump Sum Prepayment of UAL)	110,710.00
CalPERS ( Retirement Contributions-07/15/25)	6,043.41
CalPERS ( Retirement Contributions-07/31/25)	6,043.37
Chavan & Associates, LLP (Accounting Services, 05/25)	2,500.00
Colina Association (Three Parking Spaces Rental, 08/25)	450.00
Direct Line (Answering Service, 06/15-07/14)	267.80
DKF Solutions Group, LLC (Printing of the SERP & Workbooks)	683.78
EFTPS (Employment Taxes-07/15/25)	11,110.50
EFTPS (Employment Taxes-07/31/25)	11,255.63
EDD (Employment Taxes-07/15/25)	2,681.00
EDD (Employment Taxes-07/31/25)	2,669.62
Employment Develop. Dept. (Quarterly Payroll Taxes-2nd Qtr.)	99.84
Fischer Compliance LLC (2025 SSMP)	20,930.00
Hach (Water Sampling Supplies)	219.42
Hanson Bridgett LLP (Special Legal Services & Monthly Retainer-06/25)	4,619.50
J.Snell & Co., Inc. (Check Endorser - Inspection & Maint., 08/25-07/26)	398.00
Mairena, Patricia (GM Mairena's Internet Services, 06/27-07/26 & 06/25 Gym Membership)	84.99
PG&E (Summary Bill to 07/21/25)	29,797.15
SFPUC Financial Serv. - Acctg. (SUB, THM, Halocetric 06/25 & Bacteria Testing 05/25 & 06/25)	1,865.00
SF Water Dept. (Water Purchases, 06/05-07/07)	199,461.44
San Mateo County (Share of LAFCO's Budget Apportionment - Water & Sewer)	6,318.00
SoCal Water Pro LLC (Cross-Connection Control Plan - Prep. & Submission)	6,000.00
So. SF Scavengers (Garbage Services, 06/25)	122.40
Standard Plumbing Supply Co. (Field Inventory)	198.85
Tri Counties Bank (Monthly Charges Ending 06/30/25)	4,804.48
WEX Bank (Wright Express-Gas Purchases to 07/15/25)	533.08

SUB-TOTAL \$ 588,153.03

#### Updated Checks Voided During Month:


TOTAL CLAIMS REGISTER AMOUNT \$ 588,153.03

REPORT.: Aug 11 25 Monday  
 RUN....: Aug 11 25 Time: 09:55  
 Run By.: Wendy Bellinger

WESTBOROUGH WATER DISTRICT  
 Accounts Payable Cash Requirements

PAGE: 001  
 ID #: PY-RP  
 CTL.: 000

Control Date.: 08/11/25 Posting Period...: 08-25 Fiscal Period...: (02-26) Cash Account No...: 13110

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

Invoice No	Description	Invoice Date	Actual Period	G/L Account #	Discount	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal Tm					
070125-	DIRECTOR AMUZIE'S INTERNET SERVICE, 07/10-08/09	07/01/25	08-25	A	59450	65.00	.00	65.00
		07/01/25	02-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

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

072225-	DIRECTOR BAUTISTA'S INTERNET SERVICE, 08/25	07/22/25	08-25	A	59450	65.00	.00	65.00
		07/22/25	02-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: C.J01 (C.J. BROWN & COMPANY CPA'S)

073125-	FY24-25 AUDITED SERVICES, 07/25	07/31/25	08-25	A	59450	8826.00	.00	8826.00
		07/31/25	02-26					
** Vendor's Subtotal ----->						8826.00	.00	8826.00

VENDOR I.D.: CAL11 (CALCON SYSTEMS, INC.)

57603-A-	5% RETENTION FOR ROWNTREE L.S. CONTROLS UPGRADE	09/30/24	08-25	A	59450	1025.00	.00	1025.00
		09/30/24	02-26					
58996-A-	5% RETENTION FOR ROWNTREE L.S. CONTROLS UPGRADE	04/25/25	08-25	A	59450	2461.60	.00	2461.60
		04/25/25	02-26					
** Vendor's Subtotal ----->						3486.60	.00	3486.60

VENDOR I.D.: CAS01 (PETTY CASH)

073125-	MISC. EXPENSES, 07/25	07/31/25	08-25	A	59450	48.21	.00	48.21
		07/31/25	02-26					
** Vendor's Subtotal ----->						48.21	.00	48.21

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

071125-	DIRECTOR CHAMBERS' INTERNET SERVICE, 07/16-08/15	07/11/25	08-25	A	59450	65.00	.00	65.00
		07/11/25	02-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: COR02 (CORRPRO COMPANIES INC)

796399-	INSPECTION SERVICE ON METAL SURFACE, TANK #1,2 & 3	07/31/25	08-25	A	59450	3270.00	.00	3270.00
		07/31/25	02-26					
** Vendor's Subtotal ----->						3270.00	.00	3270.00

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

36924-	WEB REPORTING & HOSTING, 08/25	08/01/25	08-25	A	59450	75.00	.00	75.00
		08/01/25	02-26					
** Vendor's Subtotal ----->						75.00	.00	75.00

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

070125-	DIRECTOR MEDINA'S INTERNET SERVICE, 07/10-08/09	07/01/25	08-25	A	59450	65.00	.00	65.00
		07/01/25	02-26					
** Vendor's Subtotal ----->						65.00	.00	65.00



REPORT.: Aug 11 25 Monday  
 RUN....: Aug 11 25 Time: 09:55  
 Run By.: Wendy Bellinger  
 Control Date.: 08/11/25

WESTBOROUGH WATER DISTRICT  
 Accounts Payable Cash Requirements

PAGE: 002  
 ID #: PY-RP  
 CTL.: 000

Posting Period...: 08-25 Fiscal Period...: (02-26) Cash Account No...: 13110

VENDOR I.D.: MR 01 (MRC )

Invoice No	Description	Invoice Date	Actual Period	G/L	Account #	Gross Amount	Discount Amount	Net Amount
IN4899545-	XEROX COPIER MAINT. AGREEMENT, 06/19-07/18	07/11/25	08-25	A	59450	174.27	.00	174.27
		07/11/25	02-26					
** Vendor's Subtotal ----->						174.27	.00	174.27

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

313815544-	FIELD TRUCK SUPPLIES	07/07/25	08-25	A	59450	58.86	.00	58.86
		07/07/25	02-26					
** Vendor's Subtotal ----->						58.86	.00	58.86

VENDOR I.D.: PAK01 (PAKPOUR CONSULTING GROUP, INC.)

4792-	ENGINEERING SERVICES, 07/25	08/06/25	08-25	A	59450	38270.77	.00	38270.77
		08/06/25	02-26					
** Vendor's Subtotal ----->						38270.77	.00	38270.77

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

30030-	PRINTING & MAILING OF 07/15/25 BILLS	07/23/25	08-25	A	59450	863.80	.00	863.80
		07/23/25	02-26					
** Vendor's Subtotal ----->						863.80	.00	863.80

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

063025-	DIRECTOR RICHARDS' INTERNET SERVICE, 07/25	06/30/25	08-25	A	59450	65.00	.00	65.00
		06/30/25	02-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

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

61211-	TROUBLESHOOT ZOOM & OWL FIRMWARE	07/16/25	08-25	A	59450	285.20	.00	285.20
		07/16/25	02-26					
** Vendor's Subtotal ----->						285.20	.00	285.20

VENDOR I.D.: TEL02 (TELSTAR INSTRUMENTS, INC.)

127802-	ANNUAL VOLVO GENERATOR SERVICE @ WWD OFFICE	07/22/25	08-25	A	59450	700.00	.00	700.00
		07/22/25	02-26					
** Vendor's Subtotal ----->						700.00	.00	700.00

VENDOR I.D.: UND02 (UNDERGROUND SERVICE ALERT)

202518397-	ANNUAL MEMBERSHIP FEE	07/21/25	08-25	A	59450	537.59	.00	537.59
		07/21/25	02-26					
** Vendor's Subtotal ----->						537.59	.00	537.59

VENDOR I.D.: UNI04 (UNITED STATES POSTAL SERV)

080425-	SEMI-ANNUAL PO BOX FEE, NO 2747	08/04/25	08-25	A	59450	266.00	.00	266.00
		08/04/25	02-26					
** Vendor's Subtotal ----->						266.00	.00	266.00

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

REPORT.: Aug 11 25 Monday  
 RUN....: Aug 11 25 Time: 09:55  
 Run By.: Wendy Bellinger  
 Control Date.: 08/11/25

WESTBOROUGH WATER DISTRICT  
 Accounts Payable Cash Requirements

PAGE: 003  
 ID #: PY-RP  
 CTL.: 000

Posting Period...: 08-25 Fiscal Period...: (02-26) Cash Account No...: 13110

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

Invoice No	Description	Invoice Date	Actual Period	Tm	G/L Account # Discount	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal					
073125-	PAYROLL TRANSFER, 07/25	07/31/25	08-25	A	59450	49194.09	.00	49194.09
		07/31/25	02-26					
** Vendor's Subtotal ----->						49194.09	.00	49194.09

VENDOR I.D.: XIO01 (XIO, INC.)

202213936-	CLOUD-CASED MONITORING CELL ACCESS, 09/25-08/26	06/30/25	08-25	A	59450	9360.00	.00	9360.00
		06/30/25	02-26					
** Vendor's Subtotal ----->						9360.00	.00	9360.00

VENDOR I.D.: \B007 (CHRISTIAN E. BATISTA )

000C50701-	MQ CUSTOMER REFUND FOR BAT0024	08/01/25	08-25	Z	59450	27.79	.00	27.79
		08/01/25	02-26					
** Vendor's Subtotal ----->						27.79	.00	27.79

VENDOR I.D.: \C026 (MALVIN CHANG )

000C50701-	MQ CUSTOMER REFUND FOR CHA0184	08/01/25	08-25	Z	59450	55.10	.00	55.10
		08/01/25	02-26					
** Vendor's Subtotal ----->						55.10	.00	55.10

VENDOR I.D.: \C027 (SIMON CHU )

000C50701-	MQ CUSTOMER REFUND FOR CHU0140	08/01/25	08-25	Z	59450	122.73	.00	122.73
		08/01/25	02-26					
** Vendor's Subtotal ----->						122.73	.00	122.73

VENDOR I.D.: \C028 (MARY JANE CRAIG )

000C50701-	MQ CUSTOMER REFUND FOR CRA0008	08/01/25	08-25	Z	59450	24.72	.00	24.72
		08/01/25	02-26					
** Vendor's Subtotal ----->						24.72	.00	24.72

VENDOR I.D.: \K006 (KAVIN KUMAR )

000C50701-	MQ CUSTOMER REFUND FOR KUM0006	08/01/25	08-25	Z	59450	35.55	.00	35.55
		08/01/25	02-26					
** Vendor's Subtotal ----->						35.55	.00	35.55

VENDOR I.D.: \T005 (ANNA TAM )

000C50701-	MQ CUSTOMER REFUND FOR TAM0078	08/01/25	08-25	Z	59450	73.46	.00	73.46
		08/01/25	02-26					
** Vendor's Subtotal ----->						73.46	.00	73.46

VENDOR I.D.: \T019 (ANN TRUONG )

000C50701-	MQ CUSTOMER REFUND FOR TRU0005	08/01/25	08-25	Z	59450	146.03	.00	146.03
		08/01/25	02-26					
** Vendor's Subtotal ----->						146.03	.00	146.03

VENDOR I.D.: \Z015 (OLIVER ZHAO )

REPORT.: Aug 11 25 Monday  
 RUN....: Aug 11 25 Time: 09:55  
 Run By.: Wendy Bellinger

WESTBOROUGH WATER DISTRICT  
 Accounts Payable Cash Requirements

PAGE: 004  
 ID #: PY-RP  
 CTL.: 000

Control Date.: 08/11/25 Posting Period.: 08-25 Fiscal Period.: (02-26) Cash Account No.: 13110

VENDOR I.D.: \2015 (OLIVER ZHAO )

Invoice No	Description	Invoice Date	Actual Period	Tm	G/L Account # Discount	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal					
000C50701-	MQ CUSTOMER REFUND FOR ZHA0032	08/01/25	08-25	Z	59450	89.48	.00	89.48
		08/01/25	02-26					
** Vendor's Subtotal ----->						89.48	.00	89.48
** Report's Total ----->						116316.25	.00	116316.25
=====								
** Total Vendors On This Report ----->								28
								====
** Total Vendors Needing Checks ----->								28
								====

Code Title  
 ---  
 A IMMEDIATE



## Patricia Mairena

---

**From:** Patrick Sumner <psumner@dalycity.org>  
**Sent:** Monday, July 14, 2025 12:49 PM  
**To:** Patricia Mairena  
**Cc:** Wendy Bellinger; Louis Langi; Michael Patolo  
**Subject:** RE: [EXTERNAL] Fw: QUOTES - Westborough Pump Station Add-ons and Wastewater Sites Cellular Dialer Upgrades

Hey Paty

The add-ons are needed

1. 2 new level submersible transducers for quicker real time wet well level system. It works with the new PLC faster than the old style. This was a problem at Rowntree that caused multiple nighttime responses and Daly City paid to have Cal-con change out the old Rowntree style probes to these new submersible transducers.
2. I/O to HSQ is so we can still see the information from the new system ignition to communicate to HSQ the system we are still currently using, for now. Daly City will be going away from HSQ at some point soon.
3. Add new bypass controls to the new FVD cabinets. The current set up there is only one VFD at the station. The new set up will have 3 VFD's so the new controls to be able to bypass each VFD if needed to fix an issue. We could isolate each VFD, so a pump can run in hand (or across the line) without a VFD if needed.

Let me know if this helps you.

Thanks

Patrick Sumner

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**From:** Patricia Mairena <pmairena@westboroughwater.org>  
**Sent:** Friday, July 11, 2025 2:23 PM  
**To:** Patrick Sumner <psumner@dalycity.org>  
**Cc:** Wendy Bellinger <wbellinger@westboroughwater.org>  
**Subject:** [EXTERNAL] Fw: QUOTES - Westborough Pump Station Add-ons and Wastewater Sites Cellular Dialer Upgrades

**CAUTION: EXTERNAL SENDER.** Verify before you respond, click links or open attachments. Questions? Contact ISD.

Hi Pat,

Could you elaborate why the attached add-ons are needed for the Westborough LS?

I will work on getting the Cellular Dialer Upgrade proposals approved. Once these are completed, would we be able to get rid of the copper lines?

Thanks,

Paty

---

**From:** Branden Powell <[bpowell@calcon.com](mailto:bpowell@calcon.com)>  
**Sent:** Wednesday, July 9, 2025 1:07 PM  
**To:** Patricia Mairena <[pmairena@westboroughwater.org](mailto:pmairena@westboroughwater.org)>

**Cc:** Patrick Sumner <[psumner@dalycity.org](mailto:psumner@dalycity.org)>; Ana Springer <[aspringer@calcon.com](mailto:aspringer@calcon.com)>

**Subject:** QUOTES - Westborough Pump Station Add-ons and Wastewater Sites Cellular Dialer Upgrades

Hi Patricia,

Last week, I met with Patrick from Daly City at the Westborough Pump Station project site. We discussed some additional upgrades that would be beneficial for the district to address sooner rather than later.

Attached are the quotes for these discussed upgrades, including enhancements to the current Westborough Pump Station project and cellular dialer upgrades to replace the existing AT&T hard lines.

Please let me know if you have any questions or concerns after reviewing the attached documents.

Best regards,  
Branden

**Branden Powell**

Vice President - Field Operations  
(925) 570-4323  
[bpowell@calcon.com](mailto:bpowell@calcon.com)



**Calcon Systems, Inc.**  
12919 Alcosta Blvd Ste 9, San Ramon, CA 94583  
(925) 277-0665  
[www.calconsystems.com](http://www.calconsystems.com)



CALCON SYSTEMS INC.  
12919 Alcosta Blvd Ste 9  
San Ramon CA 94583  
www.calcon.com

**Quotation**  
Quote ID: 17a68bb2  
Date 7/8/2025

To  
Westborough Water District  
P.O. Box 2747, South San Francisco, CA 94083  
  
Ship To

ATTN  
Patricia Mairena  
General Manager  
pmairena@westboroughwater.org  
[650-589-1435](tel:650-589-1435)

Subject  
**Westborough Pump Station - Cellular Dialer Upgrade**

Description  
Site to be Upgraded:  
Westborough Pump Station

Upgrade to Sensaphone Cellular Alarm System Replacement of the old landline dialer with new Sensaphone Sentinel cellular alarm system.

Turn-key installation and setup including:

- Provide and install new Sensaphone Sentinel Cellular alarm system to replace the existing old dialer that used a landline telephone service.
- Cloud-based alarm notification system can send alarm notifications via phone (voice call), text message, or email. Status and control via secure mobile app for iPhone or Android and via web browser.
- Includes cellular modem and activation. Both the cloud-system and cellular service are provided through Sensaphone in an annual price (annual service price is shown below). We have included the first year of the service in this quotation.
- We will install the Sensaphone, including wiring terminations to the existing alarm wiring points, same as the existing Sensaphone unit.
- We will configure the alarms and alarm notification destinations.
- Testing of all alarm points with District representative (i.e. trigger alarms such as pump fail, high level, etc and verify the alarm notifications are received).
- Training session for operators on using the mobile phone app and web browser app to view status, acknowledge alarms, etc.

Note:

First year of Sensaphone cloud/cellular service is included. Annual renewal cost: \$ 600.00 / year, which includes the cellular service and the cloud alarm service/web-portal/phone app. Annual renewal cost may be subject to change in the future by the manufacturer.

Lump Sum pricing includes labor, materials, sales tax, and shipping.

Quote Items

Item	Description	Price Ea	Quantity	Subtotal
1	Lump Sum <i>Shipping and Sales Tax Included</i>	\$12,125.00	1	\$12,125.00

Total: **\$12,125.00**

Terms

Net-30 Days

This quote is valid for 30 days unless otherwise noted above.

Quote ID: 17a68bb2

Version: 1

Created: 7/9/2025 12:58:16 PM

For questions please contact:

Branden Powell

[bpowell@calcon.com](mailto:bpowell@calcon.com)

[925-570-4323](tel:925-570-4323)

Submit PO to

CALCON SYSTEMS INC.

12919 Alcosta Blvd Ste 9

San Ramon CA 94583

Phone (925) 277-0665

[www.calcon.com](http://www.calcon.com)

Lic. C-10 #508284



CALCON SYSTEMS INC.  
12919 Alcosta Blvd Ste 9  
San Ramon CA 94583  
www.calcon.com

Quotation  
Quote ID: 9eb61451  
Date 7/9/2025

To  
Westborough Water District  
P.O. Box 2747, South San Francisco, CA 94083  
  
Ship To

ATTN  
Patricia Mairena  
General Manager  
pmairena@westboroughwater.org  
[650-589-1435](tel:650-589-1435)

Subject  
**Rowntree Lift Station - Cellular Dialer Upgrade**

Description  
Site to be Upgraded:  
Rowntree Lift Station

Upgrade to Sensaphone Cellular Alarm System Replacement of the old landline dialer with new Sensaphone Sentinel cellular alarm system.

Turn-key installation and setup including:

- Provide and install new Sensaphone Sentinel Cellular alarm system to replace the existing old dialer that used a landline telephone service.
- Cloud-based alarm notification system can send alarm notifications via phone (voice call), text message, or email. Status and control via secure mobile app for iPhone or Android and via web browser.
- Includes cellular modem and activation. Both the cloud-system and cellular service are provided through Sensaphone in an annual price (annual service price is shown below). We have included the first year of the service in this quotation.
- We will install the Sensaphone, including wiring terminations to the existing alarm wiring points, same as the existing Sensaphone unit.
- We will configure the alarms and alarm notification destinations.
- Testing of all alarm points with District representative (i.e. trigger alarms such as pump fail, high level, etc and verify the alarm notifications are received).
- Training session for operators on using the mobile phone app and web browser app to view status, acknowledge alarms, etc.

Note:

First year of Sensaphone cloud/cellular service is included. Annual renewal cost: \$ 600.00 / year, which includes the cellular service and the cloud alarm service/web-portal/phone app. Annual renewal cost may be subject to change in the future by the manufacturer.

Lump Sum pricing includes labor, materials, sales tax, and shipping.

#### Quote Items

Item	Description	Price Ea	Quantity	Subtotal
1	Lump Sum <i>Shipping and Sales Tax Included</i>	\$12,125.00	1	\$12,125.00

Total: \$12,125.00



Terms

Net-30 Days

This quote is valid for 30 days unless otherwise noted above.

Quote ID: 9eb61451

Version: 1

Created: 7/9/2025 12:58:31 PM

For questions please contact:

[bpowell@calcon.com](mailto:bpowell@calcon.com)

[bpowell@calcon.com](mailto:bpowell@calcon.com)

[925-570-4323](tel:925-570-4323)

Submit PO to

CALCON SYSTEMS INC.

12919 Alcosta Blvd Ste 9

San Ramon CA 94583

Phone (925) 277-0665

[www.calcon.com](http://www.calcon.com)

Lic. C-10 #508284



CALCON SYSTEMS INC.  
12919 Alcosta Blvd Ste 9  
San Ramon CA 94583  
www.calcon.com

**Quotation**  
Quote ID: 177e1d72  
Date 7/9/2025

To  
Westborough Water District  
P.O. Box 2747, South San Francisco, CA 94083  
  
Ship To

ATTN  
Patricia Mairena  
General Manager  
pmairena@westboroughwater.org  
[650-589-1435](tel:650-589-1435)

Subject  
**Avalon Lift Station - Cellular Dialer Upgrade**

Description  
Site to be Upgraded:  
Avalon Lift Station

Upgrade to Sensaphone Cellular Alarm System Replacement of the old landline dialer with new Sensaphone Sentinel cellular alarm system.

Turn-key installation and setup including:

- Provide and install new Sensaphone Sentinel Cellular alarm system to replace the existing old dialer that used a landline telephone service.
- Cloud-based alarm notification system can send alarm notifications via phone (voice call), text message, or email. Status and control via secure mobile app for iPhone or Android and via web browser.
- Includes cellular modem and activation. Both the cloud-system and cellular service are provided through Sensaphone in an annual price (annual service price is shown below). We have included the first year of the service in this quotation.
- We will install the Sensaphone, including wiring terminations to the existing alarm wiring points, same as the existing Sensaphone unit.
- We will configure the alarms and alarm notification destinations.
- Testing of all alarm points with District representative (i.e. trigger alarms such as pump fail, high level, etc and verify the alarm notifications are received).
- Training session for operators on using the mobile phone app and web browser app to view status, acknowledge alarms, etc.

Note:

First year of Sensaphone cloud/cellular service is included. Annual renewal cost: \$ 600.00 / year, which includes the cellular service and the cloud alarm service/web-portal/phone app. Annual renewal cost may be subject to change in the future by the manufacturer.

Lump Sum pricing includes labor, materials, sales tax, and shipping.

Quote Items

Item	Description	Price Ea	Quantity	Subtotal
1	Lump Sum <i>Shipping and Sales Tax Included</i>	\$12,125.00	1	\$12,125.00

Total: **\$12,125.00**

Terms

Net-30 Days

This quote is valid for 30 days unless otherwise noted above.

Quote ID: 177e1d72

Version: 1

Created: 7/9/2025 12:58:04 PM

For questions please contact:

[bpowell@calcon.com](mailto:bpowell@calcon.com)

[bpowell@calcon.com](mailto:bpowell@calcon.com)

[925-570-4323](tel:925-570-4323)

Submit PO to

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12919 Alcosta Blvd Ste 9

San Ramon CA 94583

Phone (925) 277-0665

[www.calcon.com](http://www.calcon.com)

Lic. C-10 #508284



## CONTRACT

THIS CONTRACT, was made this 15<sup>th</sup> day of August, 2025, by and between the WESTBOROUGH WATER DISTRICT, a public agency ("District") and CALCON SYSTEMS, INC., a California corporation ("Contractor").

WHEREAS, the District desires to obtain work to upgrade the alarm dialers with Sensaphone Sentinel Cellular Alarm Systems at the Westborough Pump Station and the Avalon and Rowntree Lift Stations in South San Francisco, CA (the "Work"); and

WHEREAS, the Contractor desires to furnish such Work and has provided proposals dated July 8, 2025, for each of these installations, which are attached hereto and incorporated herein by reference as Exhibit A, to the extent not inconsistent herewith to perform the Work.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The Contractor shall perform all the Work and furnish all the labor, materials and equipment required to accomplish the Work.
2. **BEGINNING OF WORK AND TIME OF COMPLETION.** After the contract has been executed by the District, the Contractor shall begin work within 30 days from the effective date of the Notice to Proceed issued by the District, and shall complete all of the work called for under this Contract within 365 days from the effective date of the Notice to Proceed. The work is to be performed on a schedule to be mutually agreed upon by the parties.
3. **COMPENSATION.** The Contractor shall furnish and install the equipment and faithfully perform all of the work required under this Contract for a total sum not to exceed \$36,375, as more particularly described in Exhibit A ("Total Contract Price"). The Total Contract Price shall include any and all costs for materials, labor, subcontractors, insurance, taxes, delivery, profit and any other element of expense or compensation arising out of the work performed hereunder with the exception of the materials being provided by District.
4. **MANNER OF PAYMENT.** Contractor shall submit invoices to District on a monthly basis for services performed during the designated month on the tenth (10<sup>th</sup>) working day of the following month. District shall render payment within thirty (30) days of receipt of an approved invoice, subject to the retention provisions set forth in Section 13.11 of this Contract.
5. **CHANGES.** The District may, at any time, by written order, make changes within the scope of work described in this Contract. If such changes cause an increase in the budgeted cost or the time required for the performance of the agreed upon work, an equitable adjustment as mutually agreed upon shall be made in the compensation and/or schedule of performance. In the event that the Contractor encounters any unanticipated conditions or contingencies that may affect the scope of work and result in an adjustment in the amount of compensation or time required for performance of the work specified herein, Contractor shall so advise the District immediately upon notice of such condition or contingency. The written notice shall explain the circumstances giving rise to the unforeseen condition or contingency and shall set forth the proposed adjustment in compensation and/or schedule resulting therefrom. Such notice shall be given the District prior to the time that Contractor performs work related to the proposed adjustment in compensation. Any

and all pertinent changes shall be expressed in a written supplement to this Contract prior to implementation of such changes.

6. **TERMINATION.** The District may terminate the Contract upon ten (10) days written notice. Upon termination, District shall pay Contractor the allowable costs incurred to the date of termination and those costs reasonably necessary, as determined by the District, to effect the termination. In the event Contractor breaches the terms of the Contract, the District may immediately terminate the Contract and shall pay Contractor only its allowable costs to the date of termination. In the event of termination, Contractor shall cooperate with the District's reasonable instructions to terminate the work and furnish requested materials and records.

7. **INSPECTION OF SITE OF WORK.** Contractor shall examine carefully the site of work and shall inform itself of the conditions relating to the execution of the work. If the Contractor does not inspect the site, the Contractor is responsible for all site conditions had the Contractor performed a reasonable site inspection.

8. **RESPONSIBILITY: INDEMNIFICATION.** Contractor shall indemnify, defend, keep and save harmless the District, and its directors, officers, agents and employees against any and all liability, damages, costs, claims or actions, including reasonable attorneys' fees and charges, arising out of any injury to persons or property that may occur, or that be alleged to have occurred, in the course of the performance of this Contract by the Contractor caused by any act or omission of the Contractor or its employees, subcontractors or agents. Contractor further agrees if any judgment be rendered against District or any of the other individuals enumerated above in any such action, Contractor shall, at its expense, satisfy and discharge the same. This indemnification obligation shall survive the termination or expiration of this contract.

9. **INSURANCE.**

A. **Workers' Compensation.** Contractor shall procure and maintain at all times during the performance of such work Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws where applicable and Employers' Liability Insurance, which shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

B. **Commercial General Liability Insurance.** Contractor also shall procure and maintain at all times during the performance of this Contract Commercial General Liability Insurance, including completed operations coverage, with a limit for each occurrence of Two Million Dollars (\$2,000,000) naming as additional insureds, in connection with the Contractor's activities hereunder, the District, and its directors, officers, employees and agents. The Insurer(s) shall endorse that its policy(ies) is Primary Insurance and it shall be liable for the full amount of any loss up to and including the total limit of liability without right of contribution from any other insurance covering District.

C. **Automobile Liability Insurance.** Contractor shall also procure and maintain at all times during the performance of this Contract Automobile Liability Insurance covering all automobiles owned, hired, or leased by Contractor with a limit of One Million Dollars (\$1,000,000) for each accident naming the District, and its directors, officers, employees and agents as additional insureds.

With respect to coverages under Subsections B and C above, inclusion of District as an additional insured shall not in any way affect its rights as respects to any claim, demand, suit or judgment made, brought or recovered against Contractor. Said policy shall protect Contractor and District in the same manner as though a separate policy had been issued to each. These requirements shall not operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest had been named as an insured.

Prior to commencement of work hereunder, Contractor shall deliver to District Certificate(s) of Insurance which shall indicate compliance with all the insurance requirements above and shall stipulate that 30 days' advance written notice of cancellation, non-renewal or reduction in limits shall be given to District.

**10. FINAL INSPECTION AND ACCEPTANCE.** Upon notice from the Contractor that the work has been completed, the District will make a final inspection and provide the Contractor with written notice of final acceptance, if it is determined that the work meets the Contract requirements, or instructions to promptly fix defective work identified at Contractor's sole expense.

**11. GUARANTY OF WORK.** Contractor warrants to the District that all materials and equipment furnished under the Contract will be of good quality and new, that the work will be free from defects in material or workmanship, and that the work will conform to the requirements of the Contract. Work not conforming to the Contract requirements may be considered defective.

If, within one (1) year after the date of final acceptance of the work by the District, any of the work is found to be defective, the Contractor shall correct it promptly after written notice from the District to do so and pay for any damage to other property resulting from the defective work. If the Contractor fails to correct the defective work, the District may correct it at the Contractor's expense. Work that is corrected shall be subject to a one-year warranty obligation, commencing on the date the work is corrected.

The requirements of this section relate only to the specific obligation to correct defective work and nothing in this section shall be construed to establish a period of limitation with respect to other obligations of Contractor under the Contract.

**12. CONDITIONS OF USE AND PRESERVATION OF PROPERTY.** Contractor shall assume full responsibility for protection and safekeeping of the materials and equipment stored on the site. In the event that any stored items or activities of the Contractor interfere with the District's operations, the Contractor shall move the items or modify the activities at its expense in accordance with District's direction.

Contractor shall exercise due care to avoid injury to existing improvements or facilities, utility facilities and adjacent property. Any injury to the property of the District or any other third party caused by Contractor's operations shall be restored or replaced at Contractor's expense.

**13. PROVISIONS APPLICABLE TO PUBLIC WORKS CONTRACTS.**

**13.1 CLAIMS PROCEDURES.** Compliance with all change order procedures is a prerequisite to filing a Public Contract Code Claim pursuant to this Section. Claims must be

submitted no later than (a) 30 days after change order negotiations and procedures are complete as per Section 5 or (b) 30 days after the occurrence of the event giving rise to the claim.

In accordance with the procedures set forth in Public Contract Code Sections 9204 and 20104-20104.6, a Contractor may submit a claim by registered or certified mail with return receipt requested, for one or more of the following: (a) a time extension, including, without limitation, for relief from damages or penalties for delay assessed by the District; (b) payment by the District of money or damages arising from work done by, or on behalf of, the Contractor pursuant to this contract and payment for which is not otherwise expressly provided or to which the Contractor is not otherwise entitled; or (c) payment of an amount that is disputed by the District.

The Contractor shall furnish reasonable documentation to support the claim, including but not limited to: 1) a clear, concise recital of the basis upon which the claim is asserted, including a designation of the provisions of the Contract upon which the claim is based, 2) a statement as to the amount of time and/or compensation sought pursuant to the claim; 3) whether the Contractor's claim arises from an ongoing occurrence, and if so a description of the specific Work activities affected by the claim, 4) a time impact analysis in the event that Contractor requests a time extension, 5) full and complete cost records supporting the amount of any claim for additional compensation, and 6) a notarized certification by the Contractor as follows: "Under the penalty of law for perjury or falsification and with specific reference to the California False Claims Act, Government Code Section 12650 et seq., the undersigned hereby certifies that the information contained herein is a true, accurate and complete statement of all features relating to the claim asserted." Failure by the Contractor to provide sufficient documentation will result in denial of the claim. The District reserves the right to request additional documentation, or clarification of the documentation provided.

Upon receipt of a claim, the District will conduct a reasonable review and provide a written statement to the Contractor identifying what portion of the claim is disputed and what portion is undisputed within 45 days of receipt of the claim. The District and Contractor may, by mutual agreement, extend the 45 day time period. For any undisputed portion of a claim, the District must make payment within 60 days of its issuance of the written statement.

If the Contractor disputes the District's written statement, or if the District fails to respond, the Contractor may demand an informal conference to meet and confer for settlement of the issues in dispute. The District will then schedule the meet and confer conference within 30 days of the demand. Within 10 business days following the meet and confer conference, the District will provide a written statement identifying the portion of the claim that remain in dispute. Any payment due on an undisputed portion of the claim will be made within 60 days of the meet and confer conference.

After the meet and confer conference, any disputed portion of the claim shall be submitted to non-binding mediation. Alternatively, upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable. If mediation is unsuccessful, the parts of the claim that remain in dispute shall be subject to applicable procedures set forth below.

Failure of a public entity to respond to a claim within the time periods described above shall result in the claim being deemed rejected in its entirety. Additionally, amounts not paid in a timely manner shall bear interest at 7 percent per year.

In the event that the mediation is unsuccessful, Contractor must file a government claim pursuant to Government Code Sections 910 et seq. in order to initiate a civil action.

In any civil action filed to resolve claims, the court shall submit the matter to nonbinding mediation within 60 days following the filing or responsive pleading, provided that the parties have not already participated in mediation of the claim as outlined above. If the matter remains in dispute after nonbinding mediation, the court shall submit the matter to judicial arbitration pursuant to Code of Civil Procedure Section 1141.10 et seq. If the matter remains in dispute after judicial arbitration, the District or the Contractor may request a trial de novo.

**13.2 UTILITY RELOCATION.** Pursuant to California Government Code Section 4215, if during the course of the work the Contractor encounters utility installations which are not shown or indicated in the contract plans or in the specifications or which are found in a location substantially different from that shown, and such utilities are not reasonably apparent from visual examination of the work site, then it shall promptly notify the District in writing. Where necessary for the work of the Contract, the District will amend the contract to adjust the scope of work and the compensation to allow the Contractor to make such adjustment, rearrangement, repair, removal, alteration, or special handling of such utility, including repair of the damaged utility. If the Contractor fails to give the notice specified above and thereafter acts without instructions from the District, then it shall be liable for any or all damage to such utilities or other work of the Contract which arises from its operations subsequent to the discovery, and it shall repair and make good such damage at its own cost.

**13.3 PUBLIC WORKS REGISTRATION.** The Contractor must be registered with the California Department of Industrial Relations pursuant to Labor Code Section 1725.5. This Contract is subject to monitoring and enforcement by the DIR pursuant to Labor Code Section 1771.4. The Contractor shall furnish the records specified in Labor Code Section 1776 directly to the Labor Commissioner, monthly in a format prescribed by the Labor Commissioner.

**13.4 USE OF SUBCONTRACTORS.** Contractor shall not subcontract any work to be performed by it under this Contract without the prior written approval of the District. Contractor shall be solely responsible for reimbursing any subcontractors and District shall have no obligation to them. Attention is directed to the requirements of Sections 4100 to 4113, inclusive, of the California Public Contract Code which are applicable to this Contract. Each Contractor shall list the name and business address of each subcontractor to whom the Contractor proposes to subcontract a portion of the work in an amount in excess of one-half of one percent (.5%) of the Total Contract Price, along with a description of the portion of the work which shall be done by each subcontractor, by executing the "List of Subcontractors" form attached to this Contract.

**13.5 CONTRACTOR'S LICENSE REQUIREMENTS.** Contractor and any approved subcontractors shall hold such current and valid Contractor's Licenses as required by California Law.

**13.6 NON-COLLUSION DECLARATION.** Pursuant to Public Contract Code Section

7106, Contractor shall execute a Non-Collusion Declaration, in a form provided by District, which is attached and incorporated herein.

**13.7 LABOR CODE REQUIREMENTS.** In the performance of this Contract, Contractor's attention is directed to the following requirements of the Labor Code:

A. Hours of Labor. Eight hours labor constitutes a legal day's work. Contractor shall forfeit, as penalty to District, \$25 for each worker employed in the performance of the Contract by Contractor or by any subcontractor under it for each calendar day during which such worker is required or permitted to work more than eight hours in any one day and 40 hours in any one calendar week in violation of the provisions of the California Labor Code and in particular, Sections 1810 to 1815, inclusive. Work performed by employees of the Contractor in excess of eight hours per day and 40 hours during any one week shall be permitted upon compensation for all hours worked in excess of eight hours per day at not less than one-and-one-half times the basic rate of pay, as provided in Section 1815.

B. Prevailing Wage Requirements. Under the provisions of the California Labor Code, the Director of the Department of Industrial Relations has determined the prevailing rate of wages for the locality in which the Scope of Work is to be performed and AGENCY has adopted that prevailing rate of wages. A copy of the prevailing wage rates can be found online at <http://www.dir.ca.gov/dlsr/pwd>. A copy of those prevailing wage rates must be posted at the jobsite by Contractor. Contractor and its subcontractors must comply with Labor Code Section 1775 regarding the payment of prevailing wages. Contractor shall forfeit as a penalty to AGENCY \$25 for each worker employed in the execution of the Scope of Work by Contractor or any subcontractor under it for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one (1) calendar day and forty (40) hours in any one calendar week in violation of the provisions of the Labor Code, in particular, Section 1810 to Section 1815 thereof, inclusive, except that work performed by employees of Contractor in excess of eight (8) hours per day and forty (40) hours during any one (1) week shall be permitted upon compensation for all hours worked in excess of eight (8) hours per day at not less than one and one half (1½) times the basic rate of pay as provided in Section 1815.

C. Payroll Records. Contractor's contractors shall keep an accurate payroll record, containing the information, prepared in a format, verified by written declaration, made available for inspection and marked to prevent disclosure of individual worker information upon making it available for inspection, and shall inform AGENCY of the location of payroll records and any change in location, all in accordance with the requirements of Labor Code Section 1776 and subject to penalties to be forfeited to AGENCY as provided therein. The payroll records shall be submitted monthly to AGENCY and directly to the Labor Commissioner.

D. Location of Records. The Contractor shall inform the District of the location of records enumerated under subdivision (a), including the street address, city and county, and shall, within five working days, provide a notice of a change of location and address.

E. Preservation of Records. The Contractor and each subcontractor shall preserve their payroll records for a period of three (3) years from the date of completion of the Contract.

F. Labor Non-discrimination. Attention is directed to Section 1735 of the Labor Code

which provides that Contractor shall not discriminate against any employee or applicant for employment because of race or color, religion, physical or mental disability, national origin or ancestry, medical condition, marital status or sex of such persons, except as provided in Section 12940 of the Government Code. Contractor further agrees to include a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

**13.8 EXCAVATION.** If applicable, in accordance with state law (Public Contract Code Section 7104), with respect to any work involving digging trenches or excavations that extend deeper than four feet, the Contractor shall notify the District promptly in writing of any of the following conditions: (a) material that the Contractor believes may be hazardous waste, as defined in California Health and Safety Code Section 25117, that is required to be removed to a Class I, Class II or Class III disposal site in accordance with provisions of existing law; (b) subsurface or latent physical conditions at the site differing from those indicated; (c) unknown physical conditions at the site of any unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract Documents. Contractor shall notify the District of such conditions prior to disturbing them, and shall await direction from the District as to how to proceed.

**13.9 TRENCH SAFETY.** For all contracts over \$25,000, excavation for any trench 5 feet or more in depth shall not begin until the Contractor has received approval from the District, of the Contractor's detailed plan for worker protection from the hazards of caving ground during the excavation of such trench. Such plan shall be submitted at least 5 days before the Contractor intends to begin excavation for the trench and shall show the details of the design of shoring, bracing, sloping or other provisions to be made for worker protection during such excavation. No such plan shall allow the use of shoring, sloping or a protective system less effective than that required by the Construction Safety Orders of the Division of Industrial Safety; and if such plan varies from the shoring system standards established by the Construction Safety Orders, the plan shall be prepared and signed by an engineer who is registered as a Civil or Structural Engineer in the State of California. Attention is directed to the provisions of Section 6705 of the Labor Code concerning trench excavation safety plans.

#### **13.10 INTENTIONALLY BLANK.**

**13.11 RETENTION OF PROGRESS PAYMENTS.** The District may retain five percent (5%) of the estimated value of the work done and five percent (5%) of the value of materials estimated to have been furnished and delivered and unused, or furnished and stored as part security for the fulfillment of the Contract by the Contractor. Any time after fifty percent (50%) of the work has been completed, if the District finds that satisfactory progress is being made, the District may make any of the remaining progress payments in full for actual work completed in accordance with Public Contract Code Section 9203.

Pursuant to Public Contract Code Section 22300, the Contractor may elect, in lieu of having progress payments retained by the District, to deposit in escrow with the District, or with a bank acceptable to the District, securities eligible for investment under Government Code Section 16430, bank or savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the Contractor and the District. If the Contractor elects to submit securities in lieu of having progress payments retained by the District, the Contractor shall, at the request of any subcontractor performing more than 5% of the

Contractor's total bid, make the same option available to the subcontractor.

14. **COMPLIANCE SAFETY REQUIREMENTS.** The Contractor shall promptly and fully comply with and carry out, and shall without separate charge therefore to the District, enforce compliance with the safety and first aid requirements prescribed by applicable State and Federal laws and regulations, rules and orders and as may be necessary to ensure that all Construction Work shall be done in a safe manner and that the safety and health of the employees, agents and the people of local communities is safeguarded. Compliance with the provisions of this Section by subcontractors shall be the responsibility of the Contractor. All installed, dismantled, and removed material, equipment and facilities, without separate charge therefore to the District, shall fully conform with all applicable State and Federal safety laws, rules, regulations and orders and it shall be the Contractor's responsibility to furnish only such material, equipment and facilities.

15. **COMPLIANCE WITH ALL APPLICABLE LAWS.** Contractor shall comply with all the applicable requirements of federal, state and local laws, statutes and ordinances relative to the execution of the work. In the event Contractor fails to comply with these requirements, the District may stop any work until such noncompliance is remedied. No part of the time lost due to any such cessation of the work shall be made the subject of a claim for an extension of time or increase in the compensation.

16. **CONTRACTOR'S STATUS.** Neither Contractor nor any party contracting with the Contractor shall be deemed an agent or employee of the District. The Contractor is and shall be an independent contractor, and the legal relationship of any person performing services for Contractor shall be one solely between said parties.

17. **ASSIGNMENT.** Contractor shall not assign any of its rights nor transfer any of its obligations under this Agreement without the prior written consent of District.

18. **RECORDS.** During the term of this Contract, Contractor shall permit representatives of District to have access to, examine and make copies, at District's expense, of its books, records and documents relating to this Contract at all reasonable times.

19. **DISTRICT WARRANTIES.** The District makes no warranties, representations, or agreements, either express or implied, beyond such as are explicitly stated herein.

20. **DISTRICT REPRESENTATIVE.** Except when approval or other action is required to be given or taken by the Board of Directors of the District, the General Manager of the District, or the General Manager's designee, shall represent and act for the District.

21. **NOTICES.** All notices and communications deemed by either party to be necessary or desirable to be given to the other party shall be in writing and may be given by personal delivery to a representative of the parties or by mailing the same postage prepaid, addressed as follows:

If to the District:

Westborough Water District  
2263 Westborough Blvd.  
P.O. Box 2747  
South San Francisco, CA 94083-2747

ATTENTION:

Patricia Mairena, General Manager



If to the Contractor:

Calcon Systems, Inc.  
12919 Alcosta Blvd.  
San Ramon, CA 94583

ATTENTION:

Branden Powell

The address to which mailings may be made may be changed from time to time by notice mailed as described above. Any notice given by mail shall be deemed given on the day after that on which it is deposited in the United States Mail as provided above.

**22. ATTORNEYS' FEES.** If any legal proceeding should be instituted by either of the parties hereto to enforce the terms of this Contract or to determine the rights of the parties thereunder, the prevailing party in said proceeding shall recover, in addition to all court costs, reasonable attorneys' fees.

**23. APPLICABLE LAW.** This Contract, its interpretation and all work performed thereunder, shall be governed by the laws of the State of California.

**24. BINDING ON SUCCESSORS.** All of the terms, provisions and conditions of this Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns and legal representatives.

IN WITNESS WHEREOF, the parties hereto have executed this Contract by their duly authorized officers as of the day and year first above written.

**WESTBOROUGH WATER DISTRICT**

**CONTRACTOR**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\*By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary for District

APPROVED AS TO FORM:

\_\_\_\_\_  
Attorney



CALCON SYSTEMS INC.  
12919 Alcosta Blvd Ste 9  
San Ramon CA 94583  
www.calcon.com

**Quotation**  
Quote ID: 8b65659c  
Date 7/8/2025

To  
Westborough Water District  
P.O. Box 2747, South San Francisco, CA 94083  
  
Ship To

ATTN  
Patricia Mairena  
General Manager  
pmairena@westboroughwater.org  
[650-589-1435](tel:650-589-1435)

Subject  
**Westborough Pump Station Project - Add Ons**

Description

This quotation is provided per the site walk performed on July 2nd with Daly City. During the site visit, we noted multiple items that should be addressed before the project progresses further. These items are as follows:

**\*\*Two (2) New Submersible Level Transducers:\*\***

Replacing these now will ensure they are calibrated and functional with the new system. We achieved excellent results by replacing the ones at Rowntree, and this proactive measure will also help minimize site downtime during the project.

**\*\*Send I/O to existing HSQ Telemetry:\*\***

Daly City is not yet prepared to take the sites off HSQ control. This connection is necessary to ensure signals from the station are visible on the existing HSQ system.

**\*\*Add New Bypass Controls to New VFD Cabinets (x3):\*\***

Incorporating these controls will enable the customer to operate a pump if a VFD unit fails. The customer currently has this capability with existing equipment, but it is old and outdated from when the station was originally built.

Should you have any questions or require further clarification, please do not hesitate to reach out.

Quote Items

Item	Description	Price Ea	Quantity	Subtotal
1	Level Transducers <i>Includes level transducers, conduit, junction boxes, and wiring</i>	\$10,375.00	1	\$10,375.00
2	HSQ Add On	\$9,980.00	1	\$9,980.00
3	Across the Line Bypass to VFD cabinets	\$12,500.00	3	\$37,500.00

Total: **\$57,855.00**

Terms  
Net-30 Days  
This quote is valid for 30 days unless otherwise noted above.

Quote ID: 8b65659c  
Version: 1  
Created: 7/8/2025 2:22:41 PM

For questions please contact:  
Branden Powell  
bpowell@calcon.com  
[925-570-4323](tel:925-570-4323)

Submit PO to  
CALCON SYSTEMS INC.  
12919 Alcosta Blvd Ste 9  
San Ramon CA 94583  
Phone (925) 277-0665  
[www.calcon.com](http://www.calcon.com)  
Lic. C-10 #508284

**AMENDMENT NO. 1**  
**CONTRACT FOR PROFESSIONAL SERVICES**

This Amendment No. 1 is made as of August 15, 2025, with respect to that certain Public Works Contract ("Agreement") by and between the Westborough Water District ("District") and CALCON SYSTEMS, INC., a California corporation ("Contractor") dated June 1, 2025.

**RECITALS**

- A. The District and CONTRACTOR entered into the Agreement on July 1, 2025 regarding an upgrade to the pump control systems at the Westborough Lift Station.
- B. The District and CONTRACTOR now desire to amend the Agreement to have CONTRACTOR perform additional services, pursuant to a quotation submitted by CONTRACTOR, dated July 8, 2025 (the "July 2025 Proposal").

**NOW, THEREFORE**, in consideration of their mutual covenants, the District and CONTRACTOR do hereby agree as follows:

- 1. Section 1, Scope of Work, of the Agreement is amended as of August 15, 2025, to add the services described in the July 2025 Proposal, which is attached hereto as Exhibit A and incorporated by reference. Said services include installation of a level transducers, HSQ additions, and an across-the-line bypass to the VFD cabinets at the District's Westborough Lift Station.
- 2. Section 3, Schedule, is amended by adding the following language: "Consultant shall begin work on the services described in Exhibit A upon execution of this Amendment No.1 and shall complete such work by July 1, 2026.
- 3. Section 3, Compensation, is amended by adding the following language at the end of the provision: "Notwithstanding the foregoing, with regard to the services described in Exhibit A, the Total Contract Price is increased by \$57,855.00 to \$340,740.00."
- 4. Agreement. Other than the Amendments set forth above, no other provisions of the Agreement are amended and all other provisions of the Agreement, not in conflict, are in full force and effect.

**IN WITNESS WHEREOF**, the parties have executed this Amendment No. 1 as of the date set forth above.

**WESTBOROUGH WATER DISTRICT:**

**CALCON SYSTEMS, INC.**

\_\_\_\_\_  
Don Amuzie, Board President

\_\_\_\_\_  
By: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Attorney





THE

# Water Faucet

AUGUST 2025 / THE OFFICIAL NEWSLETTER OF



#### Street Address

2263 Westborough Blvd.  
So. San Francisco, CA 94080

#### 24-Hour Phone

650-589-1435

#### Fax

650-589-5167

#### Email

WWD@WestboroughWater.org  
(email address is NOT case sensitive)

#### Website

WestboroughWater.org  
(website address is NOT case sensitive)

Visit our website for  
updated information,  
water conservation tips,  
rebate forms, and much more!

#### WWD Board Meetings

The Westborough Water District  
board meetings are held on the  
second Thursday of every month  
at the District office. The meeting  
begins at 7:30 p.m. and the  
public is encouraged to attend.

#### WWD Board of Directors

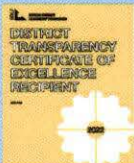
Don Amuzie  
**President**

Perry H. Bautista  
**Vice President**

Julie L. Richards  
Janet G. Medina  
Tom Chambers  
**Directors**

#### WWD Management

Patricia Mairena  
**General Manager**



## Reinvesting in Your Infrastructure

### Fiscal Year 2025-2026 Capital Improvement Projects

#### WATER INFRASTRUCTURE

At the May 8, 2025 meeting, the Board of Directors awarded a contract for the structural retrofit of Skyline Tank No. 3 to the lowest responsive bidder, Euro Style Management, Inc. The project consists of much-needed seismic improvements, which are necessary to provide more reliability in the event of an earthquake. The work includes seismic foundation retrofit, placing additional roof rafters, and coating the inside of the tank. The project is scheduled to kick off this month. In addition, the design phase of the work needed to be done to Skyline Tank No. 2 was also allotted for this fiscal year.

The District will also continue with its AMR (Automatic Meter Reading) meter replacement program. The Board of Directors approved \$200,000 in purchases of additional AMR meters. These automated meters replace manual meter reading and provide additional information which allows us to better monitor usage and investigate abnormalities.



#### SEWER INFRASTRUCTURE

At the June 12, 2025 meeting, the Board of Directors approved a 5-year Sewer Capital Improvement Plan. The District plans on spending \$1 million dollars per year for the next five years for much-needed improvements to its sewer infrastructure. These projects consist of telecommunications (SCADA) work to the Rowntree and Westborough Lift Stations and a couple of pipeline replacement projects on Olympic Drive (from Dublin Dr. to Westborough Blvd.) and Appian-280 Easement Sanitary Sewer Improvements.



For additional CIP projects information, please visit [WestboroughWater.org/CIP](https://WestboroughWater.org/CIP) ■



## Rate Increases

As a public agency, the District's water and sewer rates are determined by the cost of providing service. Last year, in accordance with Proposition 218, the District Board of Directors held a public hearing on July 12, 2024, and approved water and sewer rate increases for the next five years *(continued on inside)*

**WWD OFFICE HOURS: Monday-Friday, 8:00 am to 4:30 pm. Closed on holidays.**

6.C.1



## Concerned About Lead in Your Drinking Water?

Lead was used in many common products like paint and solder used to join plumbing pipes together. Lead pipes have been outlawed for many years but may still exist in older homes. Because the District has never had samples that exceeded the maximum contaminant level for lead, the District is under reduced monitoring by the State Water Resources Control Board, which requires us to collect 30 water samples every three years. The District will be collecting routine water samples in the Fall of 2025. ■



(Rate Changes... continued from front cover)

## Stay Connected with Customer Connect



WWD's Customer Connect is designed to provide you with direct, electronic communications in case of a service interruption, emergency, or other urgent information. By signing up for Customer Connect, you will receive District News Flashes by mobile text and/or email.

It's easy to sign up and you can unsubscribe at any time! Stay informed, stay connected! Visit [WestboroughWater.org/connect](https://WestboroughWater.org/connect) for more information. ■

beginning in fiscal year 2024/25 through 2028/29. The rate increases are based on an independent study that showed that current water and sewer rates were not adequate to cover future water and sewer system expenses. Based on the study, rate increases are necessary to: (a) enable the District to recover the rising costs of operations and maintenance; (b) fund deferred capital improvements; and (c) maintain emergency reserves.



### WATER RATES

Effective July 1, 2025, the new water rate is \$10.83 per 748 gallons.

### SEWER RATES



Effective July 1, 2025, the new sewer rate is \$13.45 per unit. This rate is applied to the amount of water consumed during January-February 2025 meter reading to determine the annual sewer charge collected on the upcoming property tax roll, with a minimum charge of \$161.40 per year. Because sewage is not metered, sewer flow is estimated using consumption during January and February of each year when the least amount of landscape irrigation occurs.

The new rates for water will appear on the September 2025 water bills. The revised sewer service charges will be reflected on the next property tax bill you receive.

For more information on the rate plan or to see the updated rates, visit [WestboroughWater.org/rates](https://WestboroughWater.org/rates) ■

## In the Event of an Earthquake, Will You Have Enough Drinking Water?

Be better prepared for an earthquake or emergency by keeping at least a 3-day water supply (one gallon per person per day, for drinking and sanitation; do not forget your pets). The following websites provide very helpful information, please visit:

- ➔ The San Mateo County Department of Emergency Management website at [smcgov.org/dem/prepare](https://smcgov.org/dem/prepare)
- ➔ The National Citizen Preparedness website at [ready.gov](https://ready.gov)

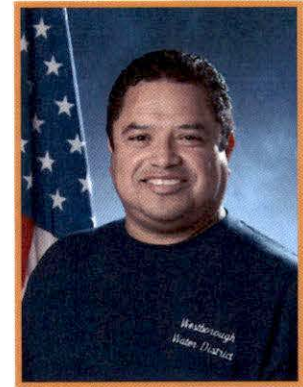




## ✓ District Staff Updates

After almost 24 years of service to the District, **Johnny Kennedy** retired from his position as the District's Field Supervisor on April 30, 2025. **Carlos Arias** (pictured at right), former Senior Maintenance Worker, was promoted to the position of Field Supervisor. Carlos has been an employee of the District for almost 23 years, and he is well qualified to take over this new leadership role.

Please join us in wishing Johnny a Happy Retirement and welcoming Carlos into his new position with the District!



## Rebates and Water Conservation

Please visit [WestboroughWater.org/rebates](https://WestboroughWater.org/rebates) to review the qualifications and to obtain rebate forms.



### HIGH-EFFICIENCY WASHING MACHINE REBATE PROGRAM

The District continues to offer one single rebate of **\$100 per washing machine** when you purchase a qualifying ENERGY STAR® label efficient clothes washer.



### HIGH-EFFICIENCY TOILET (HET) REBATE PROGRAM

In a continuing effort to help our customers reduce water consumption, the District also continues to offer a rebate of **\$50 per toilet** if you replace a toilet with a water-efficient model.

**FREE!**

## Water Conservation Products Are Still Available!

Please telephone the District ahead to arrange contact-free pick up of your **FREE** water conservation products. Please request only the items you will use. **Maximum one of each.**

More details available at [WestboroughWater.org/conservation](https://WestboroughWater.org/conservation)

#### For Your Home



Cold Water Catcher Bucket

#### For Your Garden



Multi Spray Pattern Garden Nozzle

#### For Your Kitchen



1.5 GPM Dual Function Aerator

#### For Your Bathroom



1.5 GPM Low-flow Shower Head



1.0 GPM Needle Spray Aerator



Toilet Dye Strips Leak Detection

DISCLAIMER: ITEMS MAY VARY FROM PICTURES DISPLAYED.



# OPTIONS FOR PAYING YOUR BILL

The District offers multiple options for paying your water bill: online, phone, mail, and in-person. Learn more about these options, as well as credit card and debit card processing fees at:

**[WestboroughWater.org/rates](https://WestboroughWater.org/rates)**



## WWD DIRECT PAYMENT (ACH)

**This service will continue to be TOTALLY FREE to customers!**

You may sign up for our Direct Payment Program from your checking or savings account. For your convenience, we have included the ACH form with this newsletter. *By using ACH, your bank account will be charged **on the due date** of the bill, thus avoiding any late fees and additional credit card fees!*

*Note: for ACH we will not debit your account until the due date, or the last day you can pay your bill without a late charge.*

**IMPORTANT:** *If you already signed up for this service, there is no need to complete another form (unless your banking information has changed).*

*Just fill out the enclosed form and return it to us!*



SAFETY IS IN YOUR HANDS.  
EVERY DIG. EVERY TIME.

**For your safety, always call before you dig!**

Dial 811 or submit a ticket at **[usanorth811.org](https://usanorth811.org)** and your local utilities will be contacted to come out and mark their facilities in the area you plan to dig.

## See Something? Call Us!

To report any water or sewer pipe break emergencies, please contact the District office 24-hours a day, 7-days a week at: **650-589-1435**



## Update Your Customer Info

Does WWD have your current phone number on file? WWD would like to make sure it can contact you in case of an emergency. You can update the phone number on your account by calling WWD at (650) 589-1435 or visiting

**[WestboroughWater.org/contact](https://WestboroughWater.org/contact).**

Please have your account number ready.





## AGREEMENT AUTHORIZING DIRECT PAYMENTS (ACH DEBITS) OF WATER AND METER SERVICE FEES AND CHARGES

1. **Authorization.** I, \_\_\_\_\_ hereby authorize Westborough Water District (District), through its financial institution, to implement a direct payment procedure for water and meter service fees and charges, through ACH (Automated Clearing House) debit entries initiated by District to be debited against the bank account indicated below. Such ACH debit entries shall be made on a bi-monthly basis and in lieu of the physical mailing of the customers' payment.

2. **Bank Account**

- ☐ Checking Account  
☐ Savings Account

Banking Institution Name \_\_\_\_\_

Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

3. **Water Service Account**

Name (on the account) \_\_\_\_\_

Account Number \_\_\_\_\_

Service Address \_\_\_\_\_

4. **Termination of this Authorization**

This authorization is to remain in full force and effect until District has received written notice of termination. The termination shall be effective two weeks after the District receives such written notice.

I agreed to all the above,

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE:** ALL DEBIT AUTHORIZATION **MUST** PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED ABOVE.

**PLEASE ATTACH A VOIDED CHECK TO THIS FORM**





# THE Water Faucet

AUGUST 2025 / THE OFFICIAL NEWSLETTER OF



## *Inside*

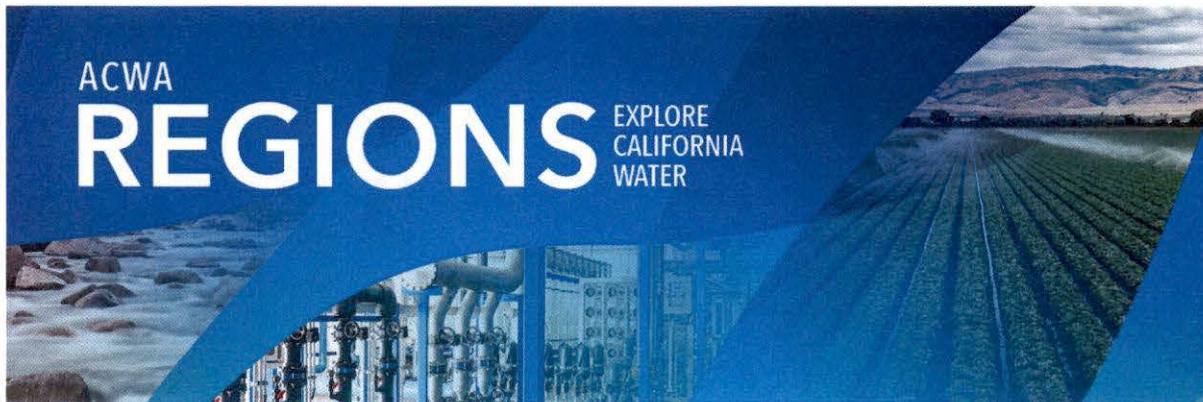
- ▶ FY 2025-2026 Capital Improvement Projects
- ▶ Rate Increases
- ▶ Concerned About Lead in Your Drinking Water?
- ▶ Emergency Water Storage
- ▶ District Staff Updates
- ▶ Water Conservation and Rebate Programs
- ▶ Options for Paying Your Bill

*Delivering Quality for You Since 1961*

2263 Westborough Boulevard  
P.O. Box 2747  
South San Francisco, CA 94083-2747



**From:** ACWA Regions <events@acwa.com>  
**Sent:** Thursday, July 24, 2025 10:03 AM  
**To:** Patricia Mairena  
**Subject:** Registration Open - ACWA Region 5 Event and Tour!



## ***Exploring SFPUC's Water Infrastructure & Fire Resilience***

***Presented by ACWA Region 5 in partnership with SFPUC***

### **Thursday - Networking Reception**

September 25, 5 p.m. - 7 p.m.  
131 Gough Street, San Francisco

### **Friday - Program & Tour**

September 26, 9:00 a.m. – 2:30 p.m.  
SFPUC  
525 Golden Gate Avenue, San Francisco

Join ACWA Region 5 and the San Francisco Public Utilities Commission (SFPUC) for an inside look at the essential water systems that sustain and safeguard San Francisco. This two-day event kicks off with a networking reception on Thursday, September 25, followed by a full program on Friday, September 26, featuring:

✓ Insights into SFPUC's role in climate resilience, sustainability, and water innovation, from drinking water to wastewater management.



- ✓ A deep dive into SFPUC's auxiliary fire suppression system, including how it works, its history, and the costs of maintaining critical infrastructure.
- ✓ Opportunities to connect with experts and peers shaping the future of water in the region.

Stay tuned for additional details. **Preliminary Program Agenda coming soon!**

**REGISTER HERE**

**Questions:** Contact Jennifer Rotz, Senior Regional Affairs Representative at [jenniferr@acwa.com](mailto:jenniferr@acwa.com) or (916) 669-2373.

**ACWA REGION 5 BOARD 2024-2025**

**Chair:** John L. Varela, Valley Water • **Vice Chair:** Sarah Palmer, Zone 7 Water Agency  
**Board Members:** Mary Bannister, Pajaro Valley Water Management Agency; Antonio Martinez, Contra Costa Water District; John Muller, Coastside County Water District; John H. Weed, Alameda County Water District; Floyd Wicks, Montecito Water District

Event underwritten by ACWA Region 5

Learn about sponsorship opportunities [here](#).

**Sponsored by:**



**ACWA Region 3**  
**Big Impact on a Small Budget: Grant Strategies for**  
**Resource-Strapped Agencies**

August 20, 2025 • 10:00 a.m. – 11:30 a.m.

**PROGRAM AGENDA**

- 10:00 a.m. Welcome Remarks  
**Larry McKenney**, Chair, ACWA Region 3
- 10:05 a.m. Big Impact on a Small Budget: Grant Strategies for Resource-Strapped Agencies
- Moderator*  
**Nicholas Schneider**, General Manager, Georgetown Divide Public Utility District
- Panelists*  
**Kim Boyd**, Director of Strategic Affairs, Tahoe City Public Utility District  
**Robert A. Heather, E.I.T.**, Water Resources Engineer, Zanjero  
**Ian Lyle**, Director of Federal Relations, ACWA
- 11:25 a.m. Concluding Remarks  
**Michael Saunders**, Vice Chair, ACWA Region 3

**ACWA REGION 3 BOARD 2022 – 2023**

**Chair:** Joshua Alpine, Placer County Water Agency • **Vice Chair:** Michael Minkler, Calaveras County Water District  
**Board Members:** Jim Abercrombie, El Dorado Irrigation District; Sean Barclay, Tahoe City Public Utility District; Jennifer Hanson, Nevada Irrigation District; Larry McKenney, Amador Water Agency; Michael Saunders, Georgetown Divide Public Utility District

Webinar Presented by ACWA Region 3

2025 FALL CONFERENCE & EXPO

# MARK YOUR CALENDAR

December 2 - December 4  
San Diego, CA

[HOME](#) / [EVENTS](#) / [CONFERENCES](#) / 2025 FALL CONFERENCE & EXPO

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.

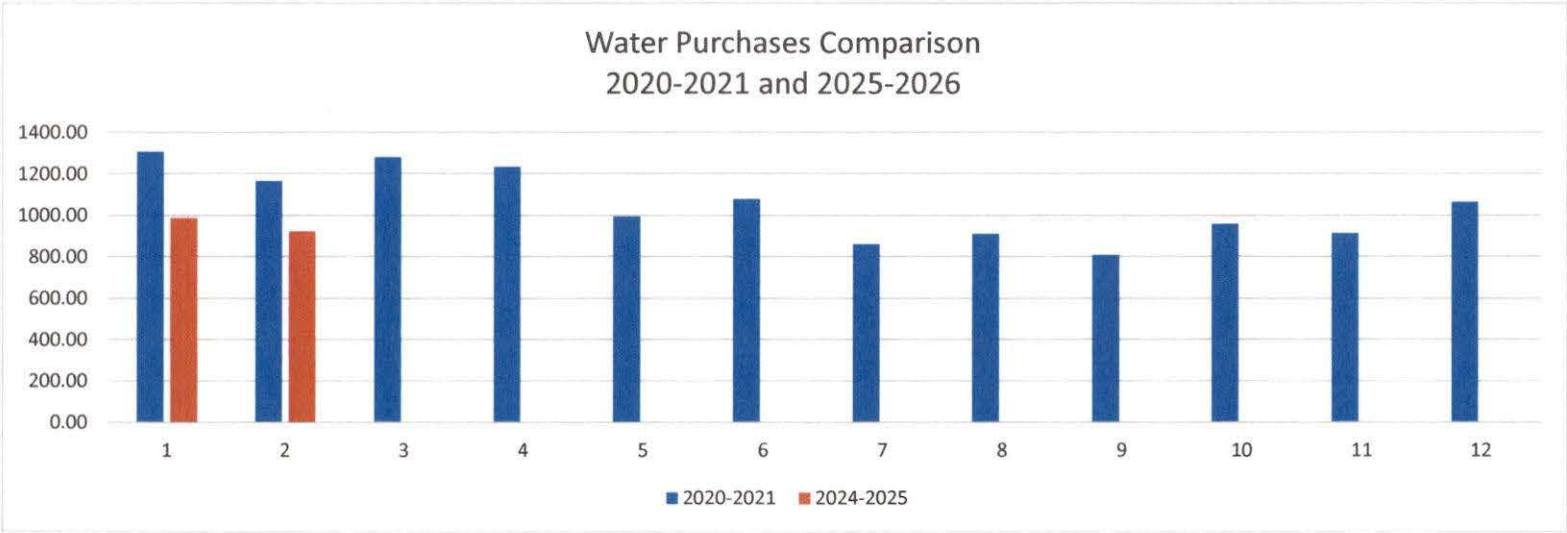




Water Purchases Comparison 2020-2021 to 2025-2026

FY 2020-2021				FY 2025-2026				Comparison
Period	HCF Purchased	No. of Days Billed	HCF per Day	Period	HCF Purchased	No. of Days Billed	HCF per Day	HCF Per Day Difference
06/05/20 to 07/07/20	43157	33	1307.79	06/05/25 to 07/07/25	32635	33	988.94	-318.85
07/08/20 to 08/06/20	34995	30	1166.50	07/08/25 to 08/06/25	27691	30	923.04	-243.46
08/07/20 to 09/04/20	37162	29	1281.45					
09/05/20 to 10/06/20	39480	32	1233.75					
10/05/20 to 11/02/20	26876	27	995.41					
11/03/20 to 12/04/20	34525	32	1078.91					
12/05/20 to 01/04/21	26748	31	862.84					
01/05/21 to 02/01/21	25531	28	911.82					
02/02/21 to 03/04/21	25095	31	809.52					
03/05/21 to 04/05/21	30684	32	958.88					
04/06/21 to 05/05/21	27430	30	914.33					
05/06/21 to 06/03/21	30907	29	1065.76					
Total Purchases	382590	364	1051.07	Total Purchases	60326	63	957.56	

GPCPD YTD	53.11
GPCPD 24/25	50.64
GPCPD 23/24	50.29
GPCPD 22/23	49.46
GPCPD 21/22	50.62
GPCPD 20/21	58.30
GPCPD 19/20	59.11



## BAWSCA Meeting of 17 July 2025

I called the BAWSCA meeting on 17 July 2025 to order at 6:30 PM. Due to facilities issues (like last meeting) the meeting was held at a temporary, new location, the Chetcuti Room in Millbrae. We had one remote participant (Pat Showalter of Mountain View) who was in Columbus, Ohio at an event for her city. After the call to order, roll call, and salute to the flag I gave my opening remarks. I highlighted the meeting was going to be primarily about affordability (see SFPUC presentation plus past Board Member and public comment) and discussing the direction BAWSCA would be going in the future (Strategy 2050 discussion). After approving the consent calendar Erin Corvinova (SFPUC Financial Planning Director) gave the SFPUC report on affordability. SFPUC has had rate issues in the past, so they wanted to produce a metric to measure affordability and form a not to exceed target to help their customers. Basically, their measure they formed is what percent of household income which is being spent on water and sewer combined (since they put both on one bill). Since the income level affects affordability, they use two different income levels. They use the 40<sup>th</sup> percentile of income as a “typical” customer and the 20<sup>th</sup> percentile as a low-income customer. Their target is 3% of income or less for typical households and 7% of income or less for low-income customers (SFPUC also has some programs to help low-income folks but didn’t say much about them other than they were highly restricted by prop 218). Then, after considering their CIP, often in response to regulatory requirement, they plot estimated bills out for the next 20 years to see how they compare to their affordability targets. They have some real sewer issues and as of now are predicted to not meet their target starting in 2035 largely because of 10-15% increases in sewer rates from FYE 2027-FYE 3030. They need to report to their commission what can be done to better meet their affordability target in these out years. Erin did note that these calculations are only for retail customers (City residents) as they do not set retail rates for customers of their wholesale cities/agencies. We (BAWSCA customers) only pay our fair share, but that fair share does depend on SFPUC’s CIP. Still, we (BAWSCA cities/agencies) could consider doing similar calculations for our customers if affordability starts to become a problem.

Next Elizabeth Flegel, Mountain View Water Management Rep (WMR), gave her WMR report. She talked about water use by customers and how much of their growth will be coming in multifamily units. They currently have about 85,000 residents expected to grow to 148,000. She showed water use by source, which in the early days was primarily groundwater. They then started using SFPUC water but then had to get more from Valley Water as they grew. When ISGs were set up in the mid 70’s, Mountain View was one of the 4 agencies who had a minimum purchase requirement (MPQ) since they had multiple sources of imported water. Since then, we have had 4 major droughts during which conservation and water recycling has been stressed. Average demand for all BAWSCA agencies has declined, even with population growth.

Mountain View has been particularly efficient and has worked with Palo Alto on water recycling. Unfortunately, they have been so efficient that since 2010 they have had to pay \$15 million for water they have not used. The 2025 WSA amendment we (WWD) just approved recalculated the MPQ using the same methodology as before but with current baseline consumption figures. It will also allow periodic MPQ recalculations as that baseline shifts. Mountain View is happy with this and will continue to stress conservation and alternative supply, including more recycling work with Palo Alto.

Next Negin Ashoori led the discussion on Strategy 2050. WMRs have been working on this for the past 1+ year and will continue to do so. The Strategy will let the 17 currently in progress Projects and Actions (P&As) continue but has identified an additional 70 which could be considered. To show the process, 29 of these are going through the screening process. Ten are near term priority actions, 14 would have direct water supply benefit, 2 address the funding of P&As and 3 can be merged with other P&As. Negin reviewed many of these potential actions and sought the feelings of board members concerning priorities. WMRs and the BAWSCA board will continue to have discussions on priorities and process.

Negin's discussion took us past 8:45 PM so we voted to extend the meeting 30 minutes. Kyle Ramey (BAWSCA Water Resources Analyst) gave a brief summation of the 2021-23 Drought Report which has been posted on the BAWSCA web site. There were many lessons learned, one of which was use of AMI data. Apparently, some vendors charge extra for the data collected or in processing queries using that data. One agency downloads the data daily so they can analyze it on an as needed basis. Agencies need to tailor their AMI purchases/contract to their own needs. After Kyle, Tom Smegal gave his CEO report and Nathan Metcalf gave a closed session brief on the State Water Board Cases and the FERC relicensing of Don Pedro. We had a few brief comments from the Board (including John Weed mentioning the next ACWA Region 5 meeting/tour would be at SFPUC on September 25-26). The meeting was adjourned at 9:19 PM. Our next meeting will be September 18, 2025, at our "usual" Burlingame location.