

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, October 9, 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 September 11, 2025.

B. Accountant's Report for Period Ending August 31, 2025.

C. Investment Report for Period Ending September 30, 2025.

D. Claims Register for September 30, 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: None

7. WRITTEN COMMUNICATIONS: None

8. ATTORNEY'S REPORT:

9. GENERAL MANAGER'S REPORT:

A. Engineer's Report (Pakpour).

1. Update on Skyline No. 3 Retrofit Project and Progress Payment No. 1.
2. Update on Appian-280 Easement Sanitary Sewer Improvements.

B. Report on District's Water Conservation for September 2025.

C. Report of Car Hitting Fire Hydrant Near 3606 Baldwin Hills Court.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Report on BAWSCA Meeting of September 18, 2025 (Chambers).

B. ACWA Region 5 Program and Tour - Exploring SFPUC's Water Infrastructure and Fire Resilience, San Francisco, CA, September 26, 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. 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, September 11, 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
Carlos Arias, Field Supervisor
Wendy Bellinger, Office Supervisor
Patricia Mairena, General Manager
Brandon Laurie, Engineer (via Zoom)

Visitors Present: Sergio Medina

2. PLEDGE OF ALLEGIANCE: Led by Director Chambers.

3. CONSENT CALENDAR:

President Amuzie presented the Consent Calendar.

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

The motion was carried unanimously.

4. PUBLIC COMMENT: None

5. BUSINESS (OLD): None

6. BUSINESS (NEW):

A. Approve Contract with Hurley Diesel and Power, LLC to Perform Service on Generators at the Westborough, Rowntree, and Avalon Lift Stations.

General Manager Mairena told the Board that yearly maintenance to the sewer lift station generators had been performed by a different company, and a purchase order had been prepared for their work; however, Sanitation had requested the District use a different company, Hurley Diesel and Power LLC, since they had provided better quoted prices. General Manager Mairena explained that the quote for the Avalon Lift Station was a bit higher than normal, due to the need to replace hoses and other older parts, so she wanted to bring it for the Board to review, and in addition, Attorney Conneran had recommended that an agreement be drawn with the new company. General Manager Mairena reviewed all three quotes with the Board and mentioned that while there was a line item in the budget for generator maintenance, the total would exceed that amount. General Manager Mairena stated that Patrick Sumner, from Daly City Sanitation, had recommended that, in the future, the District should budget a higher amount, since the generators were getting older and because they were essential for the lift stations operations.

Director Chambers inquired about the other two stations' hoses. General Manager Mairena replied that apparently those were in good shape and there was no need for replacement. Director Chambers asked about maintenance for the Volvo generator at the District's office. General Manager Mairena replied that just recently, Tyrone from TelStar had brought someone new to service it, since the owner of the former company he used had retired. Field Supervisor Arias stated that this generator is tested once a month.

General Manager Mairena asked if there were any other questions. Director Bautista inquired if Daly City Sanitation recommended this new company. General Manager Mairena replied that it was, and Daly City was switching the servicing of their generators to them.

Director Chambers moved to Approve the Contract with Hurley Diesel and Power, LLC to Perform Service on Generators at the Westborough, Rowntree, and Avalon Lift Stations in the Amount not to exceed \$16,906.14 , seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena thanked the Board.

7. WRITTEN COMMUNICATIONS:

A. Letter Dated August 18, 2025, from the SWRCB Approving the Cross-Connection Control Plan for the District.

General Manager Mairena mentioned that the letter of approval in the board packet from the State Water Resources Control Board (SWRCB) was in response to the filing of the Cross Connection Control Plan for the District which had been prepared by SoCal. General Manager Mairena stated that the plan would need to be amended to replace Donald Louie's name with Tyler Armstrong's since he had passed his cross-connection specialist certification, and was a full-time employee of the District.

General Manager Mairena stated that the next step for the District would be to obtain staff training on hazard assessments. General Manager Mairena reported that she had received a quote of around \$80K (actually \$154,300) for SoCal to conduct a 4-year hazard assessment of all service connections, and she had replied to them that this amount was not feasible for the district, and our staff just needed to be trained on conducting the hazard assessments. General Manager Mairena said that SoCal would be submitting a quote for a 4-day training, which she would be bringing to the Board at a later date.

8. ATTORNEY'S REPORT:

Attorney Conneran reminded the Board that every year, the District adopts a new calculation of the limitation of expenditures, known as the Gann limit) and addressed a question brought up by Director Chambers on what is it that we are limiting the expenditures. Attorney Conneran explained that the key term was "Proceeds of Taxes or Tax Revenue," and the District is not supposed to spend more of the Proceeds of Taxes or Tax Revenue than the Gann limit. Attorney Conneran explained how the Gann limit goes up every year based on inflation and change in population, and tax revenue collected by the District goes up only if there are assessments.

Attorney Conneran referred to the Patz case he mentioned last month and mentioned that the District has been smart and careful on how rates were set by using fixed rates, but that other districts had been experimenting with variable rates, which must be reasonable and proportional. Attorney Conneran stated that this case struck down the rates that were being

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Minutes of the Regular Meeting of the Board of Directors

Thursday, September 11, 2025

charged by the City of San Diego, and that the dissenting judge on the ruling of 2-1 was very critical of the majority opinion. Attorney Conneran said the Court had told the City of San Diego what they could not do, but did not tell them what they could do.

Attorney Conneran stated that the takeaways were: tiered rates are challenging to support and there is no single method that has been rubber-stamped by the courts. Attorney Conneran also stated the San Diego customers are not getting a refund check, since under SB 1072, the agency had to factor those costs into future bills to give back to the ratepayers. Attorney Conneran also mentioned that the District's customers were so good about conserving water that the District did not need to create a punitive rate scheme to get them to conserve.

Attorney Conneran also noted that it would be another year and a half or two years before a decision was reached if the Supreme Court decided to take the case on appeal.

9. GENERAL MANAGER'S REPORT:

A. Engineer Report (Pakpour).

General Manager Mairena asked Engineer Laurie if he could present. Engineer Laurie apologized for not being present at the meeting.

Engineer Laurie provided an update on the Appian Sewer Main Replacement Project which runs cross-country down from Appian and parallel to the I-280 freeway. Engineer Laurie mentioned that the survey is almost completed, and once that is done, then they can move into the design phase.

Engineer Laurie reported on the other project, the Skyline Tank No. 3 Retrofit was moving a little bit slow due to the construction of the micropiles for the tank foundation; however, it was still on schedule. Engineer Laurie mentioned that there will be 27 micropiles installed around the tank, and this week, the contractor had installed 3 sacrificial piles for testing to make sure they meet the structural engineering calculations. Engineer Laurie also mentioned that the testing would occur early next week, and once they passed, the contractor would proceed with the installation of the micropiles and foundation.

Engineer Laurie recalled to the Board that at the last meeting he had had mentioned that a progress payment would be presented at this board meeting; however, the contractor had elected to delay the first progress payment until next month's meeting, since the work they

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Engineer Laurie recalled to the Board that at the last meeting he had mentioned that a progress payment would be presented at this board meeting; however, the contractor had elected to delay the first progress payment until next month's meeting, since the work they had done so far was minimal, including some potholing. Engineer Laurie stated that hopefully, at the next meeting, they will have that progress payment as well as some photos to share with the Board.

Lastly, Engineer Laurie extended an invitation to the directors to visit the site to see what is going on, and asked that they wear appropriate shoes and the protective gear they will provide to them. Engineer Laurie told the directors, if they were interested, to contact General Manager Mairena so that the visit could be coordinated with their inspector.

Engineer Laurie asked if there were any questions.

General Manager Mairena mentioned the invoices that were received by the District for conduit relocations done by TelStar which amounted to close to \$26K, with additional work to be done once these were moved back. Engineer Laurie explained that the conduits relocation was not part of the scope of the contractor's work, and that they felt that when doing retrofit work, it was best for all of their Districts to use their own electricians who were familiar with the work to do conduit relocations. Engineer Laurie pointed out that whether the contractor was to hire an electrician or the District had its electrician do the work, the District would end up paying to have the relocation job done, and the cost would not necessarily be counted as part of the project. General Manager Mairena asked Director Chambers if he cared to comment, as her thoughts were that it should be part of the project, since it was not maintenance related.

Director Chambers stated that it was a different project, but it should definitely be part of this project. Engineer Laurie clarified that it was up to the District to code the cost anyway it chose fit, but he wanted to point out the job was not part of ESM's contract. Director Chambers also stated that the cost should be added to the CIP, and the projects should be adjusted accordingly in order to make sure not to exceed the budgeted CIP total.

Engineer Laurie clarified that the scope that was on the plan was for the electrical that was around the tank to be removed and relocated, and it did not state anything about the underground electrical to be removed and relocated. Carlos mentioned that there were conduits in the back that were not on the original plan, and those also needed to be relocated. Engineer Laurie replied that happened to be one of their unknowns. Carlos confirmed that according to inspector Hamed Khatibi, those conduits were on the way of the excavation.

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B. Report on District's Water Conservation for August 2025.

General Manager Mairena displayed the monthly comparison chart of water use and reported that water consumption for August 2025 had gone down in comparison to the base period SFPUC is using for comparison as the District customers continued to conserve. Director Chambers pointed out that the GPCPD (gallons per capita per day) was higher and that hopefully, with the end of summer and a low January-February, this figure would go down.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Update on ACWA 2025 Board Officers' and Region Election (Amuzie).

President Amuzie reported he had submitted his vote as follows:

ACWA:

President - Ernesto Avila and VP - Carol Lee Gonzalez-Brady

Region 5:

Chair - Sara Palmer and Vice - John Varella

Board:

Steve Huber, John Weed, Antonio Martinez, John Muller, and Floyd Wicks

B. ACWA Region 3 Webinar: Big Impact on a Small Budget - Grant Strategies for Resource-Strapped Agencies, August 20, 2025 (Chambers).

Director Chambers reviewed his written report with the Board and commented that the key thing was that Region 3 was more rural and their CIP was bigger due to distribution costs, and they maintained close relationships with Congress in order to get funding assistance, so they were quite different than our District.

Director Chambers mentioned that there was some interest from the BAWSCA Board on adding grants, possibly through a subscription service, which he thought would be more effective for the District. This would be part of Strategy 2050.

Director Bautista added that he was amazed as to how much free money was out there and talked mentioned consultant Robert Heather, the Grant Writer, from Zanjero in Southern

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Minutes of the Regular Meeting of the Board of Directors
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California. Director Bautista stated that grants were expensive, and the odds were high, but if we do not get our tail in the water, than we are really not going to know what the temperature is like, so the first thing the District would need to do is to start with a grant writer, although not necessarily this firm.

General Manager Mairena commented that she had gotten the same message and mentioned that she had attended other emergency response seminars in which they had mentioned that obtaining grants was hard, and that it would be best to hire a grant writer, and that same message had been communicated by Launch, the consultant the District had used for its ERP preparation.

Director Chambers mentioned that if BAWSCA went through with the grant writing subscription program, it would be good for all the BAWSCA agencies since all of them used Hetch Hetchy water and thus have the Hetch Hetchy infrastructure in common.

11. CLOSED SESSION: None

12. ADJOURNMENT:

Without objection, President Amuzie adjourned the meeting.

Time 8:22 p.m.

Secretary

President

Date

Westborough Water District

Financial Statements
With Accountant's Compilation Report
August 31, 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 two months ended August 31, 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 two months ended August 31, 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 two months ended August 31, 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

October 3, 2025
Morgan Hill, California

Westborough Water District
Statement of Net Position
August 31, 2025

ASSETS

Current Assets:

Cash (Including \$6,103,028 in Time Deposits)	\$ 6,819,726
Receivables	
Water	948,324
Sewer	623,869
Other	117,627
Prepaid Expenses and Other	52,211
Inventory	233,686
Total Current Assets	8,795,443

Non-Current Assets:

Lease Receivable	199,542
Utility Plant in Service (Note 5):	
Land	182,633
Work in Progress	426,466
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	3,540,632
Total Utility Plant in Service (Capital Assets)	15,637,587
Less Accumulated Depreciation	(7,627,743)
Utility Plant in Service-Net Accumulated Depreciation	8,009,844
Total Non-Current Assets	8,209,386

Total Assets	\$ 17,004,829
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DEFERRED OUTFLOWS

Deferred Pension Outflows	\$ 640,031
Deferred OPEB Outflows	173,441
Total Deferred Outflows	\$ 813,472

(continued)

See accompanying notes and accountant's compilation report

Westborough Water District
Statement of Net Position
August 31, 2025

LIABILITIES

Current Liabilities:

Accounts Payable (Note 2)	\$ 710,323
Customers' Deposits	416,310
Unearned Revenue	20,263
Total Current Liabilities	<u>1,146,896</u>

Long-term Liabilities:

Accrued Vacation	124,575
Net Pension Liability	1,254,767
Net OPEB Obligation	267,500
Total Long-term Liabilities	<u>1,646,842</u>

Total Liabilities	<u>\$ 2,793,738</u>
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DEFERRED INFLOWS

Deferred Lease Inflows	\$ 161,738
Deferred Pension Inflows	148,489
Deferred OPEB Inflows	138,665

Total Deferred Inflows	<u>\$ 448,892</u>
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NET POSITION

Net Investment in Capital Assets	\$ 8,009,844
Restricted for Capital Facilities	347,103

Unrestricted:

Reserved for Contingencies	278,273
Reserved for Capital Expenditures	1,916,100
Non-spendable Inventory and Prepaids	285,897
Unappropriated	3,738,454

Total Net Position	<u>\$ 14,575,671</u>
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(concluded)

See accompanying notes and accountant's compilation report

Westborough Water District
Statement of Activities
For the Two Months Ended August 31, 2025

Operating Revenue:

Water Sales (Note 3)	\$ 969,778
Sewer Svc. and Transfer Charges	626,066
Misc. Operations	3,716
Total Operating Revenue	<u>1,599,560</u>

Operating Expense:

Water Expenditures	551,266
Sanitary Sewer Expenditures	547,324
Admin. and General Expenditures	281,753
Depreciation	57,289
Total Operating Expenses	<u>1,437,632</u>

Operating Income (Loss)	161,928
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Non-operating Income (Expense):

Property Taxes	88,756
Investment Interest	51,617
Other	5,538
Total Non-operating Income (Expense)	<u>145,911</u>

Change in Net Position	307,839
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Net Position - Beginning	<u>14,267,832</u>
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Net Position - Ending	<u><u>\$ 14,575,671</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
August 31, 2025

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

NOTE 2 - Accounts payable at August 31, 2025, includes \$498,985 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 \$1,255 to account for uncollectible water receivables for the period.

NOTE 5 - Changes in utility plant in-service for the two months ended August 31, 2025, were as follows:

Beginning Balance	\$ 15,591,481
Engineering	-
Surveying	-
Contractors	-
Other Fixed Assets	46,106
Ending Balance	<u>\$ 15,637,587</u>

Westborough Water District
Schedule of Income and Expense - Budget to Actual
For the Two Months Ended August 31, 2025

	August	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
Operating Revenue:						
Water Sales (Note 3)	\$ 488,957	\$ 969,778	\$ 5,449,170	17.80%	1.13%	\$ 61,583
Water Misc. Operations	2,338	3,716	20,000	18.58%	1.92%	383
Total Water Operating Revenue	491,295	973,494	5,469,170	17.80%	1.13%	61,966
Sewer Svc. and Transfer Charges	313,796	626,066	3,765,946	16.62%	-0.04%	(1,592)
Total Sewer Operating Revenue	313,796	626,066	3,765,946	16.62%	-0.04%	(1,592)
Total Operating Revenue	805,091	1,599,560	9,235,116	17.32%	0.65%	60,374
Operating Expense:						
Water Expenditures	263,005	551,266	3,252,093	16.95%	-0.28%	(9,251)
Admin. and General Expenditures	73,919	217,907	1,134,854	19.20%	-2.53%	(28,765)
Depreciation	22,877	45,807	295,165	15.52%	1.15%	3,387
Total Water Operating Expenses	359,801	814,980	4,682,112	17.41%	-0.74%	(34,629)
Sanitary Sewer Expenditures	262,794	547,324	3,253,405	16.82%	-0.16%	(5,090)
Admin. and General Expenditures	22,519	63,846	354,954	17.99%	-1.32%	(4,687)
Depreciation	5,741	11,482	70,575	16.27%	0.40%	281
Total Sewer Operating Expenses	291,054	622,652	3,678,934	16.92%	-0.26%	(9,496)
Total Operating Expenses	650,855	1,437,632	8,361,046	17.19%	-0.53%	(44,125)
Operating Income (Loss)	154,236	161,928	874,070	18.53%	1.86%	16,249
Non-operating Income (Expense):						
Water Property Taxes & Assessments	35,942	62,129	517,611	12.00%	-4.66%	(24,140)
Water Investment Interest	9,898	21,228	49,648	42.76%	26.09%	12,953
Other Non-operating Water Income (Expense)	2,760	5,538	34,080	16.25%	-0.42%	(142)
Total Water Non-Operating Income (Expenses)	48,600	88,895	601,339	14.78%	-1.88%	(11,329)
Sewer Property Taxes & Assessments	15,404	26,627	221,833	12.00%	-4.66%	(10,345)
Sewer Investment Interest	14,125	30,389	74,471	40.81%	24.14%	17,977
Total Sewer Non-Operating Income (Expenses)	29,529	57,016	296,304	19.24%	2.58%	7,632
Total Non-operating Income (Expense)	78,129	145,911	897,643	16.25%	-0.41%	(3,697)
Net Income (Loss)	\$ 232,365	\$ 307,839	\$ 1,771,713	17.38%	0.71%	\$ 12,554

Westborough Water District
Water Fund Schedule of Income and Expense - Budget to Actual
For the Two Months Ended August 31, 2025

	August	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
Water Operating Revenue:						
Water Sales (Note 3)	\$ 488,957	\$ 969,778	\$ 5,449,170	17.80%	1.13%	\$ 61,583
Misc. Operations	2,338	3,716	20,000	18.58%	1.92%	383
Total Operating Revenue	491,295	973,494	5,469,170	17.80%	1.13%	61,966
Water Operating Expense:						
Salaries	30,617	57,637	435,382	13.24%	3.43%	14,927
Salaries Overtime	770	1,385	11,000	12.59%	4.07%	448
Benefits	8,301	50,341	158,416	31.78%	-15.11%	(23,939)
OPEB Prefunding	-	-	3,140	0.00%	16.66%	523
Payroll Taxes	2,464	4,591	41,069	11.18%	5.49%	2,254
Technical Communications	887	2,194	12,325	17.80%	-1.14%	(140)
Utilities	16,345	33,326	200,088	16.66%	0.01%	22
Supplies and Small Tools	987	1,206	15,450	7.81%	8.86%	1,369
Maintenance of Sytem	4,506	8,675	66,715	13.00%	3.66%	2,444
Special Services	1,996	13,152	181,823	7.23%	9.43%	17,152
Vehicle Expense	1,263	2,255	35,865	6.29%	10.38%	3,723
Water Purchases	194,869	376,504	2,090,820	18.01%	-1.34%	(28,034)
Admin. and General Expenditures						
Salaries	40,512	81,602	501,193	16.28%	0.39%	1,930
Salaries-Temporary	-	-	2,120	0.00%	16.65%	353
Salaries-Overtime	-	-	2,120	0.00%	16.65%	353
Employee Benefits	13,097	86,603	206,489	41.94%	-25.27%	(52,189)
Payroll Taxes	2,095	5,141	46,149	11.14%	5.53%	2,551
OPEB	-	-	4,752	0.00%	16.67%	792
Office Supplies and Postage	1,412	1,995	9,910	20.13%	-3.46%	(343)
Memberships	(3,795)	-	53,128	0.00%	16.67%	8,855
Utilities	21	54	1,492	3.62%	13.07%	195
Telephone	293	585	3,808	15.36%	1.31%	50
Water Conservation	35	35	5,600	0.63%	16.04%	898
Building & Grounds Maintenance	654	1,844	12,649	14.58%	2.09%	264
Parking Rentals	315	630	3,969	15.87%	0.81%	32
Directors Fees	400	900	7,900	11.39%	5.28%	417
Engineering Services	-	1,092	50,619	2.16%	14.51%	7,345
Accounting	2,625	8,288	33,395	24.82%	-8.15%	(2,723)
Legal	1,287	4,505	16,400	27.47%	-10.80%	(1,772)
Billing	12	1,108	43,285	2.56%	14.11%	6,106
Communications	6,696	8,097	23,184	34.92%	-18.26%	(4,233)
Insurance	3,877	9,325	56,954	16.37%	0.29%	167
Bad Debts (Note 1)	-	-	1,000	0.00%	16.70%	167
Travel	-	199	15,815	1.26%	15.41%	2,437
Miscellaneous	2,818	2,870	10,118	28.37%	-11.70%	(1,184)
Banking and Cr. Card Fees	1,565	3,034	22,805	13.30%	3.36%	767
Total Admin. and General Expenditures	73,919	217,907	1,134,854	19.20%	-2.53%	(28,765)
Depreciation Expense	22,877	45,807	295,165	15.52%	1.15%	3,387
Total Water Operating Expense	359,801	814,980	4,682,112	17.41%	-0.74%	(34,628)
Water Operating Income (Loss)	131,494	158,514	787,058	20.14%	3.47%	27,338
Water Non-operating Income (Expense):						
Property Taxes	35,942	62,129	517,611	12.00%	-4.66%	(24,140)
Investment Interest	9,898	21,228	49,648	42.76%	26.09%	12,953
Other Non-Operating Water Income (Expense)	2,760	5,538	34,080	16.25%	-0.42%	(142)
Total Non-operating Income (Expense)	48,600	88,895	601,339	14.78%	-1.88%	(11,329)
Net Income (Loss)	\$ 180,094	\$ 247,409	\$ 1,388,397	17.82%	1.15%	\$ 16,009

Westborough Water District
Sewer Fund Schedule of Income and Expense - Budget to Actual
For the Two Months Ended August 31, 2025

	August	Year to Date	2025-26 Budget	Percentage to Date	Percentage Variance	\$ Variance YTD Plan
Sanitary Sewer Operating Revenue:						
Sewer Svc. and Transfer Charges	\$ 313,796	\$ 626,066	\$ 3,765,946	16.62%	-0.04%	\$ (1,592)
Total Operating Revenue	313,796	626,066	3,765,946	16.62%	-0.04%	(1,592)
Sanitary Sewer Operating Expense:						
Treatment & Disposal	249,492	498,985	2,993,912	16.67%	0.00%	-
Utilities	13,302	26,725	162,547	16.44%	0.23%	366
Repair of Pipelines	-	-	5,000	0.00%	16.66%	833
Repair of Pumps	-	-	21,000	0.00%	16.67%	3,500
Miscellaneous Sewer Expenses	-	21,614	70,946	30.47%	-13.80%	(9,789)
Admin. and General Expenditure						
Salaries	6,617	12,656	104,138	12.15%	4.51%	4,700
Employee Benefits	-	16,253	45,530	35.70%	-19.03%	(8,665)
Payroll Taxes	185	837	10,120	8.27%	8.40%	850
OPEB Prefunding	-	-	489	0.00%	16.77%	82
Office Supplies and Postage	605	855	4,247	20.13%	-3.46%	(147)
Memberships	(2,523)	-	492	0.00%	16.67%	82
Telephone	126	251	1,632	15.38%	1.29%	21
Water Conservation	15	15	2,400	0.63%	16.04%	385
Building & Grounds Maintenance	151	188	2,489	7.55%	9.12%	227
Parking Rentals	135	270	1,701	15.87%	0.82%	14
Directors Fees	400	900	4,400	20.45%	-3.80%	(167)
Engineering Services	565	990	19,250	5.14%	11.52%	2,218
Accounting	2,625	8,288	33,395	24.82%	-8.15%	(2,722)
Legal	2,137	3,539	16,400	21.58%	-4.91%	(806)
Billing	1,534	1,998	18,551	10.77%	5.90%	1,094
Communications	3,117	4,278	24,853	17.21%	-0.55%	(136)
Insurance	3,877	9,325	56,954	16.37%	0.29%	167
Bad Debts (Note 1)	-	-	1,000	0.00%	16.70%	167
Miscellaneous	2,710	2,797	4,379	63.87%	-47.20%	(2,067)
Banking and Cr. Card Fees	243	406	2,534	16.02%	0.63%	16
Total Admin. and General Expenditures	22,519	63,846	354,954	17.99%	-1.32%	(4,687)
Depreciation Expense	5,741	11,482	70,575	16.27%	0.40%	281
Total Sanitary Sewer Operating Expense	291,054	622,652	3,678,934	16.92%	-0.26%	(9,497)
Sanitary Sewer Operating Income (Loss)	22,742	3,414	87,012	3.92%	-12.74%	(11,089)
Sanitary Sewer Non-operating Income (Expense):						
Property Taxes	15,404	26,627	221,833	12.00%	-4.66%	(10,345)
Investment Interest	14,125	30,389	74,471	40.81%	24.14%	17,977
Total Non-operating Income (Expense)	29,529	57,016	296,304	19.24%	2.58%	7,632
Net Income (Loss)	\$ 52,271	\$ 60,430	\$ 383,316	15.77%	-0.90%	\$ (3,457)

WESTBOROUGH WATER DISTRICT
INVESTMENT REPORT FOR PERIOD ENDING: SEPTEMBER 30, 2025

LOCAL AGENCY INVESTMENT FUND
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
		Beginnning Balance	\$5,960,630.48
		No Transactions	\$5,960,630.48
		Ending Balance	\$5,960,630.48

Total Investments Last Report Period = \$5,960,630.48
Total Investments at End of Report Period = \$5,960,630.48

Effective Interest Rate: 4.251%
(as of 08/25)

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

October 03, 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

September 2025 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,960,630.48
Total Withdrawal:	0.00	Ending Balance:	5,960,630.48

WESTBOROUGH WATER DISTRICT
INVESTMENT REPORT FOR PERIOD ENDING: SEPTEMBER 30, 2025

MULTI-BANK SECURITIES, INC.
MONTHLY ACTIVITY REPORT

<u>DATE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSACTION BALANCE</u>
		Beginnning Balance	\$142,611.04
09/30/25	\$ 234.52	Change in Account Value	\$142,845.56
		Ending Balance	\$142,845.56

Total Investments Last Report Period = \$142,611.04
Total Investments at End of Report Period = \$142,845.56

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.



MULTI-BANK SECURITIES, INC.*

1000 Town Center, Suite 2300
Southfield, MI 48075
(800) 967-9045

Member of FINRA & SIPC; MSRB Registered.

Brokerage

Account Statement

Scan for
Online Access



September 1, 2025 - September 30, 2025
Account Number: RMB-023565

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

Portfolio at a Glance

	This Period
BEGINNING ACCOUNT VALUE	\$142,611.04
Net Change in Portfolio¹	234.52
ENDING ACCOUNT VALUE	\$142,845.56
Estimated Annual Income	\$5,291.00

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

Asset Summary

Percent	Asset Type	Last Period	This Period
100%	Fixed Income	142,611.04	142,845.56
100%	Account Total	\$142,611.04	\$142,845.56

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

Client Service Information

Your Account Executive: MBP

PAUL REHMUS
MULTI-BANK SECURITIES
1000 TOWN CENTER, STE 2300
SOUTHFIELD MI 48075-1239

Contact Information

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

Client Service Information

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



Your Account Information

INVESTMENT OBJECTIVE

Investment Objective: NONE SPECIFIED

Please discuss your investment objective with your Account Executive.

TAX LOT DEFAULT DISPOSITION METHOD

Default Method for Mutual Funds: First In First Out

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

Default Method for all Other Securities: First In First Out

BOND AMORTIZATION ELECTIONS

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

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

Include market discount in income annually: No

ELECTRONIC DELIVERY

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
Interest Income				
Bond Interest	0.00	0.00	2,638.25	0.00
Total Income	\$0.00	\$0.00	\$2,638.25	\$0.00

Portfolio Holdings

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
FIXED INCOME 100.00% of Portfolio (In Maturity Date Sequence)						
Certificates of Deposit						
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	99.8920	142,845.56	2,536.78	5,291.00	3.70%
Total Certificates of Deposit	143,000.0000		\$142,845.56	\$2,536.78	\$5,291.00	
TOTAL FIXED INCOME	143,000.0000		\$142,845.56	\$2,536.78	\$5,291.00	
Total Portfolio Holdings				Market Value \$142,845.56	Accrued Interest \$2,536.78	Estimated Annual Income \$5,291.00



September 1, 2025 - September 30, 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 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
Dividends and Interest	\$0.00	\$0.00	\$0.00	\$2,638.25	\$0.00	\$2,638.25
Cash						
Withdrawals	0.00	0.00	0.00	0.00	-2,638.25	-2,638.25

September 1, 2025 - September 30, 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
Total Cash	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,638.25	-\$2,638.25
Totals	\$0.00	\$0.00	\$0.00	\$2,638.25	-\$2,638.25	\$0.00

Messages

Although a money market mutual fund (money fund) seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in a money fund. 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).

Pursuant to the Securities Exchange Act of 1934, Pershing LLC (Pershing), a BNY Mellon company, provides individual investors with certain financial information on a semi-annual basis. Pershing's June Statement of Financial Condition is now available. On June 30, 2025, Pershing's net capital of \$2.7 billion was 14.42% of aggregate debit balances and exceeded the minimum requirements by \$2.3 billion.

A copy of the June 30, 2025, Statement of Financial Condition is available at www.pershing.com/us/en/statement-of-financial-condition.html. You may also request a free, printed copy by calling (888)860-8510 or (201) 413-3333, option 1.

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

Important Information and Disclosures *(continued)*

The Role of Pershing *(continued)*

financial institution or that it receives as the result of securities transactions it processes.

- Your financial institution is responsible for adherence to the securities laws, regulations and rules which apply to it regarding its own operations and the supervision of your account, its sales representatives and other personnel. Your financial institution is also responsible for approving the opening of accounts and obtaining account documents; the acceptance and, in certain instances, execution of securities orders; the assessment of the suitability of those transactions, where applicable; the rendering of investment advice, if any, to you and in general, for the ongoing relationship that it has with you.
- Inquiries concerning the positions and balances in your account may be directed to the **Pershing Customer Service Department at (201) 413-3333**. All other inquiries regarding your account or activity should be directed to your financial institution. Your financial organization's contact information can be found on the first page of this statement.
- For a description of other functions performed by Pershing please consult the Disclosure Statement provided to you upon the opening of your account. This notice is not meant as a definitive enumeration of every possible circumstance, but as a general disclosure. If you have any questions regarding this notice or if you would like additional copies of the Disclosure Statement, please contact your financial institution.
- Pershing is a member of the Securities Investor Protection Corporation (SIPC®). Please note that SIPC does not protect against loss due to market fluctuation. An explanatory brochure is available upon request at 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
- This statement will be deemed conclusive. You are advised to report any inaccuracy or discrepancy (including unauthorized trading) promptly, but no later than ten days after receipt of this statement, to your financial organization and Pershing. Please be advised that any oral communication should be re-confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.
- Your financial organization's contact information can be found on the first page of this statement. Pershing's contact information is as follows: **Pershing LLC, Legal Department, One Pershing Plaza, Jersey City, New Jersey 07399; (201) 413-3330**. Errors and Omissions excepted.

Important Arbitration Disclosures

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

Important Arbitration Agreement

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

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

TERMS AND CONDITIONS

GENERAL INFORMATION

- WHENEVER YOU ARE INDEBTED TO PERSHING LLC ("BNY PERSHING") FOR ANY AMOUNT, ALL SECURITIES HELD BY IT FOR YOU IN ANY ACCOUNT IN WHICH YOU HAVE ANY INTEREST SHALL SECURE ALL YOUR LIABILITIES TO BNY PERSHING, AND BNY PERSHING MAY IN ITS DISCRETION AT ANY TIME, WITHOUT TENDER, DEMAND OR NOTICE TO YOU, CLOSE OR REDUCE ANY OR ALL OF YOUR ACCOUNTS BY PUBLIC OR PRIVATE SALE OR PURCHASE OR BOTH OF ALL OR ANY SECURITIES CARRIED IN SUCH ACCOUNTS; ANY BALANCE REMAINING DUE BNY PERSHING TO BE PROMPTLY PAID BY YOU.
- WHENEVER YOU ARE INDEBTED TO BNY PERSHING FOR ANY AMOUNT, ALL SECURITIES CARRIED FOR YOUR ACCOUNT ARE OR MAY BE, WITHOUT FURTHER NOTICE TO YOU, LOANED OR PLEDGED BY BNY PERSHING, EITHER SEPARATELY OR UNDER CIRCUMSTANCES WHICH WILL PERMIT THE COMMINGLING THEREOF, WITH OTHER SECURITIES FOR ANY AMOUNT LESS THAN, EQUAL TO OR GREATER THAN YOUR LIABILITIES TO BNY PERSHING, BUT NOT UNDER CIRCUMSTANCES FOR AN AMOUNT PROHIBITED BY LAW.
- BNY PERSHING MAY TRADE FOR ITS OWN ACCOUNT AS A MARKET MAKER, SPECIALIST, ODD LOT DEALER, BLOCK POSITIONER, ARBITRAGEUR, OR INVESTOR. CONSEQUENTLY, AT THE TIME OF ANY TRANSACTION YOU MAY MAKE, BNY PERSHING MAY HAVE A POSITION IN SUCH SECURITIES, WHICH POSITION MAY BE PARTIALLY OR COMPLETELY HEDGED.
- IF AVERAGE PRICE TRANSACTION IS INDICATED ON THE FRONT OF THIS STATEMENT YOUR FINANCIAL INSTITUTION OR BNY PERSHING MAY HAVE ACTED AS PRINCIPAL, AGENT, OR BOTH. DETAILS AVAILABLE UPON REQUEST.
- A FINANCIAL STATEMENT OF BNY PERSHING IS AVAILABLE FOR YOUR PERSONAL INSPECTION AT BNY PERSHING'S OFFICES. A COPY OF IT WILL BE MAILED UPON YOUR WRITTEN REQUEST OR YOU CAN VIEW IT ONLINE AT www.bny.com/pershing.
- FOR BUSINESS CONTINUITY AND ADDITIONAL DISCLOSURES: www.bny.com/pershing/us/en/disclosures.html
- THIS STATEMENT SHOULD BE RETAINED FOR YOUR RECORDS.

TRANSACTIONS

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

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

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

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

TAX INFORMATION

- AFTER YEAR END, BNY PERSHING IS REQUIRED TO PROVIDE TAX INFORMATION TO THE INTERNAL REVENUE SERVICE AND OTHER GOVERNMENTAL AUTHORITIES. AT THAT TIME BNY PERSHING WILL PROVIDE THAT INFORMATION ON THE ANNUAL TAX INFORMATION STATEMENT TO YOU; USE THAT STATEMENT TO PREPARE YOUR TAX FILINGS. THE TAX STATEMENT ALSO INCLUDES OTHER USEFUL INFORMATION TO ASSIST IN ACCUMULATING THE DATA TO PREPARE YOUR TAX RETURNS.
- DIVIDENDS, INTEREST AND OTHER DISTRIBUTIONS SHOWN ON THIS STATEMENT WERE CLASSIFIED AS TAXABLE OR NONTAXABLE BASED ON CERTAIN INFORMATION KNOWN AS OF THE DISTRIBUTION DATE. THIS CLASSIFICATION IS SUBJECT TO CHANGE AND IS SOLELY INTENDED FOR USE AS GENERAL INFORMATION.

- BNY PERSHING DOES NOT PROVIDE TAX, INVESTMENT OR LEGAL ADVISORY SERVICES AND NO ONE ASSOCIATED WITH BNY PERSHING IS AUTHORIZED TO RENDER SUCH ADVICE. DO NOT RELY UPON ANY SUCH ADVICE, IF GIVEN. INVESTORS ARE ENCOURAGED TO CONSULT THEIR TAX ADVISORS TO DETERMINE THE APPROPRIATE TAX TREATMENT OF THEIR BUSINESS.

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

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

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

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

CLAIMS REGISTER: SEPTEMBER 2024

1. GENERAL ACCOUNT FUND:

Total from Cash Disbursements \$ 89,174.53

Checks Issued During Month:

ACWA-JPIA (Health Benefits & Ins.-10/25 & ADJ 07/25-09/25)	13,653.91
AT&T Mobility (Field & Office Cell Phones, 08/03-09/02)	316.44
AT&T (P.S. Phone Bill to 09/01/25)	851.32
BAWSCA (Water Loss Control Program, 08/25)	2,191.25
Bay Alarm (Office Burglar & Fire Alarm Monitoring, 10/01/25-12/31/25)	421.11
Bay Area Paving Co. Inc. (Paving at 2470 Wexford Av, SSF)	1,777.00
Buschman, Scott (Staff Photo Session for Website & ID - I. Estrada)	279.23
CalPERS (Retirement Contributions-09/15/25)	6,589.88
CalPERS (Retirement Contributions-09/30/25)	6,589.85
CalPERS (GASB-68 Reporting for FY 2025)	350.00
Colina Association (Three Parking Spaces Rental, 10/25)	450.00
Corbin Willits Systems (Software Maintenance, 10/25-12/25)	3,034.40
Direct Line (Answering Service, 08/15-09/14)	356.80
EFTPS (Employment Taxes-09/15/25)	10,489.52
EFTPS (Employment Taxes-09/30/25)	10,255.81
EDD (Employment Taxes-09/15/25)	2,869.87
EDD (Employment Taxes-09/30/25)	2,750.16
Hanson Bridgett LLP (Special Legal Services & Monthly Retainer-08/25)	2,756.50
Lowe's Business (Field Supplies to 09/17/25)	257.60
Mairena, Patricia (GM Mairena's Internet Services, 08/27-09/26 & 08/25 Gym Membership)	84.99
O'Reilly Auto Parts (Field Truck Supplies)	27.62
PG&E (Summary Bill to 09/18/25)	31,562.96
Precise Printing & Mailing (Printing & Mailing, 09/15/25 Bills)	863.28
SMC Environmental Health (Westborough, Rowntree & Avalon Sewer P.S. Generator Permits)	1,611.00
SF Water Dept. (Water Purchases, 08/07-09/05)	192,046.06
SFPUC Financial Serv. - Acctg. (Bacteria Analyses, 07/25 & 08/25)	900.00
So. SF Scavengers (Garbage Services, 08/25)	125.07
Telstar Instruments, Inc. (WIP-Skyline Tank #3 Retrofit Project)	25,970.39
Tri Counties Bank (Monthly Charges Ending 08/31/25)	3,533.67
WEX Bank (Wright Express-Gas Purchases to 09/15/25)	1,001.80

SUB-TOTAL \$ 413,142.02

Updated Checks Voided During Month:

North Coast County Water - Voided Ck #026314	(351.00)
--	----------

TOTAL CLAIMS REGISTER AMOUNT \$ 412,791.02

REPORT.: Oct 06 25 Monday
 RUN....: Oct 06 25 Time: 11:22
 Run By.: Wendy Bellinger
 Control Date.: 10/06/25

WESTBOROUGH WATER DISTRICT
 Accounts Payable Cash Requirements

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

Posting Period.: 10-25 Fiscal Period...: (04-26) Cash Account No...: 13110

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

Invoice No	Description	Invoice Date	Actual Period	G/L Tm	Account #	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal					
090125-	DIRECTOR AMUZIE'S INTERNET SERVICE, 09/10-10/09	09/01/25	10-25	A	59450	65.00	.00	65.00
		09/01/25	04-26					
100125-	TRAVEL TO/FROM ACWA REGION 5 EVENT	10/01/25	10-25	A	59450	14.90	.00	14.90
		10/01/25	04-26					
** Vendor's Subtotal ----->						79.90	.00	79.90

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

092225-	DIRECTOR BAUTISTA'S INTERNET SERVICE, 10/25	09/22/25	10-25	A	59450	65.00	.00	65.00
		09/22/25	04-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: CAS01 (PETTY CASH)

093025-	MISC EXPENSES, 09/25	09/30/25	10-25	A	59450	78.70	.00	78.70
		09/30/25	04-26					
** Vendor's Subtotal ----->						78.70	.00	78.70

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

091125-	DIRECTOR CHAMBERS' INTERNET SERVICE, 09/16-10/15	09/11/25	10-25	A	59450	65.00	.00	65.00
		09/11/25	04-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

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

091125-	22 BUENA VITA RD, SSF - SEWER LATERAL PERMIT	09/11/25	10-25	A	59450	100.00	.00	100.00
		09/11/25	04-26					
** Vendor's Subtotal ----->						100.00	.00	100.00

VENDOR I.D.: FIS01 (FISCHER COMPLIANCE LLC)

FC25-65-	2025 SSMP AUDIT	09/26/25	10-25	A	59450	28750.00	.00	28750.00
		09/26/25	04-26					
** Vendor's Subtotal ----->						28750.00	.00	28750.00

VENDOR I.D.: HAC01 (HACH COMPANY)

14674421-	WATER SAMPLING SUPPLIES	09/17/25	10-25	A	59450	143.59	.00	143.59
		09/17/25	04-26					
** Vendor's Subtotal ----->						143.59	.00	143.59

VENDOR I.D.: HUI01 (HUI, NANCY)

090825-	ONE WWD HET REBATE FOR ACCT NO HUI0019	09/08/25	10-25	A	59450	50.00	.00	50.00
		09/08/25	04-26					
** Vendor's Subtotal ----->						50.00	.00	50.00

VENDOR I.D.: LEE02 (LEE, SHERMAN)

090825-	ONE WWD HET REBATE FOR ACCT NO LEE0185	09/08/25	10-25	A	59450	50.00	.00	50.00
		09/08/25	04-26					
** Vendor's Subtotal ----->						50.00	.00	50.00

REPORT.: Oct 06 25 Monday
 RUN....: Oct 06 25 Time: 11:22
 Run By.: Wendy Bellinger
 Control Date.: 10/06/25

WESTBOROUGH WATER DISTRICT
 Accounts Payable Cash Requirements

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

Posting Period...: 10-25 Fiscal Period...: (04-26) Cash Account No...: 13110

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

Invoice No	Description	Invoice Date	Actual Period	Tm	G/L Account #	Gross Amount	Discount Amount	Net Amount
37112-	WEB REPORTING & HOSTING, 10/25	10/01/25	10-25	A	59450	75.00	.00	75.00
		10/01/25	04-26					
** Vendor's Subtotal ----->						75.00	.00	75.00

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

090125-	DIRECTOR MEDINA'S INTERNET SERVICE, 09/10-10/09	09/01/25	10-25	A	59450	65.00	.00	65.00
		09/01/25	04-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: NOR02 (NORLAB, INC.)

90295-	TOILET DYE STRIPS	09/16/25	10-25	A	59450	351.00	.00	351.00
		09/16/25	04-26					
** Vendor's Subtotal ----->						351.00	.00	351.00

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

083125-	DIRECTOR RICHARDS' INTERNET SERVICE, 09/25	08/31/25	10-25	A	59450	65.00	.00	65.00
		08/31/25	04-26					
** Vendor's Subtotal ----->						65.00	.00	65.00

VENDOR I.D.: SCH01 (SCHUESZLER, ESTELLE)

090925-	TWO WWD HET REBATES FOR ACCT NO SCH0058	09/09/25	10-25	A	59450	100.00	.00	100.00
		09/09/25	04-26					
090925.2-	ONE WWD WASHING MACHINE REBATE FOR ACCT NO SCH0058	09/09/25	10-25	A	59450	100.00	.00	100.00
		09/09/25	04-26					
** Vendor's Subtotal ----->						200.00	.00	200.00

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

61592-	ASSIST W/ TEAMS, BACK UP OUTLOOK & GODADDY-ESTRADA	09/03/25	10-25	A	59450	671.60	.00	671.60
		09/03/25	04-26					
** Vendor's Subtotal ----->						671.60	.00	671.60

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

100625-	BILLING, BULK MAIL, PERMIT #419	10/06/25	10-25	A	59450	3000.00	.00	3000.00
		10/06/25	04-26					
** Vendor's Subtotal ----->						3000.00	.00	3000.00

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

093025-	PAYROLL TRANSFER, 09/25	09/30/25	10-25	A	59450	54233.04	.00	54233.04
		09/30/25	04-26					
** Vendor's Subtotal ----->						54233.04	.00	54233.04

VENDOR I.D.: WON01 (WONG, REMI)

090925-	ONE WWD WASHING MACHINE REBATE FOR ACCT NO WON0362	09/09/25	10-25	A	59450	100.00	.00	100.00
		09/09/25	04-26					
** Vendor's Subtotal ----->						100.00	.00	100.00

REPORT.: Oct 06 25 Monday
 RUN....: Oct 06 25 Time: 11:22
 Run By.: Wendy Bellinger

WESTBOROUGH WATER DISTRICT
 Accounts Payable Cash Requirements

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

Control Date.: 10/06/25 Posting Period...: 10-25 Fiscal Period...: (04-26) Cash Account No...: 13110

VENDOR I.D.: YEU01 (YEUNG, FANNY)

Invoice No	Description	Invoice Date	Actual Period	G/L Account #	Discount	Gross Amount	Discount Amount	Net Amount
		Due Date	Fiscal Tm					
091525-	ONE FWD WASHING MACHINE REBATE FOR ACCT NO ARA0017	09/15/25 09/15/25	10-25 04-26	A	59450	100.00	.00	100.00
** Vendor's Subtotal ----->						100.00	.00	100.00

VENDOR I.D.: \C031 (HON KWONG CHEUNG)

000C50901-	MQ CUSTOMER REFUND FOR CHE0290	10/01/25 10/01/25	10-25 04-26	Z	59450	93.80	.00	93.80
** Vendor's Subtotal ----->						93.80	.00	93.80

VENDOR I.D.: \D004 (AMALIA DIZON)

000C50901-	MQ CUSTOMER REFUND FOR DIZ0007	10/01/25 10/01/25	10-25 04-26	Z	59450	40.57	.00	40.57
** Vendor's Subtotal ----->						40.57	.00	40.57

VENDOR I.D.: \H003 (DOUGLAS D. HOMAN)

000C50901-	MQ CUSTOMER REFUND FOR HOM0036	10/01/25 10/01/25	10-25 04-26	Z	59450	121.55	.00	121.55
** Vendor's Subtotal ----->						121.55	.00	121.55

VENDOR I.D.: \J001 (VICKY JACKSON)

000C50901-	MQ CUSTOMER REFUND FOR JAC0038	10/01/25 10/01/25	10-25 04-26	Z	59450	78.87	.00	78.87
** Vendor's Subtotal ----->						78.87	.00	78.87

VENDOR I.D.: \L015 (ALAN LAM)

000C50901-	MQ CUSTOMER REFUND FOR LAM0064	10/01/25 10/01/25	10-25 04-26	Z	59450	115.46	.00	115.46
** Vendor's Subtotal ----->						115.46	.00	115.46

VENDOR I.D.: \L016 (LINDA C. LY)

000C50901-	MQ CUSTOMER REFUND FOR LY 0012	10/01/25 10/01/25	10-25 04-26	Z	59450	78.87	.00	78.87
** Vendor's Subtotal ----->						78.87	.00	78.87

VENDOR I.D.: \P006 (LUIS PARADA)

000C50901-	MQ CUSTOMER REFUND FOR PAR0099	10/01/25 10/01/25	10-25 04-26	Z	59450	42.18	.00	42.18
** Vendor's Subtotal ----->						42.18	.00	42.18

VENDOR I.D.: \P007 (SANDRA PON)

000C50901-	MQ CUSTOMER REFUND FOR PON0015	10/01/25 10/01/25	10-25 04-26	Z	59450	68.04	.00	68.04
** Vendor's Subtotal ----->						68.04	.00	68.04

VENDOR I.D.: \T006 (ANN TRUONG)

REPORT.: Oct 06 25 Monday
RUN....: Oct 06 25 Time: 11:22
Run By.: Wendy Bellinger
Control Date.: 10/06/25

WESTBOROUGH WATER DISTRICT
Accounts Payable Cash Requirements

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

Posting Period...: 10-25 Fiscal Period...: (04-26) Cash Account No...: 13110

VENDOR I.D.: \T006 (ANN TRUONG)

Invoice No	Description	Invoice Date	Actual Period	Tm	G/L Account # Discount	Gross Amount	Discount Amount	Net Amount
000C50901-	MQ CUSTOMER REFUND FOR TRU0005	10/01/25	10-25	Z	59450	157.77	.00	157.77
		10/01/25	04-26					
** Vendor's Subtotal ----->						157.77	.00	157.77

VENDOR I.D.: \W006 (WH1 LLC)

000C50901-	MQ CUSTOMER REFUND FOR WH10001	10/01/25	10-25	Z	59450	134.59	.00	134.59
		10/01/25	04-26					
** Vendor's Subtotal ----->						134.59	.00	134.59

** Report's Total -----> 89174.53 .00 89174.53
=====

** Total Vendors On This Report -----> 29
=====

** Total Vendors Needing Checks -----> 29
=====

Code Title
A IMMEDIATE



Memo

To: WWD Board of Directors

Date: 10/01/24

Project Name: Skyline Tank No. 3 Structural Retrofit

Project No.: 10025.14

Reference: Progress Payment No. 1

From: Joubin Pakpour, PE 

Construction Status

On May 8, 2025, the Westborough Water District (District) awarded Euro Style Management (ESM) the Skyline Tank No. 3 Structural Retrofit. Upon reviewing the insurance requirements by District Counsel, the District and ESM executed the contract on June 12, 2025. The District held the pre-construction meeting on June 18, 2025 and issued the Notice to Proceed for August 4, 2025.

Work completed in August/September 2025 included mobilization, potholing to locate existing underground utilities, and micropile installation. ESM's subcontractor, Osmun Construction, installed 3 sacrificial micropiles used to confirm the structural engineer's design. Osmun load tested these after the required grout curing time confirming they met specified load requirements. Osmun proceeded with installing the remaining 27 permanent micropiles under the observation of the District's full-time inspector and geotechnical engineer to ensure adequate bedrock embedment. ESM also erected scaffolding within the tank permitting upcoming roof retrofit work and began foundation excavation.

Work anticipated in October includes proof testing 3 permanent micropiles, constructing the ring wall foundation, appurtenance work, and roof retrofit work.

Unforeseen Electrical Work

To construct the new foundation and anchor chairs, the existing above-ground electrical infrastructure along the tank required removal and reinstallation. This work was identified as "work by others" (not included as part of ESM's scope) as it was anticipated to be a minimal effort and therefore arranged with District staff during the project design to take place with the District's in-house electrician as they know the electrical infrastructure best.

However, during pothole operations, ESM discovered unknown underground electrical conduits on the tank's west side in direct conflict with the new micropiles and foundation thereby requiring relocation. ESM assisted with excavating portions of the conduits at no cost to the District.

October 1, 2025 – Page 2
Board of Directors – Progress Payment No. 1

All costs associated with the electrical work by the District’s electrician will be invoiced outside ESM’s contract however should be allocated to the overall CIP project’s cost.

Potential Change Orders

As part of the retrofit, the existing tank drain will be abandoned to eliminate underground tank connections. Although not part of the original design, we coordinated with District operations to reinstall the tank drain to the exterior overflow. We feel this proposed change allows direct drainage into the existing storm drain infrastructure and reduces future maintenance costs. We are awaiting ESM’s proposed cost for this work after which we will discuss with the general manager and operations. We anticipate a cost between \$7,000 to \$10,000, approximately 0.4% of the overall project cost.

Public Notifications

The District and ESM conducted a public outreach consisting of the following:

- The District mailed project notification letters to affected residents adjacent the tank.
- ESM sent project notification letters to the same affected residents.
- The District highlighted the project in their August 2025 newsletter.
- The District also provides a full-time onsite inspector to coordinate with residents as needed.

Project Schedule and Request for Progress Payment No. 1

As of September 26, 2025, ESM completed 29% percent of the contractual work **(\$697,000)** and has 141 working days remaining out of 180 working days.

Enclosed please find Progress Payment No. 1 due ESM for **\$662,150** (value of work minus 5 percent retention). The work performed to date has been satisfactory and payment is recommended.

	Current Month	Total	
Original Contract Amount		\$ 2,417,594.00	
Approved Change Orders	\$ 0.00	\$ 0.00	0%
Final Contract Amount		\$ 2,417,594.00	
Previously Paid	\$ 0.00	\$ 0.00	
Current Request (Less Retention)	\$ 662,150.00	\$ 662,150.00	
Retention	\$34,850.00	\$34,850.00	
Total Value of Work Completed	\$ 697,000.00	\$ 697,000.00	29%
Total Remaining on Contract		\$1,720,594.00	71%

J:\Projects\Westborough Water District - 10025.00\14-Skyline Tanks Structural Upgrades\02-Structural Upgrades\Construction\Correspondence\Board Packets\14-WWD-Board-25.10.01-PP01.docx



Skyline Tank No. 3 Structural Retrofit
Progress Payment No. 01
August 4, 2025 to September 26, 2025



9.A1.3

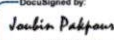
Bid Item	Description	Original Contract Amount				Change Order			Revised Contract Amount			Earned This Period			Prior Billing			Total to Date		
	Original Contract	Unit	Unit Price	Qty.	Total Price	Qty.	Unit Price	Total Price	Qty.	Unit Price	Total Price	Qty.	Amount Earned	%	Qty.	Amount Earned	%	Qty.	Amount Earned	%
1	Mobilization/Demobilization	LS	\$ 110,000.00	1	\$ 110,000.00	0	\$ 110,000.00	\$ -	1	\$ 110,000.00	\$ 110,000.00	0.7	\$ 77,000.00	70%	0	\$ -	0%	0.7	\$ 77,000.00	70%
2	Ringwall Extension/Catch Basin	LS	\$ 410,000.00	1	\$ 410,000.00	0	\$ 410,000.00	\$ -	1	\$ 410,000.00	\$ 410,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
3	Micropiles	LS	\$ 202,500.00	1	\$ 202,500.00	0	\$ 202,500.00	\$ -	1	\$ 202,500.00	\$ 202,500.00	0.95	\$ 192,000.00	95%	0	\$ -	0%	0.95	\$ 192,000.00	95%
4	Tank Anchorage	LS	\$ 324,000.00	1	\$ 324,000.00	0	\$ 324,000.00	\$ -	1	\$ 324,000.00	\$ 324,000.00	0.68	\$ 220,000.00	68%	0	\$ -	0%	0.68	\$ 220,000.00	68%
5	Roof Strengthening	LS	\$ 150,000.00	1	\$ 150,000.00	0	\$ 150,000.00	\$ -	1	\$ 150,000.00	\$ 150,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
6	Shell Manway Strengthening	LS	\$ 14,000.00	1	\$ 14,000.00	0	\$ 14,000.00	\$ -	1	\$ 14,000.00	\$ 14,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
7	Column Strengthening	LS	\$ 37,000.00	1	\$ 37,000.00	0	\$ 37,000.00	\$ -	1	\$ 37,000.00	\$ 37,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
8	Flush Cleanout	LS	\$ 20,000.00	1	\$ 20,000.00	0	\$ 20,000.00	\$ -	1	\$ 20,000.00	\$ 20,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
9	Seal Tank Vents	LS	\$ 40,000.00	1	\$ 40,000.00	0	\$ 40,000.00	\$ -	1	\$ 40,000.00	\$ 40,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
10	Sump Drain Modification	LS	\$ 15,000.00	1	\$ 15,000.00	0	\$ 15,000.00	\$ -	1	\$ 15,000.00	\$ 15,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
11	Overflow Relocation	LS	\$ 55,000.00	1	\$ 55,000.00	0	\$ 55,000.00	\$ -	1	\$ 55,000.00	\$ 55,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
12	Tank Roof Vents	LS	\$ 30,000.00	1	\$ 30,000.00	0	\$ 30,000.00	\$ -	1	\$ 30,000.00	\$ 30,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
13	Pipe Modifications	LS	\$ 40,000.00	1	\$ 40,000.00	0	\$ 40,000.00	\$ -	1	\$ 40,000.00	\$ 40,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
14	Tank Level Assembly	LS	\$ 17,000.00	1	\$ 17,000.00	0	\$ 17,000.00	\$ -	1	\$ 17,000.00	\$ 17,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
15	Tank Mechanical Repairs	DAY	\$ 3,000.00	10	\$ 30,000.00	0	\$ 3,000.00	\$ -	10	\$ 3,000.00	\$ 30,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
16	Interior Coating	LS	\$ 759,000.00	1	\$ 759,000.00	0	\$ 759,000.00	\$ -	1	\$ 759,000.00	\$ 759,000.00	0.24	\$ 180,000.00	24%	0	\$ -	0%	0.24	\$ 180,000.00	24%
17	Exterior Coating	LS	\$ 53,694.00	1	\$ 53,694.00	0	\$ 53,694.00	\$ -	1	\$ 53,694.00	\$ 53,694.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
18	Aggregate Base	CY	\$ 350.00	20	\$ 7,000.00	0	\$ 350.00	\$ -	20	\$ 350.00	\$ 7,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
19	Asphalt Concrete	TON	\$ 700.00	12	\$ 8,400.00	0	\$ 700.00	\$ -	12	\$ 700.00	\$ 8,400.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
20	Site Restoration	LS	\$ 17,000.00	1	\$ 17,000.00	0	\$ 17,000.00	\$ -	1	\$ 17,000.00	\$ 17,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
21	Storm Water Pollution Control	LS	\$ 24,000.00	1	\$ 24,000.00	0	\$ 24,000.00	\$ -	1	\$ 24,000.00	\$ 24,000.00	1	\$ 24,000.00	100%	0	\$ -	0%	1	\$ 24,000.00	100%
22	Potholing	EA	\$ 500.00	8	\$ 4,000.00	0	\$ 500.00	\$ -	8	\$ 500.00	\$ 4,000.00	8	\$ 4,000.00	100%	0	\$ -	0%	8	\$ 4,000.00	100%



Skyline Tank No. 3 Structural Retrofit
Progress Payment No. 01
August 4, 2025 to September 26, 2025



Bid Item	Description	Original Contract Amount				Change Order			Revised Contract Amount			Earned This Period			Prior Billing			Total to Date		
	Original Contract	Unit	Unit Price	Qty.	Total Price	Qty.	Unit Price	Total Price	Qty.	Unit Price	Total Price	Qty.	Amount Earned	%	Qty.	Amount Earned	%	Qty.	Amount Earned	%
23	Shoring	LS	\$ 50,000.00	1	\$ 50,000.00	0	\$ 50,000.00	\$ -	1	\$ 50,000.00	\$ 50,000.00	0	\$ -	0%	0	\$ -	0%	0	\$ -	0%
	Contract Amount				\$2,417,594.00			\$0.00			\$2,417,594.00									
	Amount Earned												\$697,000.00	29%		\$0.00	0%		\$697,000.00	29%
	Retention (5%)												(\$34,850.00)						(\$34,850.00)	
	Amount Due												\$662,150.00						\$662,150.00	
	Amount Remaining on Contract																		\$1,720,594.00	71%

Prepared By
DocuSigned by:

Joubin Pakpour, P.E.
District Engineer

Contract Amount Remaining	\$1,720,594.00	71%
Total Retention Held	(\$34,850.00)	
Total Pending Change Orders	\$ -	

9.A1.4

APPLICATION AND CERTIFICATE FOR PAYMENT				Page 1 of 1 Pages
Westborough Water District 2263 Westborough Blvd South San Francisco, CA 94080		PROJECT: Skyline Tank No.3 Structural Retrofit		Application No. 1 Application Date: 1-Oct-25 Period to: 26-Sep-25
From Contractor: Name: Euro Style Management Address: 1401 Main Ave Sacramento CA 95838 Project No:		ARCHITECT: _____ PO No: _____		Distribution to: ☐ CONTRACTOR ☐ INSPECTOR ☒ CONST. MANAGER ☐ ARCHITECT ☒ OWNER
CONTRACT DATE _____				

CONTRACTOR'S APPLICATION FOR PAYMENT			
CHANGE ORDER SUMMARY:			
Change Orders approved in Previous months by Owner	TOTAL:	ADDITIONS:	DEDUCTIONS:
Approved this Month			
Number	Date Approved		
Totals			
Net change by Change Orders			

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

BY: _____ DATE: 1-Oct-25

CERTIFICATE FOR PAYMENT

INSPECTOR: _____

BY: _____ DATE: _____

CONSTRUCTION MANAGER:

BY: _____ DATE: _____

OWNER: Westborough Water District

BY: _____ DATE: _____

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

1. ORIGINAL CONTRACT SUM ...	\$ 2,417,594.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE	\$ 2,417,594.00
4. TOTAL COMPLETED & STORED TO DATE .	\$ 697,000.00

(Column G on Schedule of Values Sheet)

5. RETAINAGE:

a. 5% of Completed Work \$ 34,850.00

(Column E + F on Schedule of Values Sheet)

b. % of Stored Material \$ _____

(Column G on Schedule of Values Sheet)

Total Retainage (Line 5a + 5b or Total in Column K of Schedule of Values Sheet) \$ 34,850.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$ 662,150.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from PRIOR Certificate) \$ 0.00

8. CURRENT PAYMENT DUE \$ 662,150.00

9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6) \$ 1,755,444.00

AMOUNT CERTIFIED \$ 662,150.00

(Attach explanation if amount certified differs from the amount applied for)

ARCHITECT:

BY: _____ DATE: _____

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

9.A1.5

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

NOTE: Input green areas only

Application No. 1-0000000000
Application Date: 1-Oct-25
Period to: 26-Sep-25
Architects Project Number

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

B	C	D	E	F	G	H	I	J	K	L	M	N
Item #	Skyline Tank No.3 Structural Retrofit	QTY EST.	Unit	UNIT COST	Scheduled Value	Work Completed		Stored	Completed and	%	Balance to	Retainage
	BASE BID:					Previously	This Period	Materials	Stored	Complete	Finish	
1	Mobilization / Demobilization	1	LS	\$ 110,000.00	110,000.00		77,000.00	-	77,000.00	70%	33,000.00	3,850.00
2	Ring Wall Extension / Catch Basin (\$410,000)											
2a	Excavation and Haul-Off	1	LS	\$ 230,000.00	230,000.00		-	-	-	0%	230,000.00	
2b	Formwork / Prep	1	LS	\$ 80,000.00	80,000.00			-	-	0%	80,000.00	
2c	Catch Basin Install	1	LS	\$ 30,000.00	30,000.00			-	-	0%	30,000.00	
2d	Concrete Pour	1	LS	\$ 70,000.00	70,000.00			-	-	0%	70,000.00	
3	Micropiles (\$202,500)											
3a	Drilling	1	LS	\$ 120,000.00	120,000.00		120,000.00	-	120,000.00	100%	-	6,000.00
3b	Installation	1	LS	\$ 72,000.00	72,000.00		72,000.00	-	72,000.00	100%	-	3,600.00
3c	Proof Testing	1	LS	\$ 10,500.00	10,500.00			-	-	0%	10,500.00	
4	Tank Anchorage(\$324,000)	1	LS									
4a	Existing Foot Scanning	1	LS	\$ 24,000.00	24,000.00			-	-	0%	24,000.00	
4b	Material Procurement	1	LS	\$ 220,000.00	220,000.00		220,000.00	-	220,000.00	100%	-	11,000.00
4c	Installation	1	LS	\$ 80,000.00	80,000.00			-	-	0%	80,000.00	

Schedule of Values Sheet(cont) on Next Page

Schedule of Values Sheet (Cont)

Page 2 of 4

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

NOTE: Input green areas only

Application No.	1
Application Date:	1-Oct-25
Period to:	26-Sep-25
Architects Project Number:	0

B Item #	C Skyline Tank No.3 Structural Retrofit	D QTY EST.	E Unit	F UNIT COST	G Scheduled Value	H Work Completed		I Stored Materials	J Completed and Stored	K %	L Balance to Finish	M Retainage
						Previously	This Period					
5	Roof Strengthening(\$150,000)											
5a	Material Procurement	1	LS	\$ 50,000.00	50,000.00					0%	50,000.00	
5b	Cross Bracing Install	1	LS	\$ 50,000.00	50,000.00					0%	50,000.00	
5c	New Stiffening Rafter Install	1	LS	\$ 50,000.00	50,000.00					0%	50,000.00	
6	Shell Manway Strengthening	1	LS	\$ 14,000.00	14,000.00					0%	14,000.00	
7	Column Strengthening	1	LS	\$ 37,000.00	37,000.00					0%	37,000.00	
9.1.7	Flush Cleanout	1	LS	\$ 20,000.00	20,000.00					0%	20,000.00	
9	Seal Tank Vents	1	LS	\$ 40,000.00	40,000.00					0%	40,000.00	
10	Sump Drain Modification	1	LS	\$ 15,000.00	15,000.00					0%	15,000.00	
11	Overflow Relocation	1	LS	\$ 55,000.00	55,000.00					0%	55,000.00	
12	Tank Roof Vents	1	LS	\$ 30,000.00	30,000.00					0%	30,000.00	
13	Pipe Modifications	1	LS	\$ 40,000.00	40,000.00					0%	40,000.00	
14	Tank Level Assembly	1	LS	\$ 17,000.00	17,000.00					0%	17,000.00	

Schedule of Values Sheet(cont) on Next Page

Schedule of Values Sheet (Cont)

Page 3 of 4

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

NOTE: Input green areas only

Application No: 1-10-25
Application Date: 1-Oct-25
Period to: 26-Sep-25
Architects Project Number: 0-10-25

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

	Original Contract			2,417,594.00		697,000.00		697,000.00	19%	1,720,594.00	34,850.00
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Schedule of Values Sheet (Cont)

Page 4 of 4

Application and Certificate for Payment

Application No. _____

containing Contractor's signed Certification, is attached

NOTE: Input green areas only

Application Date:

in tabulation below, amount are stated to the nearest dollar

Period to: []

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

Architects Project Number [

[illegible]

**Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025**



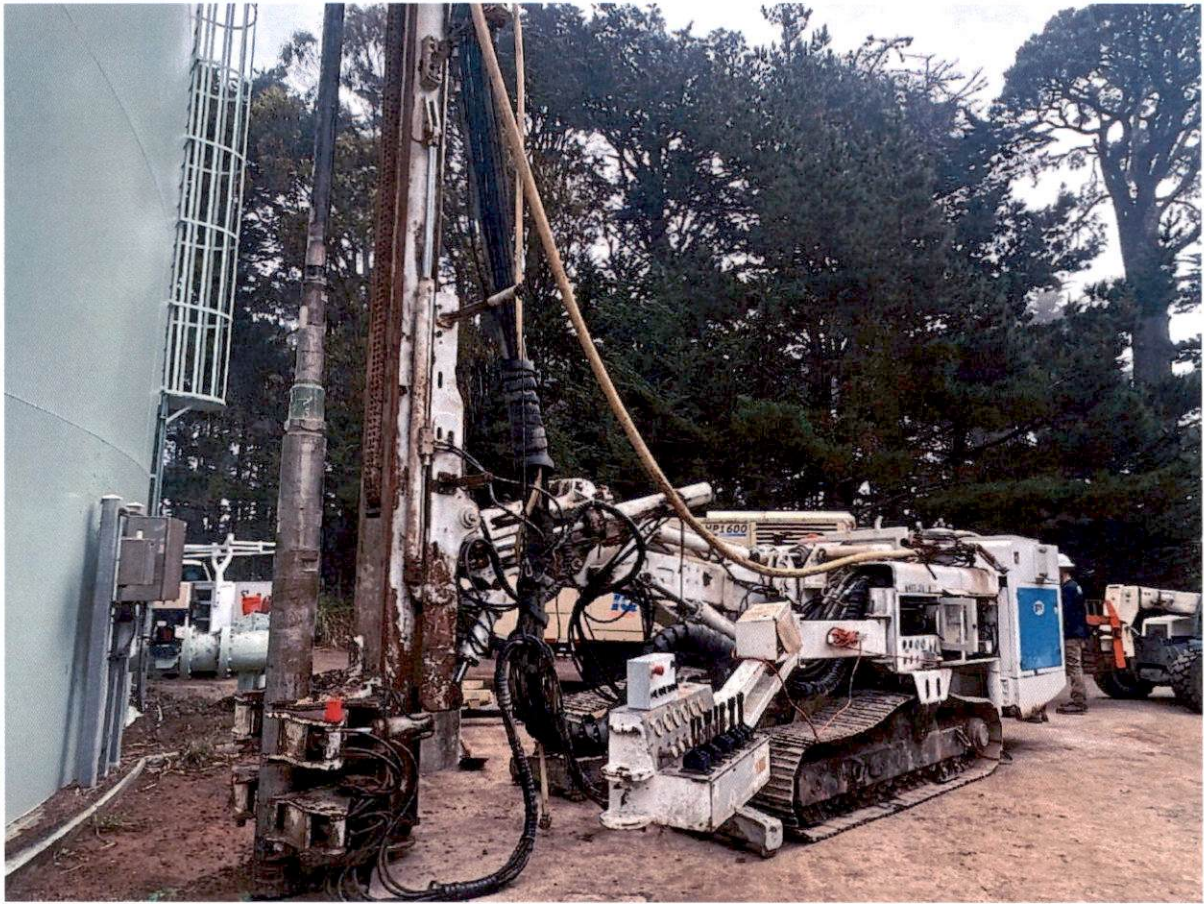
August 8, 2025 – ESM potholing to located existing tank sub-drain.
Found 2" electrical conduit along tank instead.

Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025



August 11, 2025 – ESM sawcutting the existing pavement to permit foundation installation.

Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025



September 8, 2025 – Osmun drilling the first sacrificial micropile.

Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025



September 16, 2025 – Micropile testing operation.

**Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025**



September 17, 2025 – Micropile drilling operation.

Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025



September 18, 2025 – Micropile steel bar with spacers.

Skyline Tank No. 3 Structural Retrofit
Westborough Water District
August 4, 2025 thru September 26, 2025

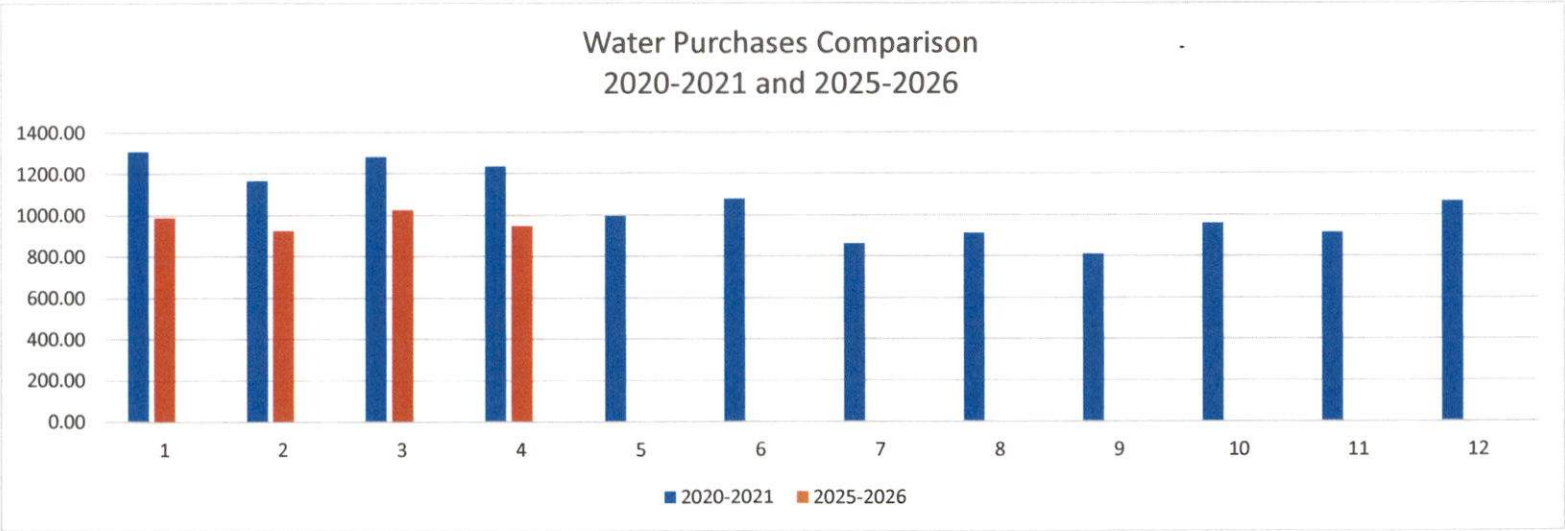


September 22, 2025 – Micropile grouting machine.

Water Purchases Comparison 2020-2021 to 2025-2026

FY 2020-2021				FY 2025-2026				Comparison
Period	HCF Purchased	No. of Days Billed	HCF per Day	Period	HCF Purchased	No. of Days Billed	HCF per Day	HCF Per Day Difference
06/05/20 to 07/07/20	43157	33	1307.79	06/05/25 to 07/07/25	32635	33	988.94	-318.85
07/08/20 to 08/06/20	34995	30	1166.50	07/08/25 to 08/06/25	27691	30	923.04	-243.46
08/07/20 to 09/04/20	37162	29	1281.45	08/07/25 to 09/05/26	30776	30	1025.86	-255.59
09/05/20 to 10/06/20	39480	32	1233.75	09/06/25 to 10/06/25	29367	31	947.32	-286.43
10/05/20 to 11/02/20	26876	27	995.41					
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	120469	124	971.52	

GPCPD YTD	53.89
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



Fire Hydrant Near 3606 Baldwin Hills Court, SSF

From Patricia Mairena <pmairena@westboroughwater.org>

Date Thu 10/2/2025 5:12 PM

To Anderson, Ken <ken.anderson@ssf.net>

Cc Carlos Arias <carias@westboroughwater.org>

 1 attachment (1 MB)

IMG_4394.jpg;

Good afternoon Ken,

It was brought to our attention by Pete from SSF Parks and Rec that one of our fire hydrants was knocked out by an impaired driver. The incident occurred on Sunday, September 21, 2025, around 3am and was reported by a citizen to the City through seeclickfix.com. The location of the fire hydrant is near 3606 Baldwin Hills Court. Apparently, someone responded and turned off the water. Our crew responded yesterday and reinstalled the fire hydrant in place.

Is there a way you can check the Department's records and see if the SSFFD responded to this call and if the City was able to determine who caused this incident?

Also, is it possible for the Westborough Water District to get notified any time water is shutoff by the Department and not restored? That way our staff can respond as soon as possible and restore the service.

Request for Service

<https://seeclickfix.com/issues/20048104>

Best regards,

Patricia Mairena

General Manager

Westborough Water District

P.O. Box 2747

South San Francisco, CA 94083-2747

650-589-1435

pmairena@westboroughwater.org







BAWSCA Meeting of 18 September 2025

I called the BAWSCA meeting of 18 September 2025 to order at 6:30 PM at the Burlingame Community Center. Although we were back at our usual place, we did have a problem with one of our action items. While we hoped to present CEO Tom Smegal with his evaluation in closed session, he had surgery on his back the previous day at Stanford and was unable to attend. We will be having another closed session at our November meeting to discuss his evaluation. We did discuss his evaluation among ourselves and found his performance since reporting onboard to be outstanding. As for pay, his new pay rate, established by his prior contract, will be 3% above his current pay, effective 1 October. The contract calls for either this baseline adjustment each year or for a reset based upon a salary survey.

Anyhow, after my opening remarks we went right into the SFPUC report. Allison Kastama, SFPUC liaison, gave the Water Supply Conditions Update. Things look good as total system storage is at 89.3% of capacity vs an 81.2% normal. Precipitation for both Bay Area and Upcountry has been just below median for the water year ending 30 September. Total water deliveries are right about on the 5 year average. Steve Ritchie, Assistant General Manager for Water, gave a Wildfire Management Update which was of particular interest given the recent fire that severely damaged China Camp (and closed Highway 120 when he was using that route on a Hetch Hetchy tour). He reviewed the State required Wildfire Mitigation Plan (used to protect up-country) including their power line maintenance (Hetchy does generate power) and some of the sensors used to detect fires early. Early detection is essential as wildfires can essentially explode given current conditions. He also reviewed the protection SFPUC provides for their 62,000 acres of watershed lands. There when conditions are bad they close the watershed to all non-fire related personnel, even stopping contractors doing maintenance work. Dry lightning strikes are a big problem. During one storm a few years ago, there were 17 separate lightning strike fires all being fought at one time. Fortunately, those fires were stopped when still small.

After the PUC report we discussed and approved unanimously our one remaining action item, which was approval to participate (and fund our share) in the development and presentation of Water Use Efficiency Legislation Workshops. These workshops (3 in person, 9 virtual) will teach staff how to handle things like Urban Water Use Objective (OWUO), Commercial, Industrial, and Institutional (CII) performance measures, etc. which the state is now requiring (as I recall WWD hired a consultant to do our OWUO this year). Anyhow, I hope WWD can send somebody to take advantage of this training and opportunity to get questions answered. One of the questions the Board had is "What is non-functional turf?" Danielle said the State really has not defined that term although the Mountain View rep said they developed their definition during the last drought. They considered turf functional if people were just observed walking on it. It will be good to have a consultant to chase down the answers to these questions. The contract will be for not-to-exceed \$160K, but Valley Water will be paying half since we are partnering with them.

Tom Francis gave the CEO reports. He said 24 of 26 agencies have approved the Tier 2/WSA amendment. Burlingame approval should be in October, but Hayward may take until November as the proposals need to go through 2 committees before going to City Council. As for Bay/Delta, Phase 1 (Tuolumne) continues to slip as the State Board continues to focus on Phase 2 (Sacramento River tributaries), which is running into issues. With the "no news" we cancelled our closed session on Bay/Delta and FERC /Don Pedro Relicensing. As mentioned earlier, we did hold a closed session on Tom Smegal's evaluation and open session on pay, so after that our business was complete. The meeting was adjourned at about 8PM, with our next meeting scheduled for the Burlingame Community Center at 6:30 on November 20, 2025.

ACWA Region 5 Tour – 9/26/2025

Paty, Don Amuzie, and I (Tom Chambers) attended the SFPUC Infrastructure and Fire Resilience Tour which was held as an ACWA Region 5 meeting on September 26. I am not sure of reports being provided by Paty and Don, but here is my take on the events.

We met and registered (and had a boxed breakfast) at the SFPUC café in the lobby of the SFPUC building from 8:30-9AM. We then boarded the BIG (probably about 45-50 passenger) bus, got some handouts explaining what we would be seeing, and proceeded to the Twin Peaks reservoir, which is part of the Emergency Firefighting Water System (EFWS), previously called the Auxiliary Water Supply System (AWSS). This system was built after the 1906 earthquake to provide water for fighting large fires. It consists of strong (earthquake resistant) high pressure piping which feed specially colored fire hydrants (Black top, Red top, or Blue top) throughout the eastern part of the city. Normal fires are fought with the potable supply which uses white topped hydrants. The western part was largely sand dunes when the system was developed but the west did gain cisterns as an alternative firefighting water supply when developed. The AAWS was initially managed by the fire department, but the SFPUC took management over around 2010. Water is supplied from the Twin Peaks Reservoir (10.5 million gallons) or a couple of tanks at lower elevation. The reservoir is uncovered thus the water is not potable. In an emergency, SF bay saltwater can be introduced into the system from pumps located at Fort Mason and at Fire Department headquarters. We did tour the pump at Fort Mason which is undergoing some seismic work. The building is 1913 vintage and was originally built with steam engines to power the pumps. Steam was eventually replaced by 2-stroke diesel units which are now really old. They also have to periodically clean out the supply piping from the bay, which collects silt. Although they test the units monthly, I was told these pumps have never been required by an emergency. SFPUC is developing an EFWS project to provide resilient piping for the west side which would primarily be fed from the potable system with Lake Merced serving as an emergency backup supply. This system will be built with funding provided by SF's Earthquake Safety and Emergency Response general obligation bonds and SFPUC Water Capital Improvement Plan bonds. Note that the Water CIP portion of this project would be part of SFPUC's retail system and would not draw any funding from regional water system customers like WWD. Our presentation on EFWS was given by a fire chief at Twin Peaks.

After Twin Peaks we visited the previously mentioned pump station at Fort Mason/Aquatic Park. From there we did an in-the-bus tour of the Embarcadero and heard a presentation on what the Port of SF is doing to accommodate sea level rise. Basically, they have divided the embarcadero into 4 different "reaches" and are planning different accommodations for a 1.5 to 3 foot sea level rise for the various areas. We then stopped at the Southeast Community Center (I was told was built with Sewer money) for lunch and then proceeded to the Southeast Wastewater Treatment Plant. As SF has a combined storm water and wastewater system, this plant has to accommodate really big flows during winter storms (which it does not always do). They are doing a lot of construction/improvements, including a Biosolids Digesters Facilities Project. By improving the quality of their biosolid waste (from level B to level A) they can get a better price for their waste and reduce their discharges to the bay. On the front end they are also improving grit removal (helps to preserve their pumps). They are also investigating using the biogas created by the process, potentially even cleaning it up enough to sell to PG&E. They are sensitive to odor control as housing has encroached in their neighborhood. I asked about recycled water, but he said with several billion dollars of required projects planned, he said recycled water would have to wait. FYI, the Southeast Plant processes about 80% of the City's wastewater (normally about 50 mgd) but has a capacity of 250 mgd (needed for storms). The Oceanside plan by Lake Merced is much smaller plus SFPUC does have a couple of other small plants they can start up during stormy weather. In addition, they will be building a small plant on Treasure Island to support that community. After touring the Wastewater plant, we returned to SFPUC headquarters at 525 Golden Gate Avenue and adjourned.