



**FY 2021**  
**MONTHLY STATUS REPORT**  
**DECEMBER 2020**



---

Interoffice Memorandum

TO: CARLA A. REID  
GENERAL MANAGER/CEO

VIA: JOSEPH F. BEACH <sup>DS</sup>  
DEPUTY GENERAL MANAGER OF ADMINISTRATION *JFB*

FROM: PATRICIA A. COLIHAN <sup>DS</sup>  
CHIEF FINANCIAL OFFICER *PC*

DATE: FEBRUARY 8, 2021

SUBJECT: MONTHLY STATUS REPORT – DECEMBER 2020

---

Attached is the December Monthly Status Report on the budgetary and fiscal performance of the Commission. The report provides summary information delineating the Commission's current and projected financial status for Fiscal Year 2021 (FY'21). Beginning back in March 2020 we developed a Cost Savings Plan to address the impacts of the Covid-19 pandemic on our operations. This aggressive plan continues in FY'21 with planned expenditure reductions across all departments, debt related savings and adjustments, and the elimination of the PAYGO transfer for capital projects with a portion (\$10 million) preserved to support operating costs. Due to the uncertainty surrounding the duration and impact of the COVID-19 pandemic, we will continue to monitor our position and expect to modify our projections over the course of the fiscal year as new information becomes available. Although we are not making any changes to our projected financial results in this month's report, we are currently reevaluating some of our earlier assumptions and anticipate a significant change to our projected revenues in future reports due to continued duration of the pandemic and moratorium on turn-offs.

In the September report we lowered our revenue projections for interest income and water consumption and sewer use revenues. The projected sewer use revenue incorporates the reduction of \$12 million to recognize the previously identified need to re-baseline sewer use revenues due to historical trends. To address the projected revenue shortfall, the Cost Savings

CARLA A. REID  
MONTHLY STATUS REPORT – DECEMBER  
FEBRUARY 8, 2021  
PAGE 2

Plan remains in force across all departments, and includes the reduced PAYGO amount, a reduction in debt service expense, which is reflective of the restrained capital spending in FY'20 and anticipated lower spending in FY'21, and other adjustments. Due to the anticipated reduction in our revenue projections we are currently working on identifying areas for additional cost savings.

The pandemic continues to impact our ability to execute our capital program. We are currently re-assessing our capital project spending projections and expect to make additional reductions in the upcoming report. Slower spending on bond funded projects may allow us to delay future bond sales, contributing to debt service savings in the operating funds.

The accumulated net revenue at year end is projected to be \$159.2 million (see page 2 of the report), of which \$80.9 million is restricted for our working capital reserve. Due to the impacts of the Covid-19 pandemic, fund balance amounts previously planned for use in the FY'22 through FY'24 budgets have been eliminated.

Beginning with FY'21 we have shifted away from water production to water consumption and sewer use data by tier as the basis for our modeling and revenue projections. The additional data points are expected to result in greater insight and more accurate forecasts of water and sewer revenue. While fiscal to date water consumption at 131.0 MGD is 0.9% below the five-year average, water consumption and sewer use revenue is currently tracking at 2.3% below budget primarily due to more of the consumption occurring in the lower tiers (pages 3 & 4).

Other highlights of the December 2020 report are as follows:

**Revenues**

- Total revenues (all funds) through December were \$417.1 million or 50% of total budgeted.
- Total revenues (all funds) are projected to be \$784.1 million; \$44.4 million less than budgeted.

**Expenses**

- Total net expenses (all funds) through December were \$350.9 million or 42% of total budgeted.
- Total net expenses (all funds) are projected to be \$767.6 million; \$63.3 million less than budgeted.

**Water Consumption**

- Water consumption through December averaged 131.0 MGD (page 4).

**Workyears**

- Cumulative workyears through the end of December were 1,680 (page 5).

CARLA A. REID  
MONTHLY STATUS REPORT – DECEMBER  
FEBRUARY 8, 2021  
PAGE 3

**System Development Charge**

- The available account balance through December was \$15.9 million. The account balance will be used during the year to fund water and sewer growth-related capital projects (page 13).

I recommend transmittal of the attached report to Prince George's and Montgomery Counties.

**OPERATING FUNDS  
CONSOLIDATED STATEMENT OF REVENUES AND EXPENDITURES**

(In Thousands)

	<b>FY'20 ACTUAL</b>	<b>FY'21 APPROVED BUDGET</b>	<b>FY'20 ACTUAL THRU 12/31/19</b>	<b>FY'21 ACTUAL THRU 12/31/20</b>	<b>PROJECTED THRU 6/30/21</b>
<b><u>REVENUES</u></b>					
Water Consumption and Sewer Use Charges	\$618,158	\$689,210	\$331,808	\$354,594	\$658,200
Use of Accumulated Net Revenue	11,341	8,000	0	0	8,000
All Other Revenues	135,690	131,248	65,471	62,514	117,873
<b>TOTAL REVENUES</b>	<b>765,189</b>	<b>828,458</b>	<b>397,279</b>	<b>417,108</b>	<b>784,073</b>
<b><u>EXPENSES</u></b>					
Operating Expenses	473,862	493,046	217,108	210,598	484,605
PAYGO	0	31,016	7,754	0	0
Debt Service Expense	292,322	325,593	148,381	152,536	307,400
<b>GROSS EXPENSES</b>	<b>766,184</b>	<b>849,655</b>	<b>373,243</b>	<b>363,134</b>	<b>792,005</b>
Less: Reconstruction Debt Service Offset	(11,600)	(9,500)	(5,800)	(4,750)	(9,500)
Less: SDC Debt Service Offset	(6,695)	(5,772)	(3,348)	(2,887)	(5,772)
Less: Premium & Underwriter's Discount Transfers	(7,904)	(3,500)	(1,450)	(4,576)	(9,151)
<b>NET EXPENSES</b>	<b>739,985</b>	<b>830,883</b>	<b>362,645</b>	<b>350,921</b>	<b>767,582</b>
<b>NET REVENUE (LOSS) FOR YEAR</b>	<b>\$25,204</b>	<b>(\$2,425)</b>	<b>\$34,634</b>	<b>\$66,187</b>	<b>\$16,491</b>

**COMBINED WATER AND SEWER OPERATING FUNDS**

(In Thousands)

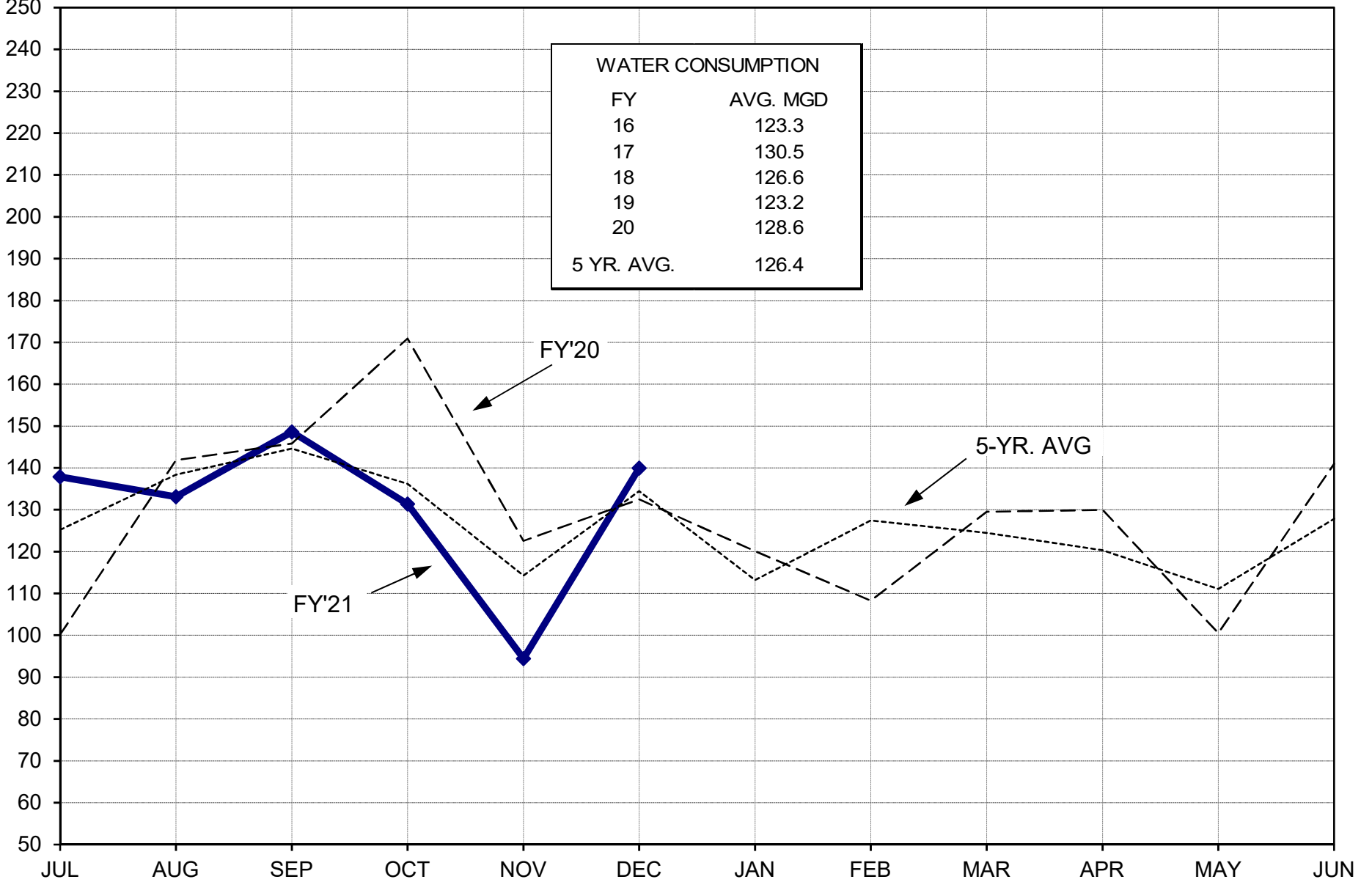
	<u>FY'20 ACTUAL</u>	<u>FY'21 APPROVED BUDGET</u>	<u>FY'20 ACTUAL THRU 12/31/19</u>	<u>FY'21 ACTUAL THRU 12/31/20</u>	<u>PROJECTED THRU 6/30/21</u>
<b>REVENUES</b>					
Water Consumption & Sewer Use Charges	\$618,158	\$689,210	\$331,808	\$354,594	\$658,200
Use of Accumulated Net Revenue	11,341	8,000	0	0	8,000
All Other Revenues	122,209	120,040	58,183	56,490	107,240
<b>TOTAL REVENUES</b>	<u>751,708</u>	<u>817,250</u>	<u>389,991</u>	<u>411,084</u>	<u>773,440</u>
<b>EXPENSES</b>					
Operating Expenses	472,147	491,141	216,312	209,783	482,700
PAYGO	0	31,016	7,754	0	0
Debt Service Expense	279,745	313,865	141,411	146,450	295,400
<b>GROSS EXPENSES</b>	<u>751,892</u>	<u>836,022</u>	<u>365,477</u>	<u>356,233</u>	<u>778,100</u>
Less: Reconstruction Debt Service Offset	(11,600)	(9,500)	(5,800)	(4,750)	(9,500)
Less: SDC Debt Service Offset	(6,695)	(5,772)	(3,348)	(2,887)	(5,772)
Less: Premium & Underwriter's Discount Transfers	(7,904)	(3,500)	(1,450)	(4,576)	(9,151)
<b>NET EXPENSES</b>	<u>725,693</u>	<u>817,250</u>	<u>354,879</u>	<u>344,020</u>	<u>753,677</u>
<b>NET REVENUE (LOSS) FOR YEAR</b>	<u>\$26,015</u>	<u>\$0</u>	<u>\$35,112</u>	<u>\$67,064</u>	<u>\$19,763</u>
ACCUMULATED NET REVENUE - BEGINNING OF YEAR	132,931				147,476
NET REVENUE (LOSS) FOR YEAR	26,015				19,763
USE OF ACCUMULATED NET REVENUE	(11,341)				(8,000)
<b>ACCUMULATED NET REVENUE - END OF YEAR</b>	<u>\$147,605</u>				<u>\$159,239</u> *
WATER CONSUMPTION (MGD)	128.6	122.1	135.6	131.0	122.1

\* Includes Working Capital Reserve of \$80.9 million.

NOTE: Refer to Pages 8 and 9 for details of Water and Sewer Operating Funds.

# WATER CONSUMPTION

AVERAGE MGD

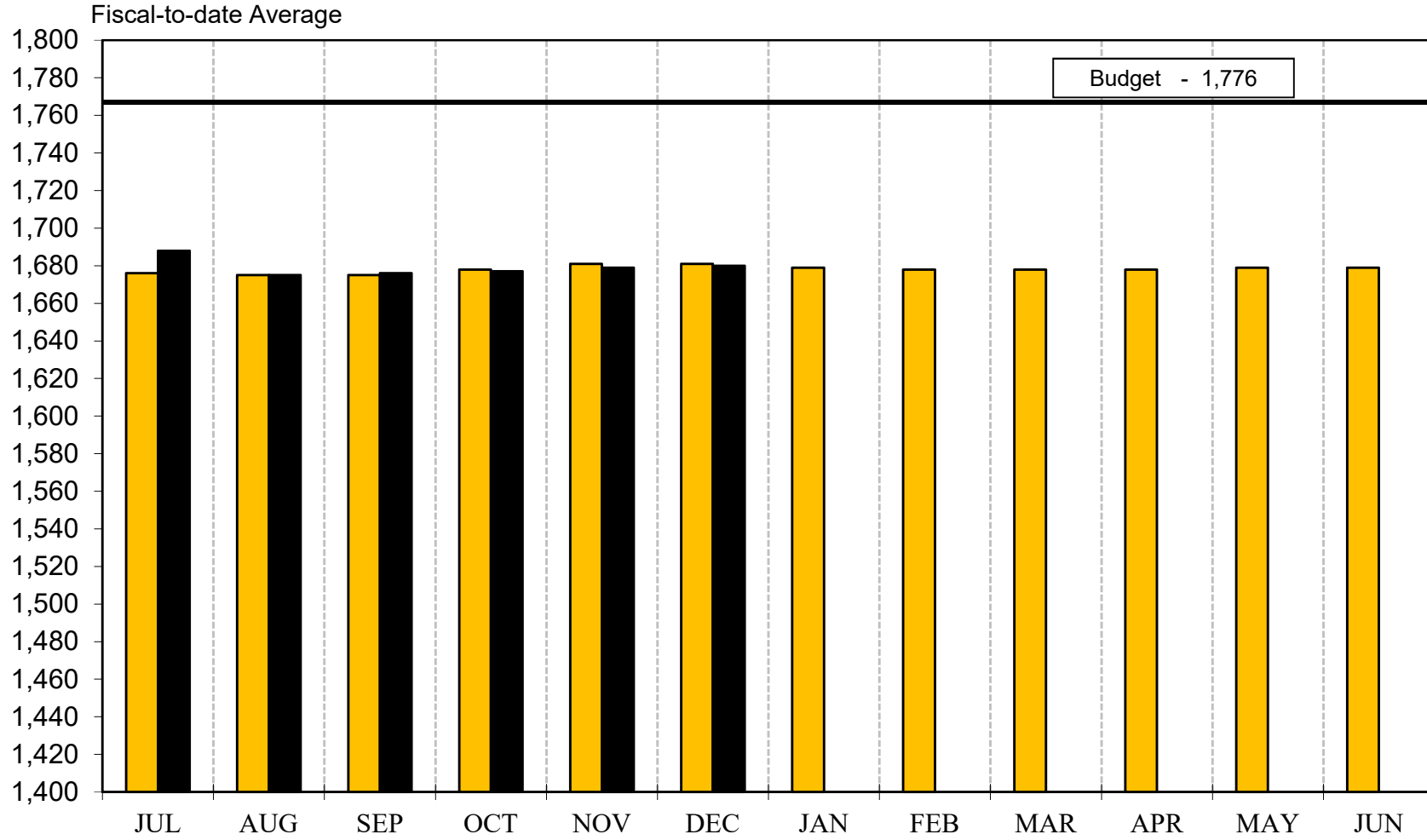


**FY'21  
WATER CONSUMPTION**

<b><u>MONTH</u></b>	<b><u>MONTHLY AVERAGE (MGD)</u></b>	<b><u>FY'21 CUMULATIVE AVERAGE (MGD)</u></b>	<b><u>FY'20 CUMULATIVE AVERAGE (MGD)</u></b>
July	137.879	137.879	100.173
August	133.079	135.479	121.024
September	148.602	139.758	129.285
October	131.358	137.641	139.689
November	94.436	129.170	136.267
December	139.932	130.983	135.637
January			133.419
February			130.276
March			130.194
April			130.172
May			127.475
June			128.601



# ACTUAL WORKYEARS



<span style="display:inline-block; width:10px; height:10px; background-color:yellow; border:1px solid black;"></span> FY'20	1,676	1,675	1,675	1,678	1,681	1,681	1,679	1,678	1,678	1,678	1,678	1,679	1,679
<span style="display:inline-block; width:10px; height:10px; background-color:black; border:1px solid black;"></span> FY'21	1,688	1,675	1,676	1,677	1,679	1,680	-	-	-	-	-	-	-

**STATEMENT OF CAPITAL FUNDS INCOME AND EXPENDITURES**  
**CAPITAL FUNDS TOTAL**

(In Thousands)

	<u>FY'20 ACTUAL</u>	<u>FY'21 APPROVED BUDGET</u>	<u>FY'20 ACTUAL THRU 12/31/19</u>	<u>FY'21 ACTUAL THRU 12/31/20</u>	<u>PROJECTED THRU 6/30/21</u>
<b><u>GROSS FUNDS AVAILABLE</u></b>					
Bonds Issued and Cash on Hand	\$289,097	\$562,675			
Anticipated Contributions:					
Federal & State Grants	1,589	23,000			
System Development Charge	14,077	9,530			
Other	12,451	10,177			
Available for Current Construction	<u>317,214</u>	<u>605,382</u>			
<b><u>CAPITAL COSTS</u></b>					
Salaries & Wages	\$26,388	\$27,826	\$13,657	\$12,974	\$27,826
Contract Work	211,404	353,066	95,326	84,634	275,000
Consulting Engineers	44,478	77,182	13,669	12,030	50,000
All Other *	112,115	147,308	53,409	56,571	125,000
<b>TOTAL COSTS</b>	<u><u>\$394,385</u></u>	<u><u>\$605,382</u></u>	<u><u>\$176,061</u></u>	<u><u>\$166,209</u></u>	<u><u>\$477,826</u></u>

\*Reflects the transfer of \$3.6 million of Bond Premium to the Water & Sewer Operating funds.

**CONSOLIDATED STATEMENT OF OPERATING FUNDS, REVENUES AND EXPENDITURES**

(In Thousands)

	<b>FY'20 ACTUAL</b>	<b>FY'21 APPROVED BUDGET</b>	<b>FY'20 ACTUAL THRU 12/31/19</b>	<b>FY'21 ACTUAL THRU 12/31/20</b>	<b>PROJECTED THRU 6/30/21</b>
<b>REVENUES</b>					
Water Consumption Charges	\$271,173	\$295,512	\$147,946	\$155,978	\$287,500
Sewer Use Charges	346,985	393,698	183,862	198,616	370,700
Account Maintenance Fees	35,922	32,360	15,817	16,321	30,800
Infrastructure Investment Fee	42,781	39,410	19,200	20,126	37,600
Front Foot Benefit & House Connection Assessments	12,824	10,378	6,899	5,923	10,378
Plumbing & Inspection Fees	14,425	14,470	7,404	8,535	14,490
Interest Income	5,364	10,600	2,870	310	575
Rockville Sewer Use	3,147	3,000	1,516	1,559	3,000
Use of Accumulated Net Revenue	11,341	8,000	0	0	8,000
Miscellaneous	21,227	21,030	11,765	9,740	21,030
<b>TOTAL REVENUES</b>	<b>765,189</b>	<b>828,458</b>	<b>397,279</b>	<b>417,108</b>	<b>784,073</b>
<b>EXPENSES</b>					
Salaries & Wages	132,574	128,370	68,101	66,278	126,244
Heat, Light & Power	15,534	20,423	7,672	8,522	19,400
Regional Sewage Disposal	56,414	58,000	26,742	28,184	58,000
All Other	269,340	286,253	114,593	107,614	280,961
PAYGO	0	31,016	7,754	0	0
Debt Service	292,322	325,593	148,381	152,536	307,400
<b>GROSS EXPENSES</b>	<b>766,184</b>	<b>849,655</b>	<b>373,243</b>	<b>363,134</b>	<b>792,005</b>
Less: Reconstruction Debt Service Offset	(11,600)	(9,500)	(5,800)	(4,750)	(9,500)
Less: SDC Debt Service Offset	(6,695)	(5,772)	(3,348)	(2,887)	(5,772)
Less: Premium & Underwriter's Discount Transfers	(7,904)	(3,500)	(1,450)	(4,576)	(9,151)
<b>NET EXPENSES</b>	<b>739,985</b>	<b>830,883</b>	<b>362,645</b>	<b>350,921</b>	<b>767,582</b>
NET REVENUE (LOSS) FOR YEAR	25,204	(\$2,425)	\$34,634	\$66,187	16,491
ACCUMULATED NET REVENUE - JULY 1	167,160				169,294
Use of Fund Balance	(22,941)				(17,500)
ACCUMULATED NET REVENUE - JUNE 30	<b>\$169,423</b>				<b>\$168,285</b>

Note: Details of the Water and Sewer Operating Funds and General Bond Debt Service Fund are on pages 8, 9 &amp; 12, respectively.

**WATER OPERATING**

(In Thousands)

	<b>FY'20 ACTUAL</b>	<b>FY'21 APPROVED BUDGET</b>	<b>FY'20 ACTUAL THRU 12/31/19</b>	<b>FY'21 ACTUAL THRU 12/31/20</b>	<b>PROJECTED THRU 6/30/21</b>
<b><u>REVENUES</u></b>					
Water Consumption Charges	\$271,173	\$295,512	\$147,946	\$155,978	\$287,500
Account Maintenance Fee	18,912	16,503	8,353	8,618	15,700
Infrastructure Investment Fee	22,373	20,099	10,054	10,558	19,200
Plumbing & Inspection Fees	8,296	8,380	4,237	4,863	8,400
Interest Income	(181)	1,000	(735)	51	50
Use of Accumulated Net Revenue	5,784	4,080	0	0	4,080
Miscellaneous	9,816	10,500	5,323	4,275	10,500
<b>TOTAL REVENUES</b>	<b>336,173</b>	<b>356,074</b>	<b>175,178</b>	<b>184,343</b>	<b>345,430</b>
<b><u>EXPENSES</u></b>					
Salaries & Wages	72,619	69,910	37,192	36,010	68,700
Heat, Light & Power	8,654	11,671	4,393	4,983	11,100
All Other	133,623	140,636	57,885	54,136	136,900
PAYGO	0	9,969	3,380	0	0
Debt Service	123,575	133,004	61,596	65,375	125,200
<b>GROSS EXPENSES</b>	<b>338,471</b>	<b>365,190</b>	<b>164,446</b>	<b>160,504</b>	<b>341,900</b>
Less: Reconstruction Debt Service Offset	(4,000)	(4,845)	(2,000)	(2,423)	(4,845)
Less: SDC Debt Service Offset	(3,475)	(2,731)	(1,738)	(1,366)	(2,731)
Less: Premium & Underwriter's Discount Transfers	(1,337)	(1,540)	(668)	(770)	(1,540)
<b>NET EXPENSES</b>	<b>329,659</b>	<b>356,074</b>	<b>160,040</b>	<b>155,945</b>	<b>332,784</b>
<b>NET REVENUE (LOSS)</b>	<b>6,514</b>	<b>\$0</b>	<b>\$15,138</b>	<b>\$28,398</b>	<b>12,646</b>
ACCUMULATED NET REVENUE - JULY 1	14,669				34,547 *
Use of Fund Balance	(5,784)				(4,080)
Fund Balance Transfer	19,070				0
<b>ACCUMULATED NET REVENUE - JUNE 30</b>	<b>\$34,469</b>				<b>\$43,113</b>

\*Reflects an increase in net revenues of \$78,000 resulting from prior year adjustments.

**SEWER OPERATING**

(In Thousands)

	<b>FY'20 ACTUAL</b>	<b>FY'21 APPROVED BUDGET</b>	<b>FY'20 ACTUAL THRU 12/31/19</b>	<b>FY'21 ACTUAL THRU 12/31/20</b>	<b>PROJECTED THRU 6/30/21</b>
<b><u>REVENUES</u></b>					
Sewer Use Charges	\$346,985	\$393,698	\$183,862	\$198,616	\$370,700
Account Maintenance Fee	17,010	15,857	7,464	7,703	15,100
Infrastructure Investment Fee	20,408	19,311	9,146	9,568	18,400
Rockville Sewer Use	3,147	3,000	1,516	1,559	3,000
Interest Income	5,062	9,000	3,343	248	500
Plumbing & Inspection Fees	6,129	6,090	3,167	3,672	6,090
Use of Accumulated Net Revenue	5,557	3,920	0	0	3,920
Miscellaneous	11,237	10,300	6,315	5,375	10,300
<b>TOTAL REVENUES</b>	<b>415,535</b>	<b>461,176</b>	<b>214,813</b>	<b>226,741</b>	<b>428,010</b>
<b><u>EXPENSES</u></b>					
Salaries & Wages	59,092	57,816	30,486	29,811	56,900
Heat, Light & Power	6,880	8,752	3,279	3,539	8,300
Regional Sewage Disposal	56,414	58,000	26,742	28,184	58,000
All Other	134,865	144,356	56,335	53,120	142,800
PAYGO	0	21,047	4,374	0	0
Debt Service	156,170	180,861	79,815	81,075	170,200
<b>GROSS EXPENSES</b>	<b>413,421</b>	<b>470,832</b>	<b>201,031</b>	<b>195,729</b>	<b>436,200</b>
Less: Reconstruction Debt Service Offset	(7,600)	(4,655)	(3,800)	(2,327)	(4,655)
Less: SDC Debt Service Offset	(3,220)	(3,041)	(1,610)	(1,521)	(3,041)
Less: Premium & Underwriter's Discount Transfers	(6,567)	(1,960)	(782)	(3,806)	(7,611)
<b>NET EXPENSES</b>	<b>396,034</b>	<b>461,176</b>	<b>194,839</b>	<b>188,075</b>	<b>420,893</b>
<b>NET REVENUE (LOSS)</b>	<b>19,501</b>	<b>\$0</b>	<b>\$19,974</b>	<b>\$38,666</b>	<b>7,117</b>
<b>ACCUMULATED NET REVENUE - JULY 1</b>	<b>118,262</b>				<b>112,929 *</b>
Use of Fund Balance	(5,557)				(3,920)
Fund Balance Transfer	(19,070)				0
<b>ACCUMULATED NET REVENUE - JUNE 30</b>	<b>\$113,136</b>				<b>\$116,126</b>

\*Reflects a decrease in net revenues of \$207,000 resulting from prior year adjustments.

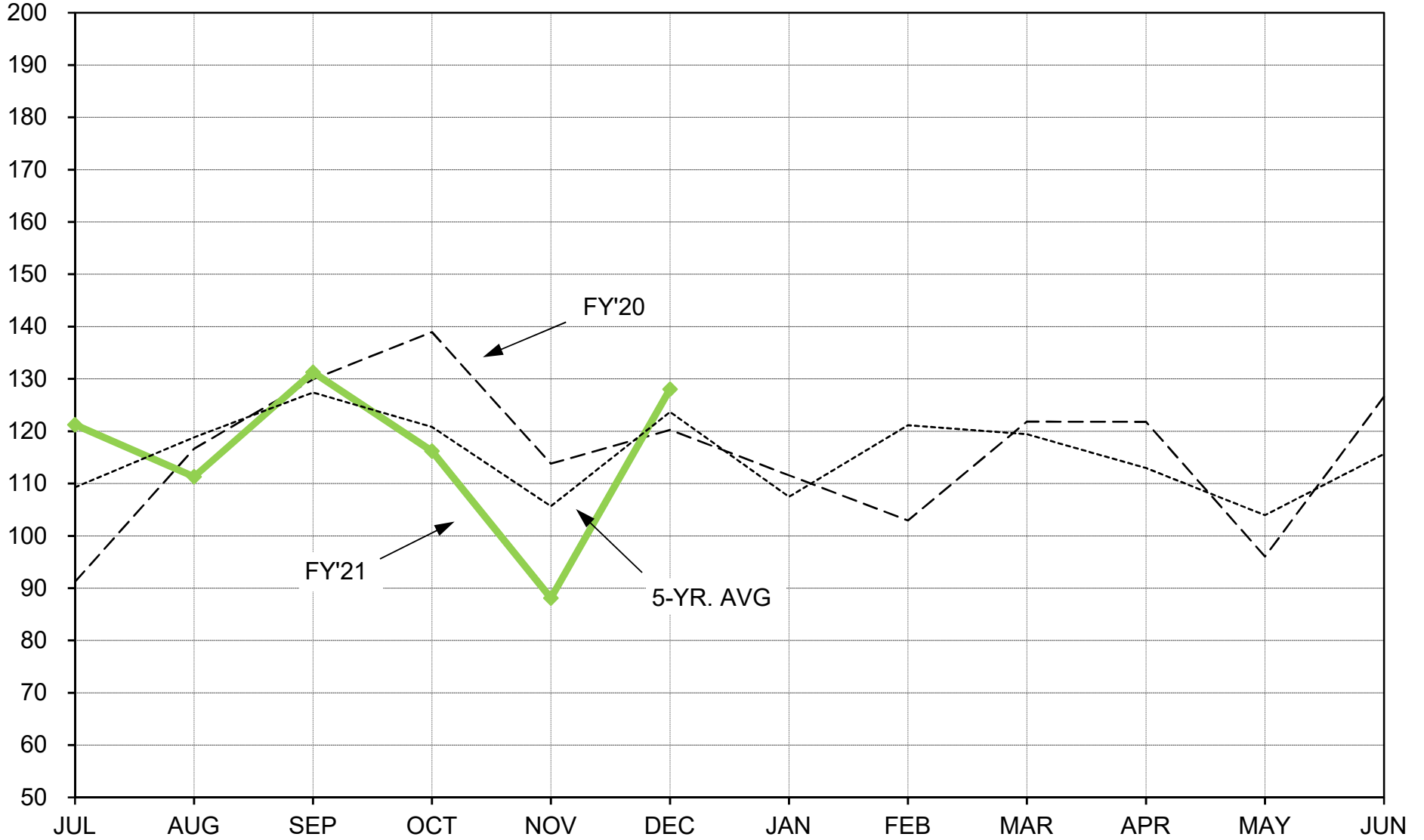
**FY'21  
SEWER USE**

<b><u>MONTH</u></b>	<b><u>FY'21 MONTHLY AVERAGE (MGD)</u></b>	<b><u>FY'21 CUMULATIVE AVERAGE (MGD)</u></b>	<b><u>FY'20 CUMULATIVE AVERAGE (MGD)</u></b>
July	121.25	121.25	91.21
August	111.30	116.27	103.93
September	131.27	121.16	112.59
October	116.18	119.91	119.18
November	88.10	113.67	118.10
December	128.02	116.09	118.46
January			117.48
February			115.66
March			116.35
April			116.89
May			115.00
June			115.96

# SEWER USE

(INCLUDES BLUE PLAINS)

AVERAGE MGD



**GENERAL BOND DEBT SERVICE FUND**

(In Thousands)

	<b>FY'20 ACTUAL</b>	<b>FY'21 APPROVED BUDGET</b>	<b>FY'20 ACTUAL THRU 12/31/19</b>	<b>FY'21 ACTUAL THRU 12/31/20</b>	<b>PROJECTED THRU 6/30/21</b>
<b>REVENUES</b>					
Front Foot Benefit & House Connection					
Assessments	\$12,824	\$10,378	\$6,899	\$5,923	\$10,378
Interest Income	483	600	262	11	25
Miscellaneous	174	230	127	90	230
Use of Accumulated Net Revenue	11,600	9,500	5,800	4,750	9,500
Reconstruction Debt Service Offset	(11,600)	(9,500)	(5,800)	(4,750)	(9,500)
<b>TOTAL REVENUES</b>	<b>13,481</b>	<b>11,208</b>	<b>7,288</b>	<b>6,024</b>	<b>10,633</b>
<b>EXPENSES</b>					
Salaries & Wages	863	644	423	457	644
All Other	852	1,261	373	358	1,261
Debt Service	12,577	11,728	6,970	6,086	12,000
<b>GROSS EXPENSES</b>	<b>14,292</b>	<b>13,633</b>	<b>7,766</b>	<b>6,901</b>	<b>13,905</b>
<b>NET EXPENSES</b>	<b>14,292</b>	<b>13,633</b>	<b>7,766</b>	<b>6,901</b>	<b>13,905</b>
NET REVENUE (LOSS)	(811)	<u>(\$2,425)</u>	<u>(\$478)</u>	<u>(\$877)</u>	(3,272)
ACCUMULATED NET REVENUE - JULY 1	34,229				21,818
Use of Fund Balance	(11,600)				(9,500) *
ACCUMULATED NET REVENUE - JUNE 30	<u>\$21,818</u>				<u>\$9,046</u>

\* Reflects transfer of \$9,500,000 for Reconstruction Debt Service from General Bond Debt Service Fund to Water &amp; Sewer Operating Funds.



**SYSTEM DEVELOPMENT CHARGE ACCOUNT**

(In Thousands)

ACCOUNT BALANCE, JULY 1, 2020	\$13,730
<u>ACCOUNT ADDITIONS:</u>	
SDC Revenues, Net	17,427
Interest Income	<u>7</u>
FUNDS AVAILABLE	31,164
Less MOU Credit Reimbursement	(2,208)
<u>TRANSFERRED TO OPERATING FUNDS:*</u>	
Water Operating - Debt Service	(1,366)
Sewer Operating - Debt Service	(1,521)
<u>TRANSFERRED TO BOND FUNDS:</u>	
Water Supply Bond	0
Sewer Disposal Bond	<u>0</u>
Account Balance	26,069
Less Amounts Billed But Not Yet Collected	0
Less Reserve for MOU Related Reimbursements	<u>(10,176)</u>
AVAILABLE ACCOUNT BALANCE, DECEMBER 31, 2020	<u><u>\$15,893</u></u>

\*Transfers to operating funds service debt issued in FY'16, FY'18 & FY'19 and are shown on pages 8 & 9 as SDC Debt Service Offset.

## Certificate Of Completion

Envelope Id: 9B33D95E5833405EA9C2EA9825A672EB	Status: Completed
Subject: Please DocuSign: MSR_FY21_December_Report b.pdf	
Source Envelope:	
Document Pages: 17	Signatures: 0
Certificate Pages: 2	Initials: 2
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Mark Brackett
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	14501 Sweitzer Lane
	Laurel, MD 20707
	Mark.Brackett@wsscwater.com
	IP Address: 205.167.187.197


## Record Tracking

Status: Original 2/8/2021 11:11:23 AM	Holder: Mark Brackett Mark.Brackett@wsscwater.com	Location: DocuSign
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: WSSC Water	Location: DocuSign

## Signer Events

Patricia Colihan  
Patricia.Colihan@wsscwater.com  
Chief Financial Officer  
WSSC Water  
Security Level: Email, Account Authentication (Optional)

## Signature




Signature Adoption: Pre-selected Style  
Using IP Address: 205.167.187.197

## Timestamp

Sent: 2/8/2021 11:13:20 AM  
Viewed: 2/8/2021 11:24:19 AM  
Signed: 2/8/2021 11:24:32 AM  
Freeform Signing

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Joseph F Beach  
Joseph.Beach@wsscwater.com  
Deputy Gen Mgr Admin  
WSSC Water  
Security Level: Email, Account Authentication (Optional)



Signature Adoption: Pre-selected Style  
Using IP Address: 205.167.186.197

Sent: 2/8/2021 11:24:34 AM  
Viewed: 2/8/2021 12:26:14 PM  
Signed: 2/8/2021 12:27:46 PM  
Freeform Signing

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/8/2021 11:13:20 AM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	2/8/2021 12:26:14 PM
Signing Complete	Security Checked	2/8/2021 12:27:46 PM
Completed	Security Checked	2/8/2021 12:27:46 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------