



**Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District**
June 11, 2024 – 6:00 p.m.
3021 Fullerton Road
Rowland Heights, CA 91748

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

President Szu Pei Lu-Yang
Vice President John Bellah
Director Vanessa Hsu
Director Robert W. Lewis
Director Anthony J. Lima

ABSENT:

None

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best Best & Krieger
Jody Roberto, TVMWD
Mike Ti, TVMWD
Erin LaCombe, CV Strategies
Tara Bravo-Mullaly, CV Strategies

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Dusty Moisio, Assistant General Manager
Allen Davidson, Director of Operations
Myra Malner, Director of Finance
Gabriela Palomares, Executive Services Manager
Elisabeth Mendez, Compliance & Safety Manager
Brittnie Gildea, Education & Community Outreach Coordinator
Robert Leamy, Water Systems Supervisor
Casey Hayes, Facility Maintenance

ADDITION(S) TO THE AGENDA – None.

PUBLIC COMMENT ON NON-AGENDA ITEMS - None.

1. CONSENT CALENDAR

Upon motion by Director Lima, seconded by Director Hsu, the Consent Calendar was unanimously approved as follows:

- 1.1 Approval of Minutes of Regular Board Meeting Held on May 14, 2024
- 1.2 Approval of Minutes of Special Board Meeting held on May 28, 2024
- 1.3 Demands on General Fund Account for April 2024
- 1.4 Investment Report for April 2024
- 1.5 Water Purchases for April 2024
- 1.6 California Reservoir Conditions
- 1.7 Approval of Special Board Meetings for June 25, 2024, and July 25, 2024. General Manager Tom Coleman noted that the June 25, 2024, meeting is presented as a placeholder for a possible workshop. Should a workshop be needed for such date, posting of the Special Board meeting agenda shall comply with Brown Act posting regulations.
(Motion passed 5-0)

2. ACTION ITEMS

2.1 Review and Approve Directors' Meeting Reimbursements for May 2024

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously approved the Directors' Meeting Reimbursement Report as presented. (Motion passed 5-0)

2.2 Review and Approve Schedule of Monthly Salary Ranges Effective July 1, 2024

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously approved the Schedule of Monthly Salary Ranges Effective July 1, 2024, as included in the Board packet. (Motion passed 5-0)

2.3 Review and Approve Rowland Water District Operations and Capital Improvement Budget for Fiscal Year 2024-2025

Myra Malner, Director of Finance, presented the FY 2024-2025 Rowland Water District Budget comprised of total Revenues in the amount of \$31,669,600; total Expenses in the amount of \$24,063,300; and net income before debt service and capital expenses in the amount of \$7,606,300.

Upon discussion by the Board and staff, a motion was made by Director Lewis, seconded by Director Lima and unanimously carried (5-0), to adopt the Fiscal Year 2024-2025 Rowland Water District Operations and Capital Improvement Budget as presented in the Board packet.

(Motion passed 5-0)

2.4 Puente Basin Water Agency (PBWA) FY 2024-25

Upon motion by Director Lewis, seconded by Director Bellah, the Board unanimously ratified the Puente Basin Water Agency FY 2024-2025 budget. (Motion passed 5-0)

2.5 Annual Water Supply & Demand Assessment Report Prepared by Stetson Engineers

The Board was asked to approve the Annual Water Supply and Demand Assessment Report included in the Board packet. Dusty Moio, Assistant General Manager, explained that this report evaluates the District's annual water supply and demand. He highlighted that the report concludes the District's water supplies are projected to meet the monthly potable and non-potable unconstrained water demands for the coming fiscal year.

Following discussion, upon motion by Director Hsu, seconded by Director Lewis, the Board unanimously approved and filed the Annual Water Supply and Demand Assessment Report of Fiscal Year 2024-25. (Motion passed 5-0)

2.6 Workplace Violence Prevention Plan

Elisabeth Mendez, Compliance & Safety Manager, delivered an informational presentation on the District's Workplace Violence Prevention Plan. She reported that the Plan was designed to address various aspects of workplace violence prevention, response, and support, in compliance with SB 553 (Cortese) - Occupational safety: workplace violence: restraining orders and workplace violence prevention plan. Ms. Mendez indicated that, as stipulated in the Plan, periodic reviews and awareness trainings will be conducted to ensure compliance with current laws and regulations and to ensure that employees are informed about the appropriate measures to take during escalated situations. Board members then participated in a condensed version of the Workplace Violence Prevention training specific to their role as Board members.

Following discussion and training, upon motion by Director Hsu, seconded by Director Lewis, the Board unanimously authorized the General Manager to approve the Workplace Violence Prevention Plan.

2.7 Declare 2017 Ford Explorer, Vin 1FM5K7D84HGA93757, License No. 1464504 as Surplus Property

Upon motion by Director Lewis, seconded by Director Lima, the Board unanimously declared the 2017 Ford Explorer, Vin 1FM5K7D84HGA93757, License No. 1464504, as surplus property, and directed staff to dispose of such property in accordance with District policy. (Motion passed 5-0)

3. PUBLIC RELATIONS

3.1 Communications Outreach (CV Strategies)

Ms. Erin LaCombe announced that CV Strategies, on behalf of the District, will be issuing press releases to honor Director Lewis's thirty years of service and to announce the RWD Board of Directors' approval of a balanced Operations and Capital Budget for the 2024-2025 Fiscal Year. She also noted that the District was highlighted in a PR Newswire release as a participant in the Los Angeles County Sanitation District's Earth Day Festival on April 13, 2024.

3.2 Education Update

In May 2024, the Education & Community Outreach team actively participated in a variety of events designed to enhance water education awareness and engagement within the District. Mrs. Brittne Gildea presented a summary of the following educational and community outreach activities and achievements, including:

- May 23, 2024, Senior Pathfinder Resource Fair Pathfinder Park
- May 28, 2024, Water Awareness Student Poster Recognition
- June 3, 2024, Rowland Unified School District recognition of RWD Mini Solar Challenge winners
- June 6, 2024, tour of MWD Pure Water Plant, Carson CA
- June 29, 2024, Rowland Heights Community Coordinating Council Annual Picnic

Following Mrs. Gildea's presentation, Elisabeth Mendez, Compliance & Safety Manager, presented the District's Consumer Confidence Report (CCR). She highlighted that the CCR is now available as an interactive webpage on the District's website. This new dynamic and user-friendly platform enhances the customer experience by providing easy access to comprehensive information on the CCR's components, including the source of water, detected contaminants, health information, regulatory compliance, treatment processes, public participation, and

educational resources. Mr. Robert Leamy, Water Systems Supervisor, took a moment to discuss some of the data representative of the CCR.

4. DISCUSSION OF UPCOMING CONFERENCES, WORKSHOPS, OR EVENTS (INCLUDING ITEMS THAT MAY HAVE ARISEN AFTER THE POSTING OF THE AGENDA)

4.1 Board members were apprised the District's RSVP to Three Valleys Municipal Water District's June 27, 2024, Leadership Breakfast.

4.2 Urban Water Institute 2024 Annual Conference (August 21-23, 2024)

Upon motion by Director Lewis, seconded by Director Lima, the Board unanimously authorized payment of per diem compensation and expenses for Board of Director attendance to the Urban Water Institute 2024 Annual Conference. (Motion passed 5-0)

5. LEGISLATIVE INFORMATION – General Manager Tom Coleman reported on the following legislative matters of interest to the District:

- RWD joined a coalition letter, led by the Association of California Water Agencies (ACWA), opposing any reduction or reversion of previously committed funding for water resilience projects related to the San Francisco Bay/Sacramento-San Joaquin Delta (Bay-Delta).
- SB 1330 (Archuleta) – General Manager Tom Coleman will attend the Water, Parks, and Wildlife Committee on June 25, 2024, to testify on behalf of the bill.
- SB 1390 (Caballero) – Groundwater recharge: floodflows: diversion. RWD opposes SB 1390 as it could adversely impact the Metropolitan Water District's State Water Project supplies by increasing the amount of diversions authorized under SB 122. SB 122 could harm State Water Project supplies directly and indirectly.

6. REVIEW OF CORRESPONDENCE

6.1 Board members received and discussed the letter of support, included in the Board packet, endorsing Jo Mackenzie, a Board member of the Vista Irrigation District, for her election to the CSDA Board of Directors, Southern Network, Seat A. As this was an informational item only, no Board action was taken.

7. COMMITTEE REPORTS

7.1 Joint Powers Insurance Authority – None.

7.2 Three Valleys Municipal Water District – Board members Bellah and Lima reported on business meeting matters discussed during the May 15 and June 6, 2024, TVMWD Board meetings.

7.3 Association of California Water Agencies – None.

7.4 Puente Basin Water Agency (PBWA) – Director Lewis reported on business matters from the June 6, 2024, PBWA meeting.

7.5 Project Ad-Hoc Committee – None

7.6 Regional Chamber of Commerce – None.

7.7 **P-W-R Joint Waterline Commission** – Director Lima reported on business matters from the June 6, 2024, P-W-R Joint Waterline Commission meeting.

7.8 **Sheriff’s Community Advisory Council** – None.

7.9 **Rowland Heights Community Coordinating Council (RHCCC)** – None.

7.10 **Local Agency Formation Commission** – None.

8. OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

8.1 Finance Report

Director of Finance, Myra Malner, presented a year-to-date Financial Dashboard containing comparative graphs of Revenue and Expense by Category and Consumption by Class through April 2024. Following her report, she answered questions posed by Board members.

8.2 Operations Report

The Board was provided with the field operations tasks completed during April 2024 (as listed below):

- Water Samples - 210
- Site Inspections – 66
- Service Orders Completed - 453
- Meters Replaced - 45
- Modules Replaced - 8
- Dig Alerts - 371
- Service Lines Replaced - 4
- System Valves Replaced - 0
- Air Releases Inspections - 26
- Recycled Water Inspections – 14

Allen Davidson, Director of Operations, presented details of the District’s Lead and Copper Sampling Program. He advised that the goal of the program is to collect water samples from 45 residential customers located on various points of the District’s distribution system to measure the concentration of lead and copper present. He showcased the instructional video created for customers on how to appropriately collect water sample and furthermore explained that lead detected in drinking water is primarily from materials and components associated with service lines and home plumbing. Mr. Davidson concluded his presentation by emphasizing RWD’s dedication to maintaining rigorous testing protocols to ensure the safety of drinking water supplies and to protect public health.

8.3 Projects Update – None.

8.4 Personnel Report – None.

9. ATTORNEY’S REPORT – None.

10. CLOSED SESSION

A Closed Session was not held in connection with the item listed below:

a. Conference with Real Property Negotiator - [§54956.8]

Property: Portion of Property Located at
Anaheim & Puente Road

City of Industry
District Negotiator: Tom Coleman, General Manager
Negotiating Parties: City of Industry
Under Negotiation: Price and Terms

Closed Session Announcements: It was reported that no reportable action was taken as closed session was not held.

General Manager's and Directors' Comments – None.

Future Agenda Item(s) – None.

Late Business – None.

A motion was made by Director Hsu to adjourn the meeting. The meeting was adjourned at 8:16 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary