



**Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District**
November 12, 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 Robert W. Lewis
Director Anthony J. Lima

ABSENT:

Director Vanessa Hsu

OTHERS PRESENT:

Sam Johnson, Partner, Best Best & Krieger
Jody Roberto, TVMWD
Mike Ti, TVMWD
Sylvie Lee, TVMWD
Tara Bravo-Mullaly, CV Strategies
Dan Haste
Chris Haste
Ms. Housley

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Dusty Moisio, Assistant General Manager
Myra Malner, Director of Finance
Allen Davidson, Director of Operations
Gabriela Palomares, Executive Services Manager
Rob Leamy, Water Systems Supervisor
Keith Fouts, Project Manager
Brittnie Gildea, Education & Community Outreach Coordinator

ADDITION(S) TO THE AGENDA – Upon motion by Director Bellah, seconded by Director Lima, the Board approved the reordering of the agenda to address Item 8.1, Discussion Regarding Request for Ingress and Egress Access from District Road to Private Parcel (APN 8269-004-011), earlier in the meeting. The motion was unanimously approved (4-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS - None.

1. CONSENT CALENDAR

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

- 1.1 Approval of Minutes of Regular Board Meeting Held on October 8, 2024
- 1.2 Approval of Minutes of Special Board Meeting held on October 22, 2024
- 1.3 Demands on General Fund Account for October 2024
- 1.4 Investment Report for September 2024
- 1.5 Water Purchases for September 2024
- 1.6 California Reservoir Conditions

Motion passed (4-0)

2. ACTION ITEMS

2.1 Review and Approve Directors’ Meeting Reimbursements for October 2024

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously approved the Directors’ Meeting Reimbursement Report as presented. (Motion passed 4-0)

2.2 Association of California Water Agencies – Proposed Amended and Restated Bylaws

Upon motion by Director Lima, seconded by Director Bellah, the Board unanimously provided Director Robert Lewis, the District’s ACWA Voting Delegate, guidance on casting the District’s vote on the proposed ACWA amended and restated bylaws. (Motion passed 4-0)

2.3 Request Funds for the Joint Line Reservoirs Chloramine Boosting System (CBS)

Staff presented a request for Board approval of \$772,000 in funding to upgrade the chloramine boosting system for the Joint Line Reservoirs. This upgrade aims to enhance water quality management and improve operational efficiency.

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously approved \$772,000 for the Joint Line Reservoirs Chloramine Boosting System. (Motion passed 4-0)

8.1 Discussion Regarding Request for Ingress and Egress Access from District Road to Private Parcel (APN 8269-004-011)

President Lu-Yang announced that Item 8.1 would now be addressed. A parcel map was displayed to provide visual context for the discussion regarding a request from the property owner of APN 8269-004-011 (the “Housley Property”) for ingress and egress access via a road which the District holds an easement.

General Manager Tom Coleman explained that Rowland Water District (RWD) owns and maintains a private access road leading to District-owned property and Reservoirs 3 and 13. RWD’s right to use the road is secured by an exclusive easement granted by the developer who built the residential track. The owner of the Housley Property has requested permission to use this road for access to and from their parcel that is land locked. RWD holds an exclusive easement that does not allow the District the authority to extend its easement rights to other parties.

By way of background, RWD first obtained an easement for access in 1963. This easement was replaced in 1974 with a new easement for roadway and utility purposes, granted by WL Builders over lots 58, 65, 69, 70, and 78, as recorded on Tract Map 26048. Any requests for access rights must be directed to the current owners of these lots as RWD cannot grant such rights.

Mr. Dan Haste, representative of the Housley Property, expressed their interest in obtaining ingress and egress access from RWD. General Manager concluded the discussion by reiterating that the District does not have the legal authority to grant easement access and recommended that Mr. Haste contact the current landowners of lots 58, 65, 69, 70, and 78 for an easement to access the Housley Property. As this was an informational item, no Board action was taken.

2.4 Request for Additional Funds for Reservoir 12 Chloramine Boosting System (CBS)

Staff presented a request for Board approval of an additional allocation of \$746,000 for the Reservoir 12 CBS project. This additional funding is needed to support expanded project requirements to ensure adequate chloramine boosting capacity and reliability.

Upon motion by Director Lewis, seconded by Director Bellah, the Board unanimously approved an additional allocation of \$746,000 for the Reservoir 12 Chloramine Boosting System. (Motion passed 4-0)

2.5 Participation in California Cooperative Liquid Asset Securities System (CLASS)

The Board was asked to consider participating in the California Cooperative Liquid Assets Securities System (CLASS) as an additional tool to help maximize yields of district funds. General Manager Coleman noted that the District currently invests in the state's Local Agency Investment Fund (LAIF) of a similar type of investment strategy. Following an analysis of both funds, staff is recommending adding CLASS to the District's investment portfolio as it could offer a more beneficial strategy.

Upon motion by Director Bellah, seconded by Director Lima, the Board authorized staff to execute and complete the California Cooperative Liquid Assets Securities System Participant Registration Form. (Motion passed 4-0)

2.6 Discussion and Possible Action to Amend Board Presidency Term

The Board engaged in a discussion regarding the length of the Board president's term and considered the possibility of reducing the term from two years to one year. Following discussion, Board members reached a consensus and unanimously agreed to maintain the current two-year term for the Board presidency.

2.7 RWD Annual Report for Fiscal Year 2023-24

Ms. Tara Bravo-Mullaly of CV Strategies presented the District's 2023-24 Annual Report highlighting key developments and initiatives that took place during fiscal year 2023-2024. As this was an informational presentation only, no Board action was taken.

3. PUBLIC RELATIONS

3.1 Community Relations and Education Update

The Board received a report from Education and Community Relations Outreach Coordinator Brittne Gildea regarding the recent Invoice Cloud Campaign results. The initiative, which incentivized customers with complimentary succulents for enrolling in automatic payments or paperless billing, successfully garnered 350 qualifying accounts. Ms. Gildea proceeded to outline the District's strategic marketing approach for implementing state-mandated water

conservation measures, provided an overview of the new employee-driven charitable initiatives, and concluded with updates on current educational programs.

3.2 Communications Outreach (CV Strategies)

Tara Bravo-Mullaly of CV Strategies presented an overview of recent press releases distributed on the District's behalf and announced the launch of CET's new podcast episode featuring Jennifer Pierre, General Manager, State Water Contractors.

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

- Board members were informed of the Urban Water Institute's Spring Conference taking place February 26-28, 2025, and were asked to advise staff of their interest in attending.
- Board request was given to place the ACWA 2025 DC conference on December's agenda for consideration.

5. LEGISLATIVE INFORMATION – None.

6. REVIEW OF CORRESPONDENCE - None.

7. COMMITTEE REPORTS

7.1 Joint Powers Insurance Authority – The ACWA/JPIA Fall Conference is scheduled for December 2-3, 2024.

7.2 Three Valleys Municipal Water District – Directors Bellah and Lima reported on TVMWD's October 16 and November 6, 2024, Board meeting activities.

7.3 Association of California Water Agencies – The ACWA Fall Conference is scheduled for December 3-5, 2024.

7.4 Puente Basin Water Agency (PBWA) – The next PBWA meeting is scheduled for December 12, 2024.

7.5 Project Ad-Hoc Committee – None.

7.6 Regional Chamber of Commerce – None.

7.7 P-W-R Joint Waterline Commission – None.

7.8 Rowland Heights Community Coordinating Council (RHCCC) – None.

7.9 Local Agency Formation Commission – None.

8. OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

8.1 Board Report

Item 8.1 was discussed after agenda item 2.3.

8.2 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 September 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 October 2024 (as listed below):

- Water Samples - 211
- Site Inspections – 78
- Service Orders Completed - 519
- Meters Replaced - 27
- Modules Replaced - 35
- Dig Alerts - 324
- Service Lines Replaced - 7
- System Valves Replaced - 0
- Air Releases Inspections - 0
- Recycled Water Inspections – 13

8.3 Projects Update – Assistant General Manager Dusty Moisio provided an overview of the rehabilitation upgrades to Reservoir 8 and the remodel of the District break and locker rooms in the warehouse.

8.4 Personnel Report – General Manager Tom Coleman reported on the recruitment status of the part-time PWAG Administrative Assistant, Customer Service Supervisor, and customer service representative.

9. ATTORNEY’S REPORT – Legal Counsel Sam Johnson advised that the Environmental Protection Agency has updated its regulations regarding lead in drinking water under the Lead and Copper Rule Improvements (LCRI). Although updated regulations have no impacts to the District, he provided a brief overview of the key elements of the updated regulations.

10. CLOSED SESSION – 8:02 p.m.

A Closed Session was held in connection with the items 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

b. Conference with Legal Counsel – Existing Litigation [§54956.9]

Paragraph (1) of subdivision (d) of §54956.9

Haste, et al. vs Rowland Water District

c. Public Employment [§54987]

Title: Marketing & Social Media Coordinator

11. Reconvene/Report on Closed Session – 8:12 p.m.

Closed Session Announcements – It was reported by Legal Counsel that the Board was briefed on the facts and circumstances of the matters regarding closed session item (c), and no reportable action was taken on the matter.

General Manager’s and Directors’ Comments – The Board was informed of the 2025 ACWA Spring Conference dates and other scheduled meetings. These dates were noted for planning purposes and to ensure alignment with the District’s operational calendar.

Future Agenda Item(s) – None.

Late Business – None.

A motion was made by Director Lima to adjourn the meeting. The meeting was adjourned at 8:21 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary