



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
March 11, 2025 – 6:00 p.m.
3021 Fullerton Road
Rowland Heights CA 91748

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

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

ABSENT: None

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best Best & Krieger
Tara Bravo-Mullaly, CV Strategies
Steve Lang, TVMWD

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
Brittnie Gildea, Social Media & Marketing Coordinator

ADDITION(S) TO THE AGENDA – None.

PUBLIC COMMENT ON NON-AGENDA ITEMS – Mr. Steve Lang, TVMWD Director of Operations, was introduced to the Board.

DIRECTOR REMOTE PARTICIPATION PURSUANT TO GOV. CODE §54953(f)

- Notifications Due to Just Cause – None.

- Requests Due to Emergency Circumstances – None.

1. **CONSENT CALENDAR**

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

- 1.1 Approval of Minutes of Regular Board Meeting held on February 11, 2025
- 1.2 Approval of Minutes of Special Board Meeting held on February 25, 2025
- 1.3 Demands on General Fund Account for February 2025
- 1.4 Investment Report for January 2025
- 1.5 Water Purchases for January 2025
- 1.6 California Reservoir Conditions
- 1.7 Rescheduling of April's Special Board meeting to April 29, 2025
(Motion passed 5-0)

2. **ACTION ITEMS**

2.1 **Review and Approve Directors' Meeting Reimbursements for February 2025**

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 **Grant of Easement to New Cingular Wireless PCS at Artigas Reservoir Site**

Upon motion by Director Lu-Yang, seconded by Director Hsu, the Board unanimously approved a grant of easement to New Cingular Wireless PCS to perform work on underground communication systems located at Artigas Reservoir site (APN 8265-015-900). (Motion passed 5-0)

2.3 **Consider Adoption of Resolution No. 3-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Brent Hastey**

Upon motion by Director Lu-Yang, seconded by Director Lewis, the Board unanimously adopted RWD Resolution No. 3-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Brent Hastey, by the following roll call vote:

Ayes: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
Noes: None
Absent: None
Abstain: None

2.4 **Consider Adoption of Resolution No. 3.1-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Melody McDonald**

Upon motion by Director Lu-Yang, seconded by Director Lewis, the Board unanimously adopted RWD Resolution No. 3.1-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Melody McDonald, by the following roll call vote:

Ayes: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
Noes: None
Absent: None
Abstain: None

2.5 Consider Adoption of Resolution No. 3.2-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Randall Reed

Upon motion by Director Lu-Yang, seconded by Director Lewis, the Board unanimously adopted RWD Resolution No. 3.2-2025, Concurring in Nomination to the Executive Committee of the ACWA/JPIA Randall Reed, by the following roll call vote:

Ayes: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang

Noes: None

Absent: None

Abstain: None

2.6 Consider Adoption of Resolution No. 3.3-2025, Nominating Sheryl L. Shaw, P.E., to the Watermaster Board Established Under the Puente Basin Judgment (Los Angeles County Superior Court Case No. C369220)

Upon motion by Director Lu-Yang, seconded by Director Lima, the Board unanimously adopted RWD Resolution No. 3.3-2025, Nominating Sheryl L. Shaw, P.E. to the Watermaster Board Established Under the Puente Basin Judgment (Los Angeles County Superior Court Case No. C369220), by the following roll call vote:

Ayes: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang

Noes: None

Absent: None

Abstain: None

2.7 Federal Procurement Procedures Policy

General Manager Tom Coleman presented the proposed Federal Procurement Procedures Policy included in the Board packet. He explained that the policy was designed to meet specific requirements of federal grant programs and will be utilized when applying for and managing federal grants. He clarified that this policy will not replace or modify the District's existing Purchasing Policy.

Upon motion by Director Lewis, seconded by Director Hsu, the Board unanimously adopted Federal Procurement Procedures Policy.

(Motion pass 5-0)

2.8 California Special District Association Call for Nominations – Seat B

Board members were informed of California Special District Association (CSDA) call for nominations to fill Seat B. While they discussed the nomination process, no Board member expressed interest in submitting a nomination.

2.9 ACWA Region 8 Call for Nominations

Board members discussed the ACWA Region 8 call for nominations. As this was an informational item only, no Board action was taken on this matter.

3. PUBLIC RELATIONS

3.1 Community Relations and Education Update

Brittnie Gildea, Social Media and Marketing Coordinator, provided an update on the Direct Install Program, highlighting that 49 customers have received free residential water surveys. Of those, 13 qualify for \$650 incentive toward irrigation retrofits.

Ms. Gildea also introduced the District's new conservation marketing campaign, designed to align with the latest state water mandates and regulations. Staff and Board members discussed the required 31% reduction in water use for RWD and explored messaging strategies to enhance public awareness. Gildea presented a map pinpointing the locations conservation banners will be displayed on light posts. Board members were then reminded about the May 10, 2025, Rowland Water District Discover Fest.

3.2 Communications Outreach (CV Strategies)

Tara Bravo-Mullaly stated that CV Strategies, on behalf of the District, prepared and distributed press releases highlighting District's annual audit. She also provided an update on the development of the Strategic Plan, noting that this fifth edition will commemorate the milestone achievement.

DISCUSSION OF UPCOMING CONFERENCES, WORKSHOPS, OR EVENTS

4. (INCLUDING ITEMS THAT MAY HAVE ARISEN AFTER THE POSTING OF THE AGENDA)

The following events were presented for Board consideration:

- CSDA, April 4, 2025, meeting honoring Assemblywoman Blanca Rubio. Board President Bellah expressed interest in attending.
- ACWA Quarterly Policy Committee meeting scheduled for March 13, 2025.
- ACWA Legislative Symposium scheduled for March 26, 2025. Director Lu-Yang expressed interest in attending this symposium.

5. LEGISLATIVE INFORMATION

General Manager Tom Coleman reported on the following legislative matters of interest to the District:

- SB 454 (McNerney) - State Water Resources Control Board: PFAS Mitigation Program.
- AB 259 (Rubio) - Rowland Water District letter of support was issued on March 10, 2025.

6. REVIEW OF CORRESPONDENCE

6.1 General Manager Tom Coleman reported on correspondence received from La Habra Heights County Water District (dated February 5, 2025) regarding notification levels of PFOA and PFOS.

7. COMMITTEE REPORTS

- 7.1 Joint Powers Insurance Authority** – Discussion was held regarding ACWA/JPIA's Summit scheduled for May 5 and 6, 2025, in Monterrey, CA.
- 7.2 Three Valleys Municipal Water District** – Director Lima and Board President Bellah reported on March 7, 2025, TVMWD Board meeting activities.
- 7.3 Association of California Water Agencies** – Discussion was held regarding ACWA's Spring Conference scheduled for May 6-8, 2025, in Monterey, CA.
- 7.4 Puente Basin Water Agency (PBWA)** – Directors Lewis and Lima reported on the February 6, 2025, PBWA meeting activities.

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 the February 13, 2025, P-W-R commission meeting activities.

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 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 January 2025 and answered questions posed by Board members. She then presented a report comparing InvoiceCloud, the District's current payment portal, to the District's previous portal, Paymentus. Malner summarized that InvoiceCloud has enhanced self-service options while generating an estimated annual savings of \$39,000 for the District in print and mail costs.

8.2 Operations Report

The Board was provided with the field operations tasks completed during February 2025 (as listed below):

- Water Samples - 214
- Site Inspections – 67
- Service Orders Completed - 314
- Meters Replaced - 13
- Modules Replaced - 10
- Dig Alerts - 326
- Service Lines Replaced - 3
- System Valves Replaced - 1
- Air Releases Inspections - 0
- Recycled Water Inspections – 0

Director of Operations Allen Davidson provided a report outlining the process undertaken by water systems operators for water quality sampling and inspections. He explained that staff conducts routine sampling at designated locations to ensure compliance with regulatory standards and to assess infrastructure conditions. Davidson expressed the District's commitment to maintaining high water quality standards.

8.3 Production Update – Assistant General Manager Dusty Moisio presented a visual analysis of the District's water purchase trends. This presentation included a bar chart illustrating Potable Water Purchases for 2014-2024 and a corresponding chart on Recycled Water Meter purchases for the same period. Moisio highlighted historical water consumption patterns and shifts in water usage over the past decade.

8.4 Personnel Report – General Manager Tom Coleman reported on the status of the Customer Service Representative recruitments.

9. **ATTORNEY'S REPORT** – Legal Counsel Joseph Byrne provided a general update on the status of the Sites Reservoir project water rights proceedings, which are currently ongoing. Byrne explained that the project needs to secure water rights from the State Water Resources Control Board in order to legally divert water into the proposed reservoir. A general discussion of the Sites Project followed.

10. **CLOSED SESSION – 7:58 p.m.**

A Closed Session was held in connection with the items listed below:

- **Conference with Legal Counsel – Existing Litigation [§54956.9]**
Paragraph (1) of subdivision (d) of §54956.9
Haste, et al. vs Rowland Water District
- **Conference with Legal Counsel – Anticipated Litigation**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 One case.

11. **Reconvene/Report on Closed Session – 8:13 p.m.**

Closed Session Announcements – It was reported by Legal Counsel that the Board was briefed on the facts and circumstances of the closed session matters and no reportable action was taken on the matters.

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 8:17 p.m.


JOHN BELLAH
Presiding Director

Attest: 
TOM COLEMAN
Board Secretary