



Board of Directors *Regular Meeting*



COMMUNICATION
Sharing our value with the community

ENGAGEMENT
Building awareness and participation within our organization, our community and our industry

TEAMWORK
Connecting with each other to advance the organization

RESILIENCE
Adapting well in the face of adversity

ACCOUNTABILITY
Acting responsibly and with our customers in mind

EXCELLENCE
Providing the very best for our customers

May 14, 2024 at 6:00 p.m.

3021 Fullerton Road, Rowland Heights, CA 91748
(562) 697-1726 | RWD.org



AGENDA

Regular Meeting of the Board of Directors
3021 Fullerton Road
Rowland Heights, CA 91748
May 14, 2024 -- 6:00 PM

Agenda materials are available for public review at <https://www.rwd.org/agendas-minutes/>. Materials related to an item on this Agenda submitted after distribution of the agenda packet are available for public review at the District office located at 3021 Fullerton Road, Rowland Heights, CA 91748.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

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

ADDITION(S) TO THE AGENDA

PUBLIC COMMENT ON NON-AGENDA ITEMS

Any member of the public wishing to address the Board of Directors regarding items not on the agenda within the subject matter jurisdiction of the Board should do so at this time. With respect to items on the agenda, the Board will receive public comments at the time the item is opened for discussion, prior to any vote or other Board action. A three-minute time limit on remarks is requested.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning Gabriela Palomares, Executive Services Manager, at (562) 383-2323, or writing to Rowland Water District, at 3021 Fullerton Road, Rowland Heights, CA 91748. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Anyone requesting a disability-related accommodation should make the request with adequate time prior to the meeting in order for the District to provide the requested accommodation.

Any member of the public wishing to participate in the meeting, who requires a translator to understand or communicate in English, should arrange to bring a translator with them to the meeting.

1. CONSENT CALENDAR

All items under the Consent Calendar are considered to be routine matters, status reports, or documents covering previous Board instruction. The items listed on the Consent Calendar will be enacted by one motion unless separate discussion is requested.

1.1 [Approval of the Minutes of Regular Board Meeting held on April 9, 2024](#)

Recommendation: The Board of Directors approve the Minutes as presented.

1.2 [Approval of the Minutes of Special Board Meeting held on April 30, 2024](#)

Recommendation: The Board of Directors approve the Minutes as presented.

1.3 [Demands on General Fund Account for March 2024](#)

Recommendation: The Board of Directors approve the demands on the general fund account as presented.

1.4 [Investment Report for March 2024](#)

Recommendation: The Board of Directors approve the Investment Report as presented.

1.5 [Water Purchases for March 2024](#) - For information only.

1.6 [California Reservoir Conditions](#) – For information only.

1.7 Approve a Special Board meeting for July 25, 2024, 6:00 p.m.

Recommendation: The Board of Directors approve a Special Board meeting for Thursday, July 25, 2024, at 6:00 p.m.

Special Board Meeting: May 28, 2024

Regular Board Meeting: June 10, 2024

2. ACTION ITEMS

This portion of the agenda is for items where staff presentations and Board discussions are needed prior to formal Board action.

2.1 [Review and Approve Directors' Meeting Reimbursement April 2024](#)

Recommendation: The Board of Directors approve the Meeting Reimbursement as presented.

2.2 [Adopt Resolution No. 5-2024, Amending the Rules and Regulations for Potable and Recycled Water Service Related to Accessory Dwelling Units](#)

Recommendation: The Board of Directors adopt Resolution No. 5-2024 amending the Rules and Regulations for Potable and Recycled Water Service relating to Accessory Dwelling Units.

2.3 [Consider Approval of Agreement for Comprehensive Water Rate Study with IB Consulting](#)

Recommendation: The Board of Directors authorize the General Manager to execute an agreement with IB Consulting to complete a Comprehensive Water Rate Study in the amount of \$85,697.00 with a ten (10) percent contingency.

2.4 Consider Approval of Water Organizations Partnership for Resilience Program Agreement Between Royal HaskoningDHV (RHDHV) and Rowland Water District for Expense Reimbursement

Recommendation: The Board of Directors approve the Expense Reimbursement Agreement included in the Board packet setting forth RHDHV's obligation on behalf of the Asian Development Bank to reimburse RWD for travel expenses incurred in connection with diagnostic visits in meeting the Water Organization Partnership for Resilience Program requirements.

3. PUBLIC RELATIONS

3.1 Communications Outreach

CV Strategies

3.2 Education Update

Mrs. Gildea

4. DISCUSSION OF UPCOMING CONFERENCES, WORKSHOPS, OR EVENTS

(Including items that may have arisen after posting of the agenda)

5. LEGISLATIVE INFORMATION

6. REVIEW OF CORRESPONDENCE

7. COMMITTEE & ORGANIZATION REPORTS *(verbal reports)*

- | | | |
|-----|---|--------------------------|
| 7.1 | Joint Powers Insurance Authority | Directors Lu-Yang/Hsu |
| 7.2 | Three Valleys Municipal Water District | Directors Lima/Bellah |
| 7.3 | Association of California Water Agencies | Directors Lewis/Bellah |
| 7.4 | Puente Basin Water Agency | Directors Lima/Lewis |
| 7.5 | Project Ad-Hoc Committee | Directors Lima/Lu-Yang |
| 7.6 | Regional Chamber of Commerce-Government Affairs Committee | Directors Bellah/Lewis |
| 7.7 | P-W-R Joint Water Line Commission | Directors Lima/Bellah |
| 7.8 | Rowland Heights Community Coordinating Council | Directors Lu-Yang/Bellah |
| 7.9 | Local Agency Formation Commission | Director Lewis |

8. OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

- | | | |
|-----|-----------------------|--------------|
| 8.1 | <u>Finance Report</u> | Mrs. Malner |
| 8.2 | Operations Report | Mr. Davidson |
| 8.3 | Project Updates | Mr. Moisio |
| 8.4 | Personnel Report | Mr. Coleman |

9. ATTORNEY'S REPORT

Mr. Byrne

10. CLOSED SESSION

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR – [§54956.8]**
- Property: Portion of Property Located at Anaheim & Puente Road
City of Industry, CA
- District Negotiator: Tom Coleman, General Manager
- Negotiating Parties: City of Industry
- Under Negotiation: Price and Terms

11. RECONVENE/REPORT ON CLOSED SESSION

General Manager’s and Directors’ Comments

Future Agenda Items

Late Business

No action shall be taken on any items not appearing on the posted agenda, except upon a determination by a majority of the Board that an emergency situation exists, or that the need to take action arose after the posting of the agenda.

ADJOURNMENT

President Szu Pei Lu-Yang, Presiding



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
April 9, 2024 – 6:01 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
Mike Ti, TVMWD
Kirk Howie, TVMWD
Erin LaCombe, CV Strategies
Tara Bravo-Mullaly, CV Strategies

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Dusty Moio, Assistant General Manager
Allen Davidson, Director of Operations
Myra Malner, Director of Finance
Gabby Palomares, Executive Services Manager
Brittne Gildea, Education & Community Outreach Coordinator

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 March 12, 2024
- 1.2 Approval of Minutes of Special Board Meeting held on March 26, 2024
- 1.3 Demands on General Fund Account for February 2024
- 1.4 Investment Report for February 2024
- 1.5 Water Purchases for February 2024
- 1.6 California Reservoir Conditions
- 1.7 Reschedule the April 23, 2024, Special Board meeting date to April 30, 2024
(Motion pass 5-0)

Next Special Board Meeting: April 30, 2024, 6:00 p.m.

Next Regular Board Meeting: May 14, 2024, 6:00 p.m.

2. ACTION ITEMS

2.1 Review and Approve Directors' Meeting Reimbursements for March 2024

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

2.2 Local Agency Formation Commission Special District Voting Member Election

Upon motion by Director Lewis, seconded by Director Bellah, the Board unanimously provided direction to Board President Lu-Yang on casting the District's vote for candidate Donald Dear to fill the Special District Voting Member position. (Motion pass 5-0)

3. PUBLIC RELATIONS

3.1 Communications Outreach (CV Strategies)

Mrs. Tara Bravo-Mulally reported that several press releases were published on behalf of the District in March, highlighting in particular the 'Fix a Leak' week and audit releases. She also mentioned that CV Strategies is working with District staff on a new interactive concept for the Consumer Confidence Report.

3.2 Education Update

Education & Community Outreach Coordinator Brittne Gildea took a moment to discuss the District's latest bill pay portal campaign. She then provided an update on the following education programs and community events:

- Community Events attended by District staff:
 - Spring Jubilee held on March 28, 2024, at Carolyn Rosas Park
 - Cesar Chavez Day held on March 30, 2024, at Pathfinder Park
- The District is set to attend the Los Angeles County Sanitation District's Earth Day on April 13, 2024.
- Water Awareness Poster Contest – Over 600 student poster artwork were received and judged. Winners of the poster contest will be recognized at the May 28, 2024, Special Board meeting.
- Mini Solar Challenge - The Mini Solar Challenge was held on March 21, 2024, for the majority of schools. Blandford Elementary School was not able to race their boats due to morning overcast on the day of the challenge. Therefore, an additional boat race day for those participants will be held on April 11, 2024.

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

- Discussion was held regarding the SGV Chapter CSDA Formation Luncheon scheduled for May 2, 2024.

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously authorized payment of per diem compensation and expenses for Board of Director attendance to the SGV Chapter CSDA Formation Luncheon on May 2, 2024.

5. LEGISLATIVE INFORMATION

- 5.1 General Manager Tom Coleman reported that a press release titled "State Legislators Visit San Gabriel Valley To Understand Local Water Issues And Statewide Impacts" was issued on March 26, 2024. The press release gained a lot of attention from the media and was streamed via over 260 online media outlets, reaching a potential audience count of 158.3 million.

On SB 1330 (Archuleta), a bill co-sponsored by Walnut Valley Water District, Rowland Water District, and Bellflower Somerset Mutal Water Company, Mr. Coleman reported that the bill has been placed on the April 23, 2024, Senate Committee on Natural Resources and Water agenda for consideration. Mr. Coleman will attend the hearing to testify on behalf of the bill, along with a representative of the California Municipal Utilities Association (CMUA).

6. REVIEW OF CORRESPONDENCE

- 6.1 General Manager Tom Coleman referred to the letter of appreciation included in the Board packet received from Rowland Unified School District's Board of Education dated March 15, 2024.

7. COMMITTEE REPORTS

- 7.1 **Joint Powers Insurance Authority** – President Lu-Yang reported on her attendance at JPIA committee meetings held on March 20, 2024.
- 7.2 **Three Valleys Municipal Water District** – Board members Bellah and Lima reported on business meeting matters discussed during the March 20, 2024, TVMWD Board meeting. Conversation then shifted to the Metropolitan Water District's rates, where Board members were informed that MWD had approved an 8.5% increase in their water rates for 2025 and 2026. Furthermore, MWD voted to increase their ad valorem on property tax assessments in their service area from .00035 to .00070. This will add approximately \$35.00 a year to the average property bill in MWD's service area.
- 7.3 **Association of California Water Agencies** – General Manager Tom Coleman mentioned that he has been invited by ACWA staff to participate in a working group that will explore creating a leadership academy for the ACWA membership.
- 7.4 **Puente Basin Water Agency (PBWA)** – Mr. Lewis reported on the PBWA business matters from the April 4, 2024, meeting.
- 7.5 **Project Ad-Hoc Committee** – A Project Ad-Hoc Committee meeting was held on March 18, 2024.
- 7.6 **Regional Chamber of Commerce** – None.

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

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 February 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 March 2024 (as listed below):

- Water Samples - 205
- Site Inspections - 65
- Service Orders Completed - 402
- Meters Replaced - 22
- Modules Replaced - 8
- Dig Alerts - 360
- Service Lines Replaced - 3
- System Valves Replaced - 0
- Air Releases Inspections - 36
- Recycled Water Inspections – 10

Director of Operations, Allen Davidson, provided an informative review of underground service alerts, also known as DigAlerts. He explained that in response to receiving DigAlert requests, staff will mark RWD utility service lines within the delineated area designated to be excavated by using the APWA color code designated for potable or reclaimed water. Following this presentation, Mr. Davidson acknowledged the following field staff certification achievements: Joel Douglas for obtaining a Water Distribution Grade 5 certification, and Ryan Bernal for obtaining a Class “A” Commercial Driver’s License.

8.3 Projects Update – Assistant General Manager Dusty Moisio presented on the District’s System Valve Replacement Program, a Capital Improvement Project. He showcased a video featuring a valve replacement project conducted by District staff and acknowledged their overall efforts during this fiscal year in installing 46 new valves and replacing 27 valves.

8.4 Personnel Report – General Manager Tom Coleman announced that Ms. Irma Lopez joined the District as a Customer Service Representative in March. He also reported that the individuals selected to participate in the District’s internship program commenced employment on April 8, 2024.

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 – As a matter of information only, Director Bellah shared video footage of CBS News coverage of the Department of Water Resources conducting its April snow survey on April 2, 2024, where Gov. Gavin Newsom was in attendance and spoke on matters pertaining to water conveyance projects in California.

Future Agenda Item(s) – None.

Late Business – None.

A motion was made by Director Hsu to adjourn the meeting. The meeting was adjourned at 8:28 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary



Minutes of the Special Meeting
of the Board of Directors of the Rowland Water District
April 30, 2024 – 6:02 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:

Joseph Byrne, Legal Counsel, Best Best & Krieger
Erin LaCombe, CV Strategies

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

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEM

General Manager Tom Coleman presented a water drop trophy to Director Lewis as a symbol of recognition and gratitude for Director Robert Lewis' 30 years as RWD Board member.

1. INFORMATION ITEMS

1.1 Board Workshop – Review of Draft Rowland Water District Budget for FY 2024-25

Board members received a PowerPoint presentation lead by Mrs. Myra Malner, Director of Finance, on the proposed FY 2024-25 Budget. She reviewed the various components of the budget, such as operating and non-operating revenues, operating, personnel and

administration expenses, Metropolitan Water District and Three Valleys Municipal Water District water rates and surcharges, debt service, and capital expenses.

Discussion ensued concerning the factors influencing operating, personnel, and administrative expenses, wholesale water rates, and capital improvement priorities. The presentation then concluded with a comprehensive ten-year financial projection.

Given the nature of the presentation was an informative session, the Board refrained from taking any formal action.

2. CLOSED SESSION – None.

General Manager’s and Directors’ Comments – None.

Future Agenda Item(s) – None.

Late Business – None.

The meeting was adjourned at 8:13 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary

Report Criteria:
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
33168						
04/24	04/22/2024	33168	62448	PARS	GASBY 45 MANAGEMENT FEE	1,537.53-
Total 33168:						1,537.53-
33241						
04/24	04/22/2024	33241	385	R AND I HOLDINGS INC	EQUIPMENT REPAIR-VALVE TRAILER	2,718.97-
04/24	04/22/2024	33241	385	R AND I HOLDINGS INC	EQUIPMENT REPAIR-DIAPHRAGM PUMP	738.72-
Total 33241:						3,457.69-
33249						
04/24	04/02/2024	33249	62794	ALPHA PETROLEUM TRANSPORT, INC	DRIVER/OPERATORS FOR ON SITE REPAIRS TO F	3,474.90
Total 33249:						3,474.90
33250						
04/24	04/02/2024	33250	62554	APPLIED TECHNOLOGY GROUP	CONVERT OFFICE AND TRUCK RADIOS TO UHF	16,331.07
04/24	04/02/2024	33250	62554	APPLIED TECHNOLOGY GROUP	TAX	850.72
Total 33250:						17,181.79
33251						
04/24	04/02/2024	33251	1900	CLINICAL LAB OF S B	WATER SAMPLES	2,073.00
Total 33251:						2,073.00
33252						
04/24	04/02/2024	33252	62081	COUNTY SANITATION DISTRICT OF	SILVER SPONSORSHIP FOR EARTH DAY 2024	2,500.00
Total 33252:						2,500.00
33253						
04/24	04/02/2024	33253	62433	EMPLOYEE RELATIONS INC	BACKGROUND VERIFICATION	1,379.85
04/24	04/02/2024	33253	62433	EMPLOYEE RELATIONS INC	BACKGROUND VERIFICATION	22.00
Total 33253:						1,401.85
33254						
04/24	04/02/2024	33254	62445	EXCEL DOOR & GATE COMPANY	FURNISH LABOR & MATERIALS TO PERFORM SEM	485.90
04/24	04/02/2024	33254	62445	EXCEL DOOR & GATE COMPANY	FURNISH LABOR & MATERIALS TO INSTALL LOCK	1,145.00
Total 33254:						1,630.90
33255						
04/24	04/02/2024	33255	2550	FRONTIER	PHONE SERVICE	462.17
Total 33255:						462.17
33256						
04/24	04/02/2024	33256	62624	HASA INC	CHEMICALS FOR RCS	610.74
04/24	04/02/2024	33256	62624	HASA INC	CHEMICALS FOR RCS	527.45
04/24	04/02/2024	33256	62624	HASA INC	CHEMICALS FOR RCS	596.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33256:						1,735.05
33257						
04/24	04/12/2024	33257	379	HIGHROAD INFORMATION TECHNOL	COI-SERVER & AZURE CLOUD PROGRESS BILLIN	23,238.77-
04/24	04/02/2024	33257	379	HIGHROAD INFORMATION TECHNOL	COI-SERVER & AZURE CLOUD PROGRESS BILLIN	23,238.77
04/24	04/12/2024	33257	379	HIGHROAD INFORMATION TECHNOL	MANAGED IT SERVICES	6,990.00-
04/24	04/02/2024	33257	379	HIGHROAD INFORMATION TECHNOL	MANAGED IT SERVICES	6,990.00
04/24	04/12/2024	33257	379	HIGHROAD INFORMATION TECHNOL	DATA CENTER	3,002.00-
04/24	04/02/2024	33257	379	HIGHROAD INFORMATION TECHNOL	DATA CENTER	3,002.00
04/24	04/12/2024	33257	379	HIGHROAD INFORMATION TECHNOL	MAINTENANCE, SUPPORT AND SOFTWARE RENE	13,059.00-
04/24	04/02/2024	33257	379	HIGHROAD INFORMATION TECHNOL	MAINTENANCE, SUPPORT AND SOFTWARE RENE	13,059.00
Total 33257:						.00
33258						
04/24	04/02/2024	33258	62664	M & J TREE SERVICE	MAINTENANCE SERVICE 6 SITES	6,600.00
04/24	04/02/2024	33258	62664	M & J TREE SERVICE	TRIMMING & COMPLETE CLEAN UP/HAUL AWAY D	1,800.00
Total 33258:						8,400.00
33259						
04/24	04/02/2024	33259	62573	MANAGED MOBILE INC	SERVICE TRUCK 28	783.15
Total 33259:						783.15
33260						
04/24	04/02/2024	33260	62448	PARS	GASB 45 MANAGEMENT FEE	1,537.75
Total 33260:						1,537.75
33261						
04/24	04/02/2024	33261	5025	PUENTE BASIN WATERMASTER	2023-24 OPERATING BUDGET	1,421.88
Total 33261:						1,421.88
33262						
04/24	04/02/2024	33262	5740	QUINN COMPANY	EQUIPMENT EXPENSE	3,445.67
Total 33262:						3,445.67
33263						
04/24	04/02/2024	33263	62259	SITEONE LANDSCAPE SUPPLY	TOOL & SUPPLIES	92.20
Total 33263:						92.20
33264						
04/24	04/02/2024	33264	5900	SOCALGAS	GAS UTILITY BILL	279.24
Total 33264:						279.24
33265						
04/24	04/02/2024	33265	62893	UPS	POSTAGE	44.09
Total 33265:						44.09

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
33266						
04/24	04/02/2024	33266	62763	WESTERLY METER SERVICE CO LLC	5/8"-1" METER TESTING	4,005.75
04/24	04/02/2024	33266	62763	WESTERLY METER SERVICE CO LLC	1 1/2"-2" METER TESTING	210.00
04/24	04/02/2024	33266	62763	WESTERLY METER SERVICE CO LLC	LARGE METER FIELD TESTING	140.00
Total 33266:						4,355.75
33267						
04/24	04/09/2024	33267	3375	ANTHONY J. LIMA	MILEAGE REIMBURSEMENT	32.16
Total 33267:						32.16
33268						
04/24	04/09/2024	33268	62233	JOHN BELLAH	MILEAGE REIMBURSEMENT	64.32
Total 33268:						64.32
33269						
04/24	04/12/2024	33269	62897	KHANH NGUYEN	MINI PANCAKES	330.00
Total 33269:						330.00
33270						
04/24	04/12/2024	33270	62309	CITY OF INDUSTRY CITY HALL	RECYCLED WATER SYSTEM	234.00
Total 33270:						234.00
33271						
04/24	04/12/2024	33271	62840	AM-TEC TOTAL SECURITY INC	SERVICED FIRE ROLL UP DOORS	300.00
Total 33271:						300.00
33272						
04/24	04/12/2024	33272	162	BASIN VALVE COMPANY	SUPPLIES FOR WBS	1,392.26
Total 33272:						1,392.26
33273						
04/24	04/12/2024	33273	62597	BEST BEST & KRIEGER LLP	LEGAL FEES - GENERAL COUNSEL	11,405.69
04/24	04/12/2024	33273	62597	BEST BEST & KRIEGER LLP	LEGAL FEES - ENVIRONMENTAL LAW	560.00
04/24	04/12/2024	33273	62597	BEST BEST & KRIEGER LLP	LEGAL FEES - LABOR & EMPLOYMENT	350.00
04/24	04/12/2024	33273	62597	BEST BEST & KRIEGER LLP	LEGAL FEES - REAL PROPERTY	1,120.00
Total 33273:						13,435.69
33274						
04/24	04/12/2024	33274	62810	BREAKING THE CHAIN CONSULTING	2 DAYS OF MONTHLY COACHING & BOARD TRAINI	6,825.00
Total 33274:						6,825.00
33275						
04/24	04/12/2024	33275	62524	BRITTNIE GILDEA	MILEAGE REIMBURSEMENT	39.69
Total 33275:						39.69
33276						
04/24	04/12/2024	33276	62790	C & K TIRE SERVICE	SERVICE BACKHOE #420	1,048.33

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33276:						1,048.33
33277						
04/24	04/12/2024	33277	403	CASELLE INC	CONTRACT SUPPORT CHARGES	2,034.00
Total 33277:						2,034.00
33278						
04/24	04/12/2024	33278	6966	CINTAS	UNIFORM RENTAL	5,434.43
Total 33278:						5,434.43
33279						
04/24	04/12/2024	33279	62700	CITIZENS TRUST C/O CITIZEN BUSIN	TRUSTEES FEES	1,670.55
Total 33279:						1,670.55
33280						
04/24	04/12/2024	33280	62309	CITY OF INDUSTRY CITY HALL	RECYCLED WATER SYSTEM-CIP	58.80
Total 33280:						58.80
33281						
04/24	04/12/2024	33281	1270	CORELOGIC SOLUTIONS LLC	PROPERTY DATA INFO - MARCH	100.00
Total 33281:						100.00
33282						
04/24	04/12/2024	33282	62439	CVSTRATEGIES	COMMUNICATION SERVICES - FEB BOARD SUPPO	3,143.75
04/24	04/12/2024	33282	62439	CVSTRATEGIES	COMMUNICATION SERVICES - FEB BOARD ROOM	637.50
04/24	04/12/2024	33282	62439	CVSTRATEGIES	COMMUNICATION SERVICES - FEB TOUR VIDEO	1,615.00
04/24	04/12/2024	33282	62439	CVSTRATEGIES	COMMUNICATION SERVICES - FEB SOCIAL MEDIA	423.75
04/24	04/12/2024	33282	62439	CVSTRATEGIES	COMMUNICATION SERVICES - FEB PRESS RELEA	580.00
Total 33282:						6,400.00
33283						
04/24	04/12/2024	33283	2300	FEDERAL EXPRESS	POSTAGE - MARCH	111.00
Total 33283:						111.00
33284						
04/24	04/12/2024	33284	5600	G M SAGER CONSTRUCTION	ASPHALT SC32-4 INLAY CAP REMOVAL ONLY - 388	2,330.32
04/24	04/12/2024	33284	5600	G M SAGER CONSTRUCTION	ASPHALT SC36-4 REMOVAL - 2760 SOMERSET PL	1,566.60
04/24	04/12/2024	33284	5600	G M SAGER CONSTRUCTION	ASPHALT SC28-4 INLAY CAP REMOVAL ONLY - 167	2,482.05
04/24	04/12/2024	33284	5600	G M SAGER CONSTRUCTION	ASPHALT SC28-4 INLAY CAP REMOVAL ONLY - 340	2,536.95
04/24	04/12/2024	33284	5600	G M SAGER CONSTRUCTION	ASPHALT SC24-4 INLAY CAP REMOVAL ONLY - 223	2,100.15
Total 33284:						11,016.07
33285						
04/24	04/12/2024	33285	2690	HARPER & ASSOCIATES ENG.	PREPARE REQUESTED PRIORITIZATION FOR THE	1,950.00
Total 33285:						1,950.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
33286						
04/24	04/12/2024	33286	62624	HASA INC	CHEMICALS FOR RCS	305.37
04/24	04/12/2024	33286	62624	HASA INC	CHEMICALS FOR RCS	721.78
04/24	04/12/2024	33286	62624	HASA INC	CHEMICALS FOR RCS	777.30
Total 33286:						1,804.45
33287						
04/24	04/12/2024	33287	379	HIGHROAD INFORMATION TECHNOL	MANAGED IT SERVICES	6,990.00
04/24	04/12/2024	33287	379	HIGHROAD INFORMATION TECHNOL	DATA CENTER	3,002.00
04/24	04/12/2024	33287	379	HIGHROAD INFORMATION TECHNOL	MAINTENANCE, SUPPORT AND SOFTWARE RENE	13,059.00
Total 33287:						23,051.00
33288						
04/24	04/12/2024	33288	2724	HOME DEPOT CREDIT SERVICES	TOOLS & SUPPLIES	1,066.03
04/24	04/12/2024	33288	2724	HOME DEPOT CREDIT SERVICES	PAINT	191.90
04/24	04/12/2024	33288	2724	HOME DEPOT CREDIT SERVICES	PAINT	123.90
04/24	04/12/2024	33288	2724	HOME DEPOT CREDIT SERVICES	TOOLS & SUPPLIES	18.59
04/24	04/12/2024	33288	2724	HOME DEPOT CREDIT SERVICES	REFRIGERATOR	2,912.75
Total 33288:						4,313.17
33289						
04/24	04/12/2024	33289	244	INFOSEND INC	BILLING SERVICE	4,341.54
04/24	04/12/2024	33289	244	INFOSEND INC	BILLING SERVICE	1,250.04
04/24	04/12/2024	33289	244	INFOSEND INC	INSERTS-COLORADO RIVER CAMPAIGN	1,195.21
04/24	04/12/2024	33289	244	INFOSEND INC	BILLING SERVICE	2,124.86
Total 33289:						8,911.65
33290						
04/24	04/12/2024	33290	62898	INTER-VALLEY INSTITUTIONAL COMM	9TH ANNUAL CHILI COOK-OFF	500.00
Total 33290:						500.00
33291						
04/24	04/12/2024	33291	62066	JANITORIAL SYSTEMS	MONTHLY JANITORIAL SERVICES - APRIL 2024	660.00
04/24	04/12/2024	33291	62066	JANITORIAL SYSTEMS	WINDOW CLEANING - 4/7/24	450.00
Total 33291:						1,110.00
33292						
04/24	04/12/2024	33292	62748	JOEL DOUGLASS	TOTAL EXPENSES-D5 EXAM	155.00
Total 33292:						155.00
33293						
04/24	04/12/2024	33293	3300	LAGERLOF LLP	MAIN BASIN ANALYSIS	150.00
Total 33293:						150.00
33294						
04/24	04/12/2024	33294	62835	LOWE'S	TOOLS & SUPPLIES	1,093.09
04/24	04/12/2024	33294	62835	LOWE'S	SUPPLIES FOR RES	25.84

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33294:						1,118.93
33295						
04/24	04/12/2024	33295	62664	M & J TREE SERVICE	MAINTENANCE SERVICE FOR MARCH - WBS	600.00
Total 33295:						600.00
33296						
04/24	04/12/2024	33296	62573	MANAGED MOBILE INC	TRUCK & TRAILER FLEET MAINTENANCE MGMT F	55.00
04/24	04/12/2024	33296	62573	MANAGED MOBILE INC	SERVICE TRUCK 28	3,917.64
Total 33296:						3,972.64
33297						
04/24	04/12/2024	33297	62715	MULTIQUIP INC	STUDIO GENSET	156,603.87
Total 33297:						156,603.87
33298						
04/24	04/12/2024	33298	62858	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE	2,125.24
Total 33298:						2,125.24
33299						
04/24	04/12/2024	33299	46201	PITNEY BOWES BANK INC PURCHAS	LETTER OPENER DL200	110.15
Total 33299:						110.15
33300						
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	PM-22/PM-9 CONNECTION	293,753.60
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	TVMWD CONNECTION CAPACITY	1,882.96
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	TVMWD EQUIVALENT SMALL METER	2,394.36
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	TVMWD WATER USE CHARGE	1,435.18
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	MWD CAPACITY CHARGE	5,648.56
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	ADJUSTMENT FOR CAL DOMESTIC PRODUCTION	63,389.60
04/24	04/12/2024	33300	62558	PUENTE BASIN WATER AGENCY	MWD LRP CREDIT - JAN 2024	1,040.00-
Total 33300:						367,464.26
33301						
04/24	04/12/2024	33301	62660	PUENTE HILLS FORD	MAINTENANCE TRUCK 47	70.00
Total 33301:						70.00
33302						
04/24	04/12/2024	33302	4750	PWR JT WATER LINE COMMISSION	PM 15 Water Use	328,792.38
04/24	04/12/2024	33302	4750	PWR JT WATER LINE COMMISSION	MWD CAPACITY RESERVATION CHARGE	6,404.27
04/24	04/12/2024	33302	4750	PWR JT WATER LINE COMMISSION	TVMWD CONNECTED CAPACITY CHARGE	1,518.92
04/24	04/12/2024	33302	4750	PWR JT WATER LINE COMMISSION	TVMWD WATER USE CHARGE	2,233.30
Total 33302:						338,948.87
33303						
04/24	04/12/2024	33303	62640	ROWLAND UNIFED SCHOOL DISTRIC	SOLAR MINI BOAT CHALLENGE - LIFEGUARD 4 HO	52.83

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33303:						52.83
33304						
04/24	04/12/2024	33304	62502	S & J SUPPLY COMPANY, INC	RESERVOIR 8 SUPPLIES	1,377.43
Total 33304:						1,377.43
33305						
04/24	04/12/2024	33305	1165	TERMINIX PROCESSING CENTER	PEST CONTROL-747 ANAHEIM PUENTE	160.00
04/24	04/12/2024	33305	1165	TERMINIX PROCESSING CENTER	PEST CONTROL-2633 SALEROSO	82.38
Total 33305:						242.38
33306						
04/24	04/12/2024	33306	62887	WESTERN ALLIED CORPORATION	A/C SERVICE AGREEMENT	1,816.00
Total 33306:						1,816.00
33307						
04/24	04/12/2024	33307	7950	WESTERN WATER WORKS SUPPLY	CIP VALVE MATERIAL	14,209.80
04/24	04/12/2024	33307	7950	WESTERN WATER WORKS SUPPLY	TAX	1,349.93
Total 33307:						15,559.73
33310						
04/24	04/15/2024	33310	62864	GIANT CO2	CO2 PURCHASE	3,345.17
Total 33310:						3,345.17
33311						
04/24	04/23/2024	33311	1050	ACWA JOINT POWERS INSURANCE A	WORKERS' COMP QUARTERLY PREMIUM	20,349.23
Total 33311:						20,349.23
33312						
04/24	04/23/2024	33312	1000	ACWA JPIA	EMPLOYEE HEALTH BENEFITS	58,724.76
04/24	04/23/2024	33312	1000	ACWA JPIA	EMPLOYEE VISION BENEFITS	778.65
04/24	04/23/2024	33312	1000	ACWA JPIA	EMPLOYEE ASSISTANCE PROGRAM	71.92
04/24	04/23/2024	33312	1000	ACWA JPIA	EMPLOYEE DENTAL BENEFITS	4,446.21
04/24	04/23/2024	33312	1000	ACWA JPIA	RETIREEES HEALTH BENEFITS	13,022.17
04/24	04/23/2024	33312	1000	ACWA JPIA	DIRECTORS HEALTH BENEFITS	9,197.67
Total 33312:						86,241.38
33313						
04/24	04/23/2024	33313	4600	AIRGAS USA LLC	TANK RENTAL	130.08
Total 33313:						130.08
33314						
04/24	04/23/2024	33314	400	AT&T MOBILITY	MOBILE PHONES, IPADS	2,824.99
Total 33314:						2,824.99
33315						
04/24	04/23/2024	33315	162	BASIN VALVE COMPANY	SUPPLIES FOR COI	753.71

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33315:						753.71
33316						
04/24	04/23/2024	33316	62886	BODY TECHNIQUES LLC	ROWLAND WATER DISTRICT WELLNESS - CARLA	952.00
Total 33316:						952.00
33317						
04/24	04/23/2024	33317	1476	BUSINESS CARD (VISA)	MISC EXPENSES	633.44
Total 33317:						633.44
33318						
04/24	04/23/2024	33318	62791	CASH	Reimbursement for Employee Recognition-Vendor Don	21,916.74
Total 33318:						21,916.74
33319						
04/24	04/23/2024	33319	62309	CITY OF INDUSTRY CITY HALL	RECYCLED WATER SYSTEM	585.00
Total 33319:						585.00
33320						
04/24	04/23/2024	33320	62705	COMP	QUICK TEST	70.00
04/24	04/23/2024	33320	62705	COMP	QUICK TEST	70.00
04/24	04/23/2024	33320	62705	COMP	QUICK TEST	70.00
04/24	04/23/2024	33320	62705	COMP	FUNCTIONAL TESTING	70.00
04/24	04/23/2024	33320	62705	COMP	BAT TEST	50.00
04/24	04/23/2024	33320	62705	COMP	PHYSICAL EXAM	95.00
04/24	04/23/2024	33320	62705	COMP	FUNCTIONAL TESTING	70.00
04/24	04/23/2024	33320	62705	COMP	QUICK TEST	70.00
04/24	04/23/2024	33320	62705	COMP	BAT TEST	50.00
04/24	04/23/2024	33320	62705	COMP	PHYSICAL EXAM	95.00
04/24	04/23/2024	33320	62705	COMP	PHYSICAL EXAM	95.00
04/24	04/23/2024	33320	62705	COMP	FUNCTIONAL TESTING	70.00
04/24	04/23/2024	33320	62705	COMP	QUICK TEST	70.00
04/24	04/23/2024	33320	62705	COMP	BAT TEST	50.00
04/24	04/23/2024	33320	62705	COMP	PHYSICAL EXAM	95.00
04/24	04/23/2024	33320	62705	COMP	FUNCTIONAL TESTING	70.00
Total 33320:						1,280.00
33321						
04/24	04/23/2024	33321	62859	EMERGENCY PLANNING CONSULTAN	HAZARD MITIGATION PLAN	92,500.00
Total 33321:						92,500.00
33322						
04/24	04/23/2024	33322	62792	ESMERALDA MALNER	MILEAGE REIMBURSEMENT	218.77
Total 33322:						218.77
33323						
04/24	04/23/2024	33323	2550	FRONTIER	INTERNET ACCESS	890.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33323:						890.00
33324						
04/24	04/23/2024	33324	62812	GROWING ROOTS LLC	MONTHLY PLANT CARE	350.00
Total 33324:						350.00
33325						
04/24	04/23/2024	33325	62624	HASA INC	CHEMICALS FOR RCS	290.88
04/24	04/23/2024	33325	62624	HASA INC	CHEMICALS FOR RCS	581.76
04/24	04/23/2024	33325	62624	HASA INC	CHEMICALS FOR RCS	290.88
Total 33325:						1,163.52
33326						
04/24	04/23/2024	33326	62849	HAYES AUTOMATION INC.	WATER QUALITY TESTING SUPPLIES	3,671.01
04/24	04/23/2024	33326	62849	HAYES AUTOMATION INC.	WATER QUALITY TESTING SUPPLIES	80.65
Total 33326:						3,751.66
33327						
04/24	04/23/2024	33327	62834	HPS WEST, INC.	2" BRONZE METER (x4) & 5/8X3/4" BLMJ (x12)	3,585.04
04/24	04/23/2024	33327	62834	HPS WEST, INC.	1" SONATA METER POLYMER FLOW TUBE W/ INTE	9,574.50
04/24	04/23/2024	33327	62834	HPS WEST, INC.	TAX	909.59
04/24	04/23/2024	33327	62834	HPS WEST, INC.	FREIGHT	75.00
Total 33327:						14,144.13
33328						
04/24	04/23/2024	33328	62435	INDUSTRY PUBLIC UTILITY COMMISSI	PUMPING POWER-PUMPSTATION 2A	842.82
Total 33328:						842.82
33329						
04/24	04/23/2024	33329	62020	LA COUNTY DEPT OF PUBLIC WORKS	ANNUAL STORMWATER CERTIFICATION FEE	237.00
Total 33329:						237.00
33330						
04/24	04/23/2024	33330	62735	MUTUAL OF OMAHA	LIFE INSURANCE	636.50
04/24	04/23/2024	33330	62735	MUTUAL OF OMAHA	SHORT/LONG TERM DISABILITY	1,746.60
04/24	04/23/2024	33330	62735	MUTUAL OF OMAHA	DIRECTORS LIFE INSURANCE	66.50
Total 33330:						2,449.60
33331						
04/24	04/23/2024	33331	62181	ONE TOUCH OFFICE TECHNOLOGY	CONTRACT-RICOH/MPC6004 & OVERAGE CHARG	2,319.31
Total 33331:						2,319.31
33332						
04/24	04/23/2024	33332	62649	OPARC	PAINTING FIRE HYDRANTS	3,719.28
Total 33332:						3,719.28

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
33333						
04/24	04/23/2024	33333	62448	PARS	GASBY 45 MANAGEMENT FEE	1,537.53
04/24	04/23/2024	33333	62448	PARS	GASB 45 MANAGEMENT FEE	1,566.86
Total 33333:						3,104.39
33334						
04/24	04/23/2024	33334	62771	PUBLIC WATER AGENCIES GROUP	ASSESSMENT FOR EMERGENCY PREPAREDNESS	2,029.06
04/24	04/23/2024	33334	62771	PUBLIC WATER AGENCIES GROUP	PWAG ASSESSMENT	875.00
Total 33334:						2,904.06
33335						
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	SERVICE & REG FEE - 1905 FAIRPLEX	25.50
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	WOODARD & CURRAN-FEB 2024	6,678.48
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	WEST YOST - FEB 2024	1,285.84
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	REEB - APRIL 2024	1,750.00
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	TVMWD - GW RELIABILITY	8,930.41
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	SERVICE & REG FEE - 2525 C	25.50
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	DOTY LABOR - MAR 2024	191,617.85
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	LEGAL - MARCH 2024	375.00
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	WVWD ADMIN COSTS - JAN-MAR 2024	1,224.22
04/24	04/23/2024	33335	5000	PUENTE BASIN WATER AGENCY	WVWD PROJECT REIMBURSEMENT - JAN-MAR 20	198.18
Total 33335:						212,110.98
33336						
04/24	04/23/2024	33336	5100	PUENTE READY MIX INC	W/CON PLANT SALES-SAND	1,248.03
04/24	04/23/2024	33336	5100	PUENTE READY MIX INC	CRUSHER BASE & WASH CON SAND	2,556.27
Total 33336:						3,804.30
33337						
04/24	04/23/2024	33337	385	R AND I HOLDINGS INC	EQUIPMENT REPAIR-VALVE TRAILER	2,718.97
04/24	04/23/2024	33337	385	R AND I HOLDINGS INC	EQUIPMENT REPAIR-DIAPHRAGM PUMP	738.72
Total 33337:						3,457.69
33338						
04/24	04/23/2024	33338	62502	S & J SUPPLY COMPANY, INC	RAZORBACK SHOVEL (x15)	766.55
04/24	04/23/2024	33338	62502	S & J SUPPLY COMPANY, INC	3/4" CYS SG 110 KEY AMS (x15)	947.89
04/24	04/23/2024	33338	62502	S & J SUPPLY COMPANY, INC	CHLORINE TABLETS	2,191.53
Total 33338:						3,905.97
33339						
04/24	04/23/2024	33339	62534	SHRED IT C/O STERICYCLE INC	SHREDDING SERVICE	74.10
Total 33339:						74.10
33340						
04/24	04/23/2024	33340	6950	UNDERGROUND SERVICE ALERT	SERVICE ALERT	375.75
Total 33340:						375.75
33341						
04/24	04/23/2024	33341	382	W A RASIC CONSTRUCTION CO INC	JOB 23VX18-FULLERTON RD GRADE SEP	63,299.52

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33341:						63,299.52
33342						
04/24	04/23/2024	33342	7700	WALNUT VALLEY WATER DISTRICT	RECYCLED WATER	556.37
Total 33342:						556.37
33343						
04/24	04/23/2024	33343	62432	WASTE MANAGEMENT COMPANY	HAUL DIRT - MARCH	1,097.80
Total 33343:						1,097.80
33344						
04/24	04/23/2024	33344	7950	WESTERN WATER WORKS SUPPLY	CIP VALVE MATERIAL	991.52
Total 33344:						991.52
33345						
04/24	04/23/2024	33345	1050	ACWA JOINT POWERS INSURANCE A	PUBLIC OFFICAL BOND 4/1/24-3/3125-T COLEMAN	800.00
Total 33345:						800.00
33346						
04/24	04/23/2024	33346	62309	CITY OF INDUSTRY CITY HALL	RECYCLED WATER SYSTEM-CIP	147.00
Total 33346:						147.00
33349						
04/24	04/24/2024	33349	4621	PITNEY BOWES BANK INC RESERVE	REPLENISH POSTAGE METER	3,000.00
Total 33349:						3,000.00
33350						
04/24	04/30/2024	33350	62840	AM-TEC TOTAL SECURITY INC	FIRE MONITORING SERVICE	162.00
Total 33350:						162.00
33351						
04/24	04/30/2024	33351	1400	BADGER METER INC	M200 LCD DISP 110/220-LHH BUILDING	238.74
Total 33351:						238.74
33352						
04/24	04/30/2024	33352	1900	CLINICAL LAB OF S B	WATER SAMPLES	2,820.00
Total 33352:						2,820.00
33353						
04/24	04/30/2024	33353	62705	COMP	QUICK TEST	70.00
Total 33353:						70.00
33354						
04/24	04/30/2024	33354	62505	D & H WATER SYSTEMS	MODEL 59P SUBMERSIBLE PRESSURE TRANSMIT	838.11

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33354:						838.11
33355						
04/24	04/30/2024	33355	62774	EIDE BAILLY LLP	CONSULTING SERVICES	6,030.49
Total 33355:						6,030.49
33356						
04/24	04/30/2024	33356	2550	FRONTIER	PHONE SERVICE	459.30
Total 33356:						459.30
33357						
04/24	04/30/2024	33357	2600	HACH COMPANY	CLT10SC TOTAL CL2 ANALYZER/LXV45B.99.13022	13,128.00
04/24	04/30/2024	33357	2600	HACH COMPANY	TAX	1,266.15
04/24	04/30/2024	33357	2600	HACH COMPANY	SHIPPING	199.88
04/24	04/30/2024	33357	2600	HACH COMPANY	SC4500 CONTROLLER/LXV525.99E11551	6,860.00
04/24	04/30/2024	33357	2600	HACH COMPANY	TAX	651.70
Total 33357:						22,105.73
33358						
04/24	04/30/2024	33358	2690	HARPER & ASSOCIATES ENG.	ENGINEERING SERVICES-RES 8 REHAB	2,400.00
Total 33358:						2,400.00
33359						
04/24	04/30/2024	33359	62526	HARRINGTON INDUSTRIAL PLASTICS	TOOLS & SUPPLIES	86.54
Total 33359:						86.54
33360						
04/24	04/30/2024	33360	27211	HILL BROS CHEMICAL CO	CHEMICAL FOR RES	592.46
Total 33360:						592.46
33361						
04/24	04/30/2024	33361	62852	HOLE PRODUCTS LLC	NUWELL, 110 50 LBS	1,028.81
Total 33361:						1,028.81
33362						
04/24	04/30/2024	33362	62015	INTERSTATE BATTERIES	BATTERIES	3,809.25
04/24	04/30/2024	33362	62015	INTERSTATE BATTERIES	BATTERIES-BACKBONE	347.95
Total 33362:						4,157.20
33363						
04/24	04/30/2024	33363	3299	LA HABRA FENCE COMPANY INC	FENCE REPLACEMENT-RES 4 & 9	85,500.00
04/24	04/30/2024	33363	3299	LA HABRA FENCE COMPANY INC	YARD GATE REPLACEMENT	20,135.00
Total 33363:						105,635.00
33364						
04/24	04/30/2024	33364	62664	M & J TREE SERVICE	CLEAR ALL WEEDS AND BRANCHES, MAKE TREN	2,400.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33364:						2,400.00
33365						
04/24	04/30/2024	33365	62525	MORROW-MEADOWS CORPORATION	INSTALLED GENERATOR CONNECTIONS	4,975.02
Total 33365:						4,975.02
33366						
04/24	04/30/2024	33366	62223	PIRTEK COMMERCE	REPAIR BOBCAT	821.55
Total 33366:						821.55
33367						
04/24	04/30/2024	33367	46201	PITNEY BOWES BANK INC PURCHAS	POSTAGE METER REFILL	201.00
Total 33367:						201.00
33368						
04/24	04/30/2024	33368	62660	PUENTE HILLS FORD	MAINTENANCE TRUCK 31	2,341.40
Total 33368:						2,341.40
33369						
04/24	04/30/2024	33369	62640	ROWLAND UNIFED SCHOOL DISTRIC	BUS FOR MINI SOLAR CHALLENGE-JELICK & RO	551.50
Total 33369:						551.50
33370						
04/24	04/30/2024	33370	62502	S & J SUPPLY COMPANY, INC	SUPPLIES FOR SERVICES	1,706.66
Total 33370:						1,706.66
33371						
04/24	04/30/2024	33371	62883	SALINAS TIRES & WHEELS	FRONT WHEEL ALIGMENT-TRUCK 32	100.00
Total 33371:						100.00
33372						
04/24	04/30/2024	33372	5800	SO CALIFORNIA EDISON	OFFICE & PUMPING POWER	45,376.59
04/24	04/30/2024	33372	5800	SO CALIFORNIA EDISON	OFFICE & PUMPING POWER	5,041.84
Total 33372:						50,418.43
33373						
04/24	04/30/2024	33373	5900	SOCALGAS	GAS UTILITY BILL	159.70
Total 33373:						159.70
33374						
04/24	04/30/2024	33374	3550	SOUTHERN COUNTIES FUELS	UNLEADED FUEL	6,537.67
04/24	04/30/2024	33374	3550	SOUTHERN COUNTIES FUELS	DIESEL	7,591.19
04/24	04/30/2024	33374	3550	SOUTHERN COUNTIES FUELS	FUEL SURCHARGE	9.92
04/24	04/30/2024	33374	3550	SOUTHERN COUNTIES FUELS	REG COMPLIANCE	12.95
04/24	04/30/2024	33374	3550	SOUTHERN COUNTIES FUELS	TAX	1,326.29

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
Total 33374:						15,478.02
33375						
04/24	04/30/2024	33375	1165	TERMINIX PROCESSING CENTER	PEST CONTROL 1 YR-2633 SALEROSO	960.72
04/24	04/30/2024	33375	1165	TERMINIX PROCESSING CENTER	PEST CONTROL 1 YR-747 ANAHEIM PUENTE	1,864.92
Total 33375:						2,825.64
33376						
04/24	04/30/2024	33376	62626	TRI COUNTY PUMP COMPANY	HARBOR BOOSTER STATION PUMP #3 REHAB	37,677.53
Total 33376:						37,677.53
33377						
04/24	04/30/2024	33377	62521	TRIPEPI SMITH & ASSOCIATES	MONTHLY WEBSITE MAINTENANCE	375.00
04/24	04/30/2024	33377	62521	TRIPEPI SMITH & ASSOCIATES	SINGLE LICENSE PLUGIN FOR PDF EMBEDDER	16.00
Total 33377:						391.00
33378						
04/24	04/30/2024	33378	7100	U S POSTAL SERVICE	USPS MARKETING MAIL-PERMIT 5030	320.00
04/24	04/30/2024	33378	7100	U S POSTAL SERVICE	FIRST CLASS PRESORT #5030	320.00
Total 33378:						640.00
33379						
04/24	04/30/2024	33379	62565	UNIVAR USA INC.	SOD HUPO 12.5 LIQUICHLOR-WBS	1,857.00
Total 33379:						1,857.00
4122024						
04/24	04/12/2024	412202	5800	SO CALIFORNIA EDISON	OFFICE & PUMPING POWER	42,551.58
04/24	04/12/2024	412202	5800	SO CALIFORNIA EDISON	OFFICE & PUMPING POWER	4,727.95
04/24	04/12/2024	412202	6300	STATE OF CALIFORNIA-EDD	UNEMPLOYMENT INSURANCE	4,225.12
Total 4122024:						51,504.65
4152024						
04/24	04/15/2024	415202	62493	CADWAY INC (CAL DOMESTIC WATER	WATER CHARGE	66,165.94
Total 4152024:						66,165.94
Grand Totals:						1,976,424.77

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11505-0	427,940.19	.00	427,940.19
11507-0	191,816.03	.00	191,816.03
13850-0	92,500.00	.00	92,500.00
222100	52,324.99	2,028,749.76-	1,976,424.77-
51110-0	66,165.94	.00	66,165.94
51310-0	685,935.58	1,040.00-	684,895.58

GL Account	Debit	Credit	Proof
51410-1	3,668.48	.00	3,668.48
51410-2	3,401.88	.00	3,401.88
51410-3	2,394.36	.00	2,394.36
51410-5	12,052.83	.00	12,052.83
51510-0	1,581.17	.00	1,581.17
51810-0	1,421.88	.00	1,421.88
51910-0	20,294.95	.00	20,294.95
52210-0	18.59	.00	18.59
52310-0	88,770.99	.00	88,770.99
54209-0	4,497.88	.00	4,497.88
54210-0	2,330.32	.00	2,330.32
54211-0	15,294.51	.00	15,294.51
54212-0	4,532.93	.00	4,532.93
54213-0	2,577.23	.00	2,577.23
54215-0	6,102.71	.00	6,102.71
54216-0	3,809.25	.00	3,809.25
54217-0	5,295.48	.00	5,295.48
54218-0	24,500.43	23,238.77-	1,261.66
54219-0	6,213.24	.00	6,213.24
56210-0	39,927.00	.00	39,927.00
56211-0	6,312.69	1,537.53-	4,775.16
56216-0	3,996.09	.00	3,996.09
56217-0	354.94	.00	354.94
56218-0	13,585.69	.00	13,585.69
56218-2	2,904.06	.00	2,904.06
56219-0	13,955.19	.00	13,955.19
56220-0	21,249.00	9,992.00-	11,257.00
56221-0	7,595.21	.00	7,595.21
56226-0	26,134.00	13,059.00-	13,075.00
56310-0	800.00	.00	800.00
56311-0	20,349.23	.00	20,349.23
56312-0	30,865.82	.00	30,865.82
56320-0	6,825.00	.00	6,825.00
56411-0	58,724.76	.00	58,724.76
56413-0	4,446.21	.00	4,446.21
56414-0	4,225.12	.00	4,225.12
56415-0	778.65	.00	778.65
56416-0	636.50	.00	636.50
56417-0	13,022.17	.00	13,022.17
56418-0	1,746.60	.00	1,746.60
56419-0	71.92	.00	71.92
56421-0	9,264.17	.00	9,264.17
56710-0	11,639.50	2,718.97-	8,920.53
56811-0	6,030.49	.00	6,030.49
56812-0	28,234.03	.00	28,234.03
57310-0	1,950.00	.00	1,950.00
57312-0	3,843.13	738.72-	3,104.41
57314-0	5,174.75	.00	5,174.75
57315-0	4,893.00	.00	4,893.00
57319-0	604.33	.00	604.33
57320-0	155.00	.00	155.00
57321-0	5,101.66	.00	5,101.66
57322-0	237.00	.00	237.00
Grand Totals:	<u>2,081,074.75</u>	<u>2,081,074.75-</u>	<u>.00</u>

Report Criteria:

Report type: GL detail

Check Number	Check Issue Date	Payee	Check Amount	
0	04/12/2024	ZHONGYUAN ZHANG	826.78	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1		WATER SERVICE AGREEMENT REFUND	24110-0	826.78
0	04/12/2024	ZHONGYUAN ZHANG	826.78	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1		PROJECT REFUND	24110-0	826.78
33347	04/23/2024	IRENE HO	838.15	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1		PROJECT REFUND	24110-0	838.15
33348	04/23/2024	ZHONGYUAN ZHANG	826.78	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1		PROJECT REFUND	24110-0	826.78
33380	04/30/2024	RUI ZHOU	147.25	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	33899-66	DEPOSIT REFUND-3615 DOVER	22810-0	147.25
33381	04/30/2024	MANDUJANO GAUDENCIO	5.93	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	432143-54	DEPOSIT REFUND-460 YORBITA	22810-0	5.93
33382	04/30/2024	MEI JING ZHU	87.63	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	461349-63	DEPOSIT REFUND-18827 CARRETA	22810-0	87.63
33383	04/30/2024	QIAO YANG	52.06	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	662185-23	DEPOSIT REFUND-2350 DONOSA	22810-0	52.06
33384	04/30/2024	MARLENE AGUDO	41.45	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	688760-40	DEPOSIT REFUND-2284 ALEXDALE	22810-0	41.45
33385	04/30/2024	NEW ERA RESTAURANT	155.39	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	657893-31	CREDIT REFUND-18406 COLIMA	15210-0	155.39
33386	04/30/2024	CAROL HULL	194.59	
<u>Sequence</u>	<u>Source</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
1	785415-90	CREDIT REFUND-18502 VILLA CLARA	15210-0	194.59
33387	04/30/2024	ANDY LIAO	63.42	

Check Number	Check Issue Date	Payee		Check Amount
Sequence	Source	Description	GL Account	Amount
	1 932587-81	CREDIT REFUND-2605 HAYRIDE	15210-0	63.42
33388	04/30/2024	TPE ACQUISTION LLC		1,173.42
	1 336195-57	CREDIT REFUND-18215 ROWLAND	15210-0	1,173.42
33389	04/30/2024	CHINGHSI YEN		200.15
	1 947180-16	CREDIT REFUND-2521 DOUBLETREE	15210-0	200.15
33389	04/30/2024	CHINGHSI YEN		-200.15
	1 947180-16	Void - CREDIT REFUND-2521 DOUBLETREE	15210-0	-200.15
33390	04/30/2024	SKANSKA USA INC		2,728.00
	1 9600159-01	DEPOSIT REFUND	22810-0	2,728.00
33391	04/30/2024	CHINGHSI YEN		220.15
	1 947180-16	CREDIT REFUND-2521 DOUBLETREE	15210-0	220.15
Grand Totals:				8,187.78



ROWLAND WATER DISTRICT

CASH AND INVESTMENTS

As of March 31, 2024

Description / Type	Term	Shares / Units Held	Purchase Price	Current Price	Maturity Date	Current Yield	Current Value	% of Portfolio
Cash								
Citizens Business Bank							\$ 5,013,731	
Total Cash							\$ 5,013,731	
Local Agency Investment Fund (LAIF)	N/A					4.23%	\$ 10,080,448	45.03%
Citizens Trust Investments (US Bank Custodian)								
Fed'l Home Loan Mtg. Corp. - WVJ2	4 Year	300,000	100.0000	97.6690	9/30/2024	0.41%	\$ 293,007	1.31%
Fed'l National Mtg. Assn. - XP73	3 Year	300,000	100.0000	98.9450	5/28/2025	4.04%	\$ 296,835	1.33%
Fed'l Home Loan Mtg. Corp. - 1YX5	2 Year	500,000	100.0000	99.9537	3/26/2026	5.05%	\$ 499,769	2.23%
Fed'l National Mtg. Assn. - 06M0	4 Year	200,000	100.0000	96.4850	12/16/2024	0.52%	\$ 192,970	0.86%
Fed'l Home Loan Mtg. Corp. - 4C27	5 Year	350,000	100.0000	94.6410	7/29/2025	0.74%	\$ 331,244	1.48%
Fed'l National Mtg. Assn. - 4XZ1	5 Year	200,000	100.0000	95.0270	6/30/2025	0.78%	\$ 190,054	0.85%
Fed'l Farm Cr Bks - MLV2	3 Year	150,000	99.6670	99.9360	4/5/2024	0.27%	\$ 149,904	0.67%
Fed'l Farm Cr Bks - MFP2	4 Year	500,000	99.9490	97.2800	11/4/2024	0.45%	\$ 486,400	2.17%
Fed'l Farm Cr Bks - L5S9	3 Year	350,000	99.9200	97.9460	9/3/2024	0.49%	\$ 342,811	1.53%
Fed'l Farm Cr Bks - PEY7	3 Year	300,000	100.0000	99.4930	4/10/2026	4.83%	\$ 298,479	1.33%
Fed'l Home Loan Banks - KMF0	4 Year	200,000	99.9540	97.2250	10/28/2024	0.31%	\$ 194,450	0.87%
Fed'l Home Loan Banks - L7D0	5 Year	200,000	99.7900	94.0570	8/26/2025	0.53%	\$ 188,114	0.84%
Fed'l Home Loan Banks - N6N5	4 Year	200,000	100.0000	95.4640	4/29/2025	0.73%	\$ 190,928	0.85%
Fed'l Home Loan Banks - LGR9	5 Year	500,000	100.0000	92.9360	2/26/2026	0.91%	\$ 464,680	2.08%
Fed'l Home Loan Banks - LLD4	5 Year	250,000	99.9250	92.7050	3/17/2026	0.94%	\$ 231,763	1.04%
Fed'l Home Loan Banks - MUX8	5 Year	200,000	99.9300	92.5960	3/30/2026	0.94%	\$ 185,192	0.83%
Fed'l Home Loan Banks - PUY9	4 Year	200,000	100.0000	96.3300	2/28/2025	1.04%	\$ 192,660	0.86%
Fed'l Home Loan Banks - P6M2	5 Year	200,000	100.0000	91.3480	9/30/2026	1.12%	\$ 182,696	0.82%
Fed'l Home Loan Banks - PS48	3 Year	165,000	98.8630	97.4150	11/18/2024	1.08%	\$ 160,735	0.72%
Fed'l Home Loan Banks - QP56	3 Year	350,000	100.0000	99.0000	6/21/2024	1.21%	\$ 346,500	1.55%
Fed'l Home Loan Bank - Q7E7	5 Year	200,000	99.9050	93.1850	6/30/2026	1.61%	\$ 186,370	0.83%
Fed'l Home Loan Bank - QJD6	4 Year	200,000	99.7190	92.4390	10/27/2026	1.62%	\$ 184,878	0.83%
Fed'l Home Loan Bank - WS92	2 Year	200,000	99.8530	100.0510	9/12/2025	4.87%	\$ 200,102	0.89%
Fed'l Home Loan Bank - Y7E0	2 Year	300,000	100.0000	99.9020	11/15/2024	4.98%	\$ 299,706	1.34%
Fed'l Home Loan Bank - 0C56	2 Year	300,000	100.0000	99.9460	8/28/2025	5.13%	\$ 299,838	1.34%
Fed'l Home Loan Bank - UND2	2 Year	600,000	100.0000	99.9040	8/1/2025	5.15%	\$ 599,424	2.68%
Fed'l Home Loan Bank - XCR7	2 Year	200,000	100.0000	100.0540	9/26/2025	5.50%	\$ 200,108	0.89%
Fed'l Home Loan Bank - YFW1	4 Year	400,000	99.9500	99.6230	10/8/2027	5.02%	\$ 398,492	1.78%
Air Prods & Chems Inc. - 8BB1	5 Year	255,000	104.1940	94.8090	10/15/2025	1.58%	\$ 241,763	1.08%
Apple Inc. - 3DT4	5 Year	200,000	102.4560	95.7490	5/11/2025	1.17%	\$ 191,498	0.86%
Apple Inc. - 3CU2	5 Year	150,000	103.6730	99.6800	5/11/2024	2.86%	\$ 149,520	0.67%
Apple Inc. - 3CJ7	3 Year	200,000	96.8220	96.6190	2/9/2027	3.47%	\$ 193,238	0.86%
Caterpillar Finl Service - Q3B3	2 Year	200,000	96.7600	98.0850	11/8/2024	2.19%	\$ 196,170	0.88%
Deere John Capital - EW22	2 Year	150,000	100.5690	100.2830	3/3/2026	5.04%	\$ 150,425	0.67%
Florida Pwr & Lt Co - 1FZ5	5 Year	800,000	108.9188	97.6450	4/1/2025	2.92%	\$ 781,160	3.49%
Home Depot Inc - 6BN1	2 Year	200,000	93.7730	93.7870	9/15/2026	2.27%	\$ 187,574	0.84%
Honeywell International - 6BN1	2 Year	150,000	94.6540	94.4880	11/1/2026	2.65%	\$ 141,732	0.63%
Paccar Financial Corp. - RQ66	5 Year	500,000	104.7908	97.1090	2/6/2025	1.85%	\$ 485,545	2.17%
Texas Instruments - 8CE2	3 Year	100,000	100.0060	99.8550	2/8/2027	4.61%	\$ 99,855	0.45%
Toyota Mtr Corp - THP3	2 Year	200,000	93.8350	93.7160	10/16/2025	4.61%	\$ 187,432	0.84%
Intl Bank for Recon & Dev - 8JB0	5 Year	400,000	98.7800	95.5800	4/22/2025	0.65%	\$ 382,320	1.71%
Cash Reserve Account						5.20%	\$ 1,129,100	5.04%
Total Citizens Trust Investments							\$ 12,305,438	54.97%
Total Investments							\$ 22,385,886	100.00%
Total Cash & Investments							\$ 27,399,617	

Market values determined on last business day of the month. All listed investments comply with the District's Statement of Investment Policy as established in Resolution 2-2007. The District's available cash and investment portfolio provides sufficient cash flow and liquidity to meet all normal obligations for at least a six-month period of time.

NOTE: All interest values show above are based on annual rates of return.



ROWLAND WATER DISTRICT

PROFIT & LOSS (Unaudited)

March 2024

	Mar-24	Year-to-Date (YTD)	Budget (Annual)	Under / (Over) Budget	YTD Budget %	Prior YTD (Unaudited)
1 OPERATING REVENUE						
2 Water Sales	\$ 1,023,640	\$ 12,261,453	\$ 16,629,200	\$ 4,367,747	74%	\$ 11,885,030
3 Meter Charges	1,038,979	9,159,116	12,191,100	3,031,984	75%	8,819,390
4 Customer Fees	59,815	661,285	397,500	(263,785)	166%	538,062
5 Contract Income	20,751	187,642	204,600	16,958	92%	149,598
6 RWD Labor Sales/Reimbursements	14,765	192,376	288,000	95,624	67%	215,203
7 Capacity Fees	12,132	71,599	50,000	(21,599)	143%	34,424
8 Flow Tests	2,600	15,600	15,900	300	98%	17,550
9 Return Check Fees	930	5,610	10,500	4,890	53%	8,100
10 Uncollectable	-	-	(57,600)	(57,600)	0%	-
11 TOTAL OPERATING REVENUE	2,173,613	22,554,681	29,729,200	7,174,519	76%	21,667,358
12 NON-OPERATING REVENUE						
13 Property Taxes	1,659	318,305	408,300	89,995	78%	294,935
14 Shared Services	-	-	-	-	0%	19,065
15 Interest Income	138,722	462,626	210,000	(252,626)	220%	179,939
16 Miscellaneous Income	-	13,789	25,000	11,211	55%	25,636
17 TOTAL NON-OPERATING REVENUE	140,381	794,721	643,300	(151,421)	124%	519,575
18 TOTAL REVENUES	2,313,994	23,349,401	30,372,500	7,023,099	77%	22,186,933
19 OPERATING EXPENSES						
20 Source of Supply						
21 Water Purchases	702,547	7,904,095	11,931,400	4,027,305	66%	7,385,209
22 Pumping Power	35,192	366,809	420,600	53,791	87%	290,650
23 Fixed Charges	21,518	190,936	254,100	63,164	75%	235,720
24 Chemicals	4,011	57,689	122,000	64,311	47%	73,469
25 Total Source of Supply	763,268	8,519,530	12,728,100	4,208,570	67%	7,985,049
26 Maintenance of Water System	36,795	607,481	751,200	143,719	81%	765,850
27 Service Contracts	23,957	347,401	434,800	87,399	80%	294,741
28 Assessments	28,506	221,348	257,600	36,252	86%	144,756
29 Vehicle Expense	28,873	138,376	132,300	(6,076)	105%	96,770
30 Tools & Supplies	2,647	31,269	50,700	19,431	62%	34,816
31 Equipment Expense	10,818	42,783	41,600	(1,183)	103%	37,980
32 Maintenance & Operations	11,361	107,755	74,200	(33,555)	145%	54,874
33 Engineering	7,289	186,616	200,000	13,384	93%	123,081
34 Water Tests	4,893	24,308	40,900	16,592	59%	15,567
35 Conservation	1,281	60,238	55,600	(4,638)	108%	60,434
36 Community Outreach	14,759	96,896	209,000	112,104	46%	104,043
37 TOTAL OPERATING EXPENSES	934,448	10,384,000	14,976,000	4,592,000	69%	9,717,960
38 ADMINISTRATIVE EXPENSES						
39 Liability Insurance	800	202,487	177,800	(24,687)	114%	157,127
40 IT Support Services	12,180	132,246	177,600	45,354	74%	115,144
41 IT Licensing	13,060	248,887	355,400	106,513	70%	246,937
42 Director Expense	13,634	113,892	193,500	79,608	59%	113,052
43 Bank / Management Fees	19,058	163,735	209,300	45,565	78%	144,562
44 Legal Fees	15,465	116,098	135,800	19,702	85%	100,810
45 Compliance	1,603	136,064	153,700	17,636	89%	150,137



ROWLAND WATER DISTRICT PROFIT & LOSS (Unaudited)

March 2024

	Mar-24	Year-to-Date (YTD)	Budget (Annual)	Under / (Over) Budget	YTD Budget %	Prior YTD (Unaudited)
46 Auditing & Accounting	-	26,100	35,000	8,900	75%	26,950
47 Utility Services	9,564	96,237	132,400	36,163	73%	95,480
48 Dues & Memberships	-	55,244	55,900	656	99%	52,115
49 Conference & Meetings	514	31,369	47,000	15,631	67%	31,253
50 Office Expenses	883	13,459	39,400	25,941	34%	19,949
51 Seminars/Training	15,270	78,563	140,100	61,537	56%	87,650
52 Miscellaneous Expense	(2,770)	73,819	155,200	81,381	48%	85,798
53 TOTAL ADMINISTRATIVE EXPENSES	99,262	1,488,199	2,008,100	519,901	74%	1,426,963
54 PERSONNEL EXPENSES						
55 Wages						
56 Operations	103,737	913,237	1,285,100	371,863	71%	666,366
57 Distribution	88,779	816,173	1,328,200	512,027	61%	710,652
58 Administration	144,846	1,213,550	1,664,000	450,450	73%	1,123,409
59 Total Wages	337,362	2,942,960	4,277,300	1,334,340	69%	2,500,427
60 Payroll Taxes	25,986	200,612	318,300	117,688	63%	169,874
61 Workers Compensation	20,349	58,574	102,600	44,026	57%	53,052
62 Unemployment	4,225	4,712	6,000	1,288	79%	4,663
63 CalPERS	49,406	431,601	647,200	215,599	67%	2,142,308
64 OPEB Contributions	-	-	-	-	0%	-
65 EE & Retiree Health Insurance	76,712	680,537	921,200	240,663	74%	642,162
66 TOTAL PERSONNEL EXPENSES	514,040	4,318,996	6,272,600	1,953,604	69%	5,512,486
67 TOTAL EXPENSES	1,547,751	16,191,194	23,256,700	7,065,506	70%	16,657,410
68 NET INCOME / (LOSS) - BEFORE DEBT SERVICE & CAPITAL EXPENDITURES	766,243	7,158,207	7,115,800	(42,407)	101%	5,529,523
69 Less: Total Debt Service	(1,380,000)	(1,738,087)	(2,094,000)	355,913	83%	(358,087)
70 Less: CalPERS (Bond Debt Savings)	-	-	(1,000,800)	1,000,800	0%	-
71 Less: Capital Expenses (Current Year)	(462,909)	(1,589,277)	(4,911,600)	3,322,323	32%	(597,328)
72 CASH INCREASE / (DECREASE)	\$ (1,076,666)	\$ 3,830,844	\$ (890,600)	\$ 4,721,444		\$ 4,574,108

*No assurance is provided on these financial statements. The financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States are not included.



Rowland Water District

Profit & Loss Analysis and Variance Report

March 2024

1. OPERATING REVENUE

2. Water Sales – volumetric water sales revenue from all customer types including residential, commercial, public, industrial, recycled and construction. YTD is at 74%.
3. Meter Charges – the fixed monthly base rate charged to water customers each month (includes all customer types). YTD is at 75%.
4. Customer Fees – various fees conditionally charged to customers such as penalties, new service connections, reconnections, backflow administration, cross connections, connections and recycled water checks/inspections. These types of fees are unpredictable in nature and can often trend over/under expected budget. YTD is high at 166% due to new water service installations.
5. Contract Income – contains revenues from cell tower lease contracts. YTD is at 92%.
6. RWD Labor Sales/Reimbursements – water sold on construction invoices, City of Industry labor sales and Puente Basin Water Agency (PBWA) and Pomona-Walnut-Rowland Joint Water Line Commission (PWR JWLC) treasurer fees. The frequency and amounts of these revenues are unknown and can occasionally trend over/under budget due to their unpredictable nature. YTD is at 67%.
7. Capacity Fees – fees imposed on any property or person requesting a new, additional or larger connection to the District’s potable water system (fees vary by meter size). These receipts are uncertain and can trend over/under budget due to their unpredictable nature. YTD is high at 143% due to new water service installations.
8. Flow Tests – fire flow tests performed by District personnel to measure the volume of water available at a specific hydrant (\$350 per test). YTD is at 98%.
9. Return Check Fees – customers are charged a fee when the District is paid with insufficient funds checks and checks are returned by the bank. These receipts are uncertain and can trend over/under budget due to their unpredictable nature. YTD is currently at 53%.
10. Uncollectable – the District analyzes customer receivables at the end of each year and recognizes an expense equal to the estimated amount of cash that may not be collected. Uncollectable expense will be zero until assessed at the year-end audited financial statements.

11. TOTAL OPERATING REVENUE

12. NON-OPERATING REVENUE



Rowland Water District

Profit & Loss Analysis and Variance Report

March 2024

13. Property Taxes – includes tax contributions from the County of Los Angeles. YTD is at 78% since the bulk of receipts happen between December and May each year and can cause YTD % to trend over/under expected budget %.
14. Shared Services – RWD is paid for extending Executive Director services to Bellflower-Somerset Mutual Water Company (provided by the General Manager of RWD). There are no anticipated transactions for shared services as RWD stopped providing Executive Director services.
15. Interest Income – includes interest and dividends received on District investments. YTD is at 220% due to higher interest rates on new investments.
16. Miscellaneous Income – includes income from various sources such as recycling and refunds. YTD there are no transactions for miscellaneous income. YTD is at 55%.
17. **TOTAL NON-OPERATING REVENUE**
18. **TOTAL REVENUES**
19. **OPERATING EXPENSES**
20. **SOURCE OF SUPPLY**
21. Water Purchases – Includes variable costs of potable water from Three Valleys Municipal Water District (TVMWD) and California Domestic Water Company (CalDomestic), and recycled water purchases from City of Industry and Walnut Valley Water District (WVWD). YTD is at 66%.
22. Pumping Power – the cost of electricity used for pumping water. YTD is at 87%.
23. Fixed Charges – includes fixed charges from TVMWD and CalDomestic. YTD is at 75%.
24. Chemicals – the cost of chemicals used to treat water sold to customers. YTD is at 47%.
25. **TOTAL SOURCE OF SUPPLY**
26. Maintenance of Water System – the costs of repairs and maintenance on elements of the District water system such as main lines, services, meters, reservoirs, valves, hydrants, and telemetry system. YTD is at 81%.
27. Service Contracts – includes costs for services such as billing printing and mailing, bulk paper shredding, copier leasing and services, landscaping, janitorial, uniforms, security system monitoring and maintenance, Caselle maintenance and support, Harmony renewal and other services. YTD is at 80% due to payment of annual maintenance contract with Master Meter and 3-year maintenance contract with High-Tech Systems.



Rowland Water District

Profit & Loss Analysis and Variance Report

March 2024

28. Assessments – operating costs billed to RWD for their share of PWR JWLC, which is billed quarterly, and PBWA, which is billed monthly. YTD can trend over/under budget due to the timing of billing. YTD is currently at 86% due to PBWA lease payments from July through December.
29. Vehicle Expense – includes repair and maintenance costs for District vehicles as well as the cost of fuel. YTD can trend over/under budget due to the timing of truck maintenance and fuel purchases. YTD is high at 105% due to truck radio replacements.
30. Tools & Supplies – small tools and supplies used in the field. YTD can trend over/under budget due to the timing of tools and supplies. YTD is at 62%.
31. Equipment Expense – various costs incurred related to District equipment. YTD can trend over/under budget due to the timing of equipment expenses. YTD is at 103%.
32. Maintenance & Operations – various costs incurred for District maintenance and operations not directly related to the water system. YTD can trend over/under budget due to the timing of maintenance and operations. YTD is high at 145% due to repairs to the District headquarters.
33. Engineering – general engineering costs related to District operations. YTD is high at 93% due to engineering work done for the water use efficiency standards.
34. Water Tests – laboratory testing and sampling of District water. YTD is at 59%.
35. Conservation – water conservation programs and efforts. YTD is high at 108% due to the installation of water filling stations.
36. Community Outreach – costs related to public relations and community outreach. YTD is at 46%.
37. **TOTAL OPERATING EXPENSES**
38. **ADMINISTRATIVE EXPENSES**
39. Liability Insurance – coverage through ACWA JPIA for the District insurance package. YTD is high at 114% due to higher increase in ACWA JPIA insurance rates.
40. IT Support Services – information technology support services. YTD is at 74%.
41. IT Licensing – includes costs for various software licenses. YTD is at 70%.
42. Director Expense – costs for director compensation and benefits. YTD is at 59% of budget.
43. Bank/Management Fees – includes various banking fees, Paymentus fees (for processing customer payments) and investment administrative fees. YTD is currently at 78%.



Rowland Water District

Profit & Loss Analysis and Variance Report

March 2024

44. Legal Fees – legal costs related to RWD, PBWA and Public Water Agencies Group (PWAG). YTD is at 85%.
45. Compliance – includes costs for State Water Resources Control Board (SWRCB) compliance, LA County property taxes, various employee certifications, District permits, and maintenance costs for equipment compliance. YTD is high at 89% due to the timing of compliance costs.
46. Auditing & Accounting – includes consulting services for complex accounting matters and annual audit assurance services related to District financial reporting. YTD is at 75%.
47. Utility Services – costs related to office electricity, office phones, gas and district cell phones. YTD is at 73%.
48. Dues & Memberships – costs for district memberships, dues and subscriptions to various agencies such as the Water Education Foundation, Association of California Water Agencies, Urban Water Institute, California Special Districts Association and American Water Works Association. YTD is high at 99% due to timing of dues and membership billing.
49. Conference & Meetings – conference attendance and meeting expenses. YTD is at 67%.
50. Office Expenses – costs for office supplies, postage, printing and stationery. YTD is low at 34% due to the timing of these expenses.
51. Seminars/Training – employee seminars and training. YTD is at 56%.
52. Miscellaneous Expense – includes costs for travel, books & subscriptions, and miscellaneous general expenses. YTD is at 48%.
53. **TOTAL ADMINISTRATIVE EXPENSES**
54. **PERSONNEL EXPENSES**
55. **WAGES**
56. Operations – wages expense (regular, standby, OT) attributable to Operations. YTD is at 71%.
57. Distribution – wages expense (regular, standby, OT) attributable to Distribution. YTD is at 61%.
58. Administration – wages expense (regular) attributable to Administration. YTD is at 73%.
59. **TOTAL WAGES**
60. Payroll Taxes – employer payroll taxes paid by the District. YTD is trending at 63%.



Rowland Water District

Profit & Loss Analysis and Variance Report

March 2024

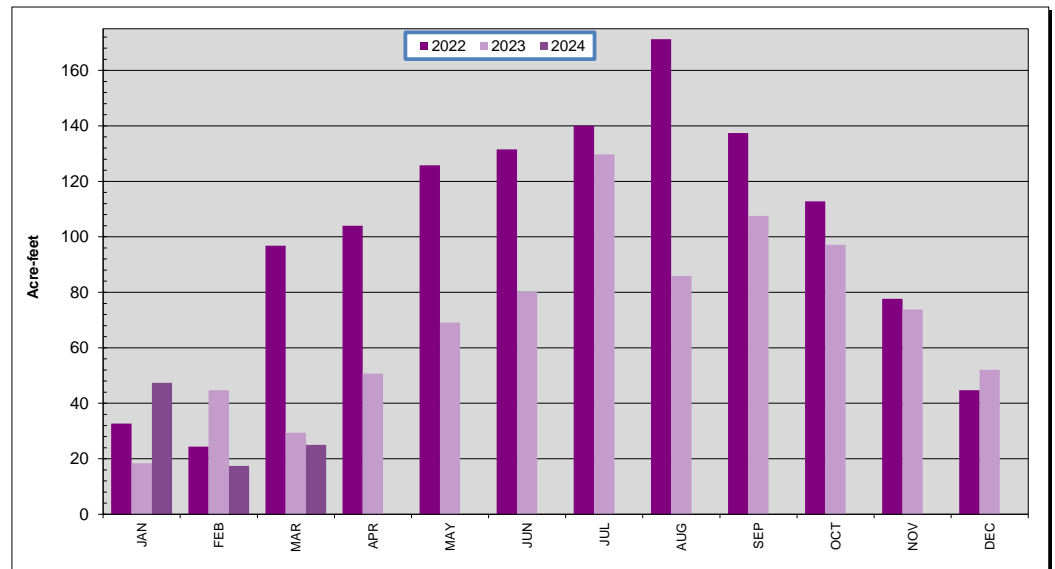
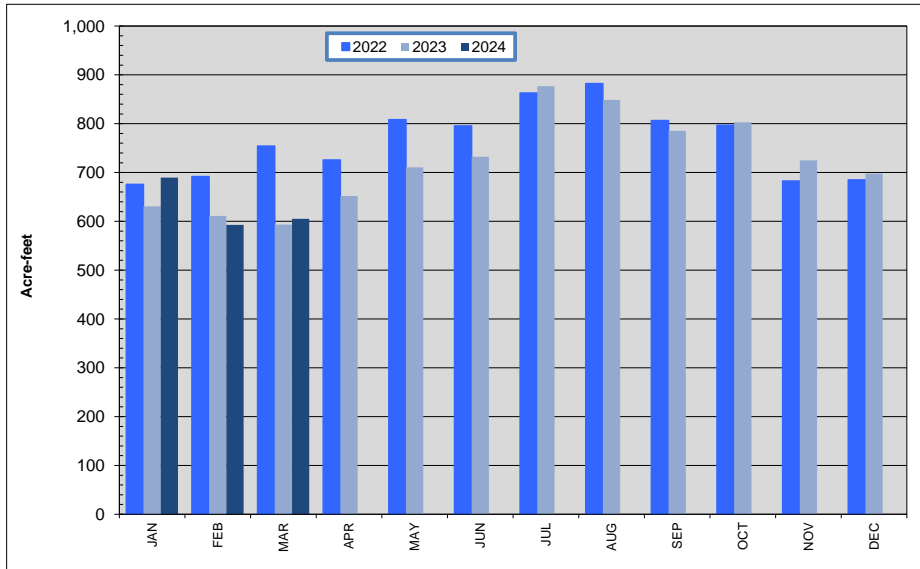
61. Workers Compensation – the District is billed quarterly for workers compensation insurance which can occasionally cause this line item to trend over/under expected budget. YTD is at 57%.
62. Unemployment – state unemployment insurance is paid quarterly which can cause this line to occasionally trend over/under expected budget. YTD is at 79%.
63. CalPERS – includes retirement costs for employee pension plans through the California Public Employee Retirement System. Contributions are made monthly and an annual payment is made at the beginning of each fiscal year for the plan’s unfunded accrued liability. YTD is at 67%.
64. OPEB Contributions – includes retirement costs for other post-employment benefits that provides medical, dental and vision coverage. There will be no OPEB contributions for the current fiscal year as the Public Agency Retirement Services (PARS) trust is fully funded.
65. EE & Retiree Health Insurance – includes the cost of health, dental, vision, life, and disability insurance for current employees as well as health insurance for retired employees. YTD is at 74%.
66. **TOTAL PERSONNEL EXPENSES**
67. **TOTAL EXPENSES**
68. **NET INCOME / (LOSS) BEFORE DEBT SERVICE & CAPITAL EXPENSES** – Financially, the District has performed as expected through March 2024.
69. Less: Total Debt Service – includes interest and principal payments on outstanding District debt as well as related administrative expenses. Interest payments on outstanding debt are made twice per year (December/June).
70. Less: CalPERS (Bond Debt Savings) – includes bond debt refunding savings for paying down the CalPERS unfunded accrued liability. Payments are made in December and June.
71. Less: Capital Expenses (Current-Year) – includes expenses related to current-year district projects and capital assets, excluding projects funded by bond proceeds (debt). YTD is at 32%.
72. **CASH INCREASE / (DECREASE)**



Water Purchases for CY 2024 (Acre-feet)

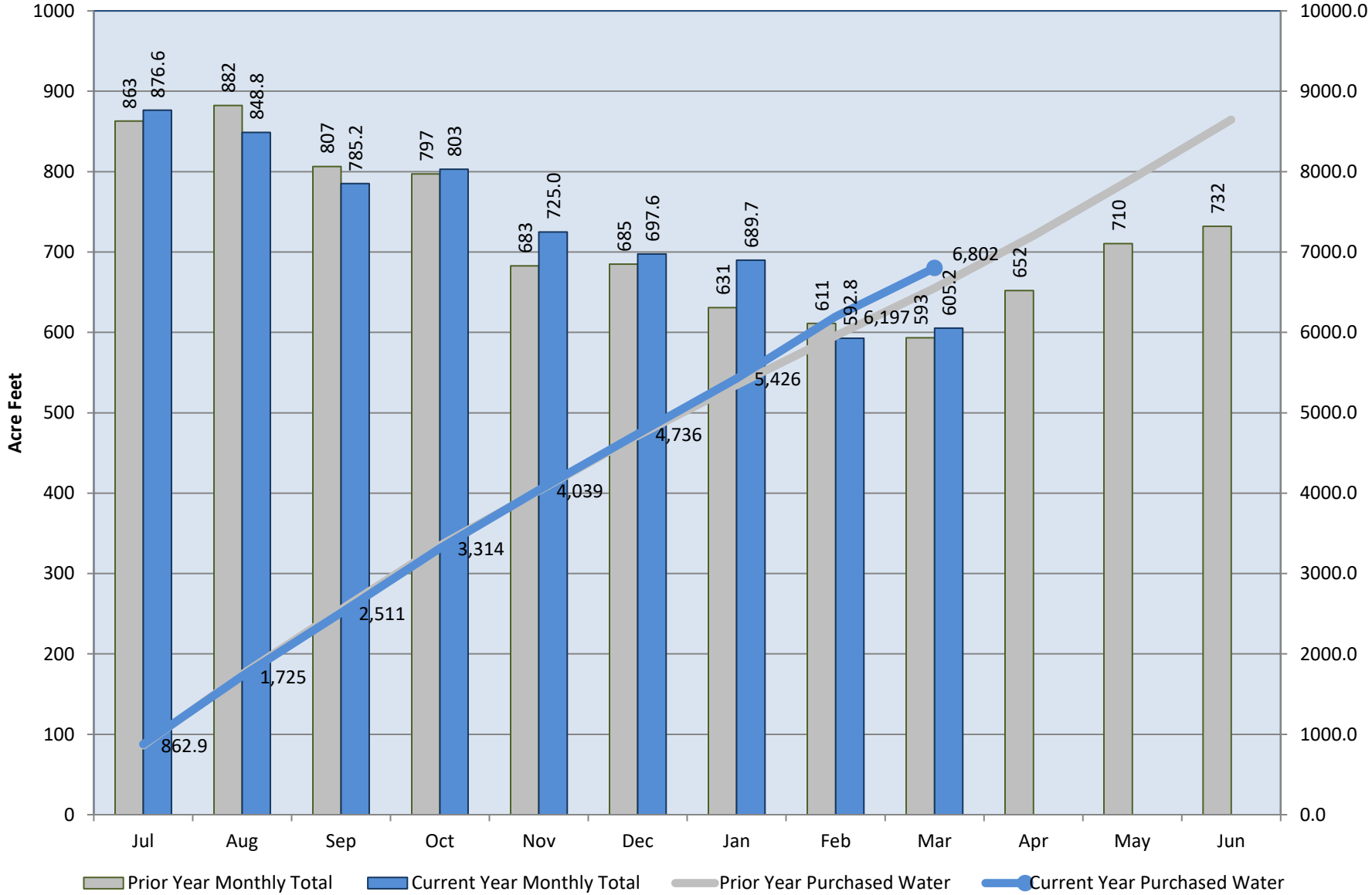
	POTABLE SYSTEM						TOTAL
	WBS	LHH	PM-9	PM-22	JWL		
					PM-15	Miramar	
JAN	189.0	0.0	0.0	219.5	138.3	142.9	689.7
FEB	100.3	0.0	0.0	232.4	260.1	0.0	592.8
MAR	155.6	0.0	0.0	133.0	316.6	0.0	605.2
APR							0.0
MAY							0.0
JUN							0.0
JUL							0.0
AUG							0.0
SEP							0.0
OCT							0.0
NOV							0.0
DEC							0.0
TOTAL	444.9	0.0	0.0	584.9	715.0	142.9	1,887.7

RECYCLED SYSTEM							TOTAL
Well 1	Wet Well	WVWD	Industry	Potable Make-up	Nogales Dewatering	Fullerton Dewatering	
14.9	14.8	0.0	4.1	0.0	13.6	0.0	47.4
1.0	4.8	0.0	0.6	0.0	11.0	0.0	17.4
5.9	7.1	1.0	1.5	0.0	9.5	0.0	25.0
							0.0
							0.0
							0.0
							0.0
							0.0
							0.0
							0.0
							0.0
							0.0
							0.0
21.8	26.7	1.0	6.2	0.0	34.1	0.0	89.8



Potable Water Purchases For FY 2023-2024

(Acre-feet)



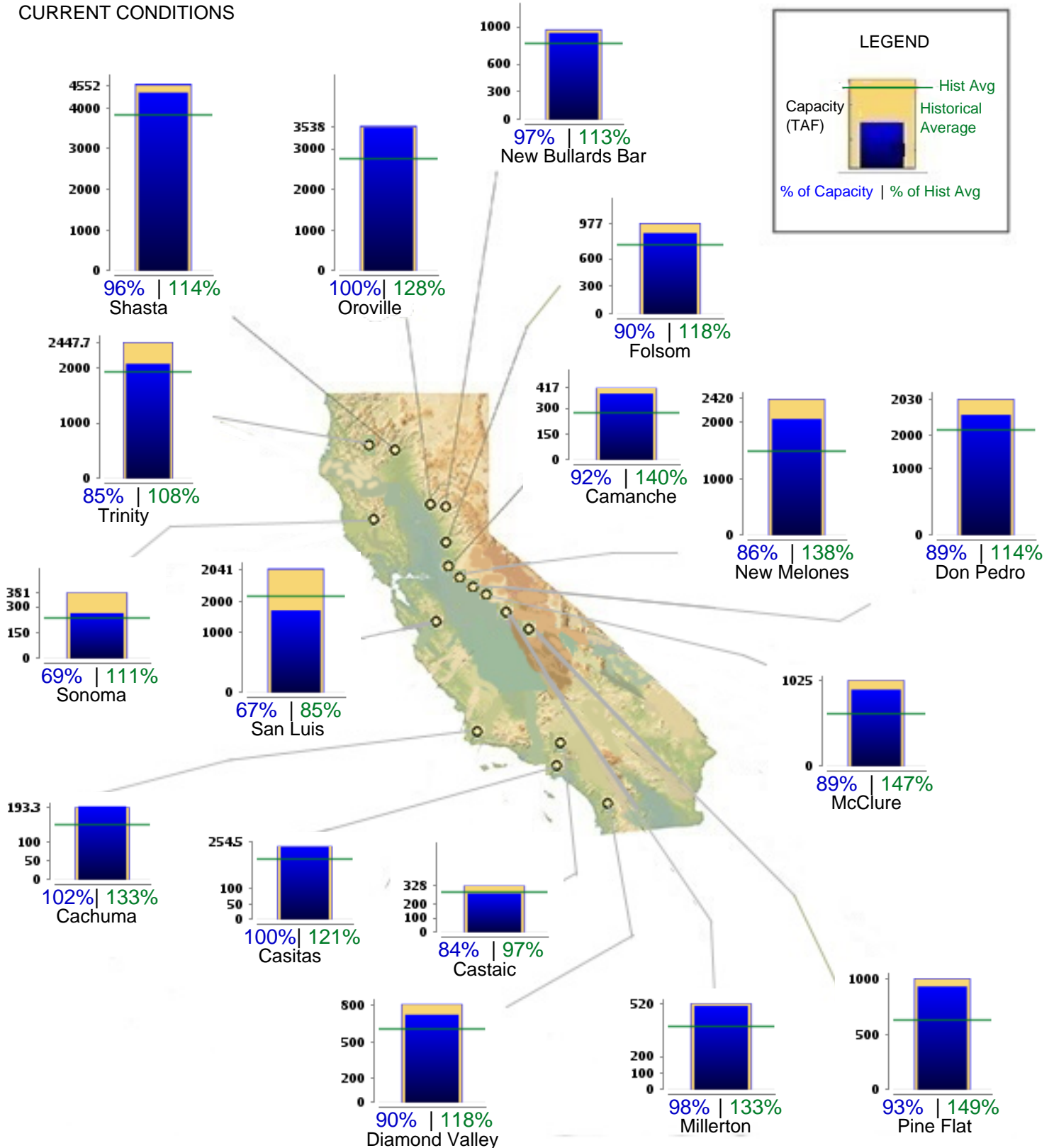


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - May 9, 2024

CURRENT CONDITIONS

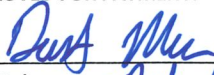




April 2024 -DIRECTOR REIMBURSEMENTS

Director	Date of Meeting/Event	Meeting/Event Attended	Reimbursement	No Charge	Additional Comments <i>(Submit expense report if claiming mileage and/or meal reimbursement)</i>
Anthony J. Lima					
	4/3/2024	TVMWD Board Meeting	\$230.00		Mileage
	4/4/2024	PBWA	\$230.00		Mileage
	4/9/2024	RWD Board Meeting	\$230.00		
	4/17/2024	TVMWD Board Meeting	\$230.00		Mileage
	4/26/2024	RWD Employee Recognition Event		X	
	4/30/2024	RWD Special Board Meeting	\$230.00		
		TOTAL PAYMENT	\$1,150.00		
John Bellah					
	4/3/2024	TVMWD Board Meeting	\$230.00		Mileage
	4/8/2024	GAC	\$230.00		
	4/9/2024	RWD Board Meeting	\$230.00		
	4/15/2024	RHCCC	\$230.00		
	4/17/2024	TVMWD Board Meeting	\$230.00		Mileage
	4/26/2024	RWD Employee Recognition Event		X	
	4/30/2024	RWD Special Board Meeting	\$230.00		
		TOTAL PAYMENT	\$1,380.00		
Robert W. Lewis					
	4/4/2024	PBWA	\$230.00		
	4/8/2024	GAC		X	
	4/9/2024	RWD Board Meeting	\$230.00		
	4/10/2024	LAFCO		X	
	4/26/2024	RWD Employee Recognition Event		X	
	4/30/2024	RWD Special Board Meeting	\$230.00		
		TOTAL PAYMENT	\$690.00		
Szu Pei Lu-Yang					
	4/9/2024	RWD Board Meeting	\$230.00		
	4/26/2024	RWD Employee Recognition Event		X	
	4/30/2024	RWD Special Board Meeting	\$230.00		
		TOTAL PAYMENT	\$460.00		
Vanessa Hsu					
	4/9/2024	RWD Board Meeting	\$230.00		
		TOTAL PAYMENT	\$230.00		

APPROVED FOR PAYMENT:


 For Tom Coleman - Dusty Moisis



RESOLUTION NO. 5-2024

Supersedes Resolution No. 12.3-2021

**ROWLAND WATER DISTRICT
RESOLUTION OF THE BOARD OF DIRECTORS
AMENDING SECTION “E” OF THE RULES AND REGULATIONS FOR
POTABLE AND RECYCLED WATER SERVICE**

WHEREAS, Rowland Water District (the “District”) is organized and operates pursuant to the County Water District Law, commencing with Section 30000 of the California Water Code (the County Water District Law”); and

WHEREAS, pursuant to the County Water District Law, the District has the authority to act as a purveyor of potable water and recycled water services within its service area, and to adopt rules and regulations governing such potable water and recycled water service; and

WHEREAS, on December 14, 2021, the Board of Directors of the District adopted the “Rules and Regulations for Potable and Recycled Water Service” referred to herein as the “Rules and Regulations”), which are subject to periodic revision; and

WHEREAS, the Board of Directors desires to amend the Rules and Regulations to clarify the conditions under which the District may impose fees, charges and other requirements related to Accessory Dwelling Units (“ADUs”) and amend the District’s Policy Regarding Water Service to be Provided to Accessory Dwelling Units which is referenced in the Rules and Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Rowland Water District as follows:

- Section 1. The matters set forth in the recitals to this Resolution are true and correct statements and by this reference incorporated herein and made findings and determinations of the Board of Directors.
- Section 2. The Board of Directors of the District hereby adopts the amended Rules and Regulations, as set forth in Exhibit “A” hereto. The Rules and Regulations shall take effect immediately.
- Section 3. The Board of Directors hereby adopts the amended District’s Policy Regarding Water Service Provided to Accessory Dwelling Units, as set forth in Exhibit “B” hereto. The Policy shall take effect immediately.

ADOPTED at a regular meeting of the Board of Directors of the Rowland Water District held on May 14, 2024, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Szu Pei Lu-Yang
President

ATTEST:

TOM COLEMAN
General Manager

I certify that the forgoing Resolution is a true and correct copy of the Resolution of the Board of Directors of the Rowland Water District adopted on May 14, 2024.

TOM COLEMAN
Board Secretary



POLICY AND PROCEDURE

APPROVED BY	POLICY TITLE	EFFECTIVE DATE
Board of Directors	POLICY REGARDING WATER SERVICE TO BE PROVIDED TO ACCESSORY DWELLING UNITS	April 14 <u>May 14,</u> 2020 <u>04</u>
		Page 1 of 4

WHEREAS, California is experiencing a shortage of affordable housing; and

WHEREAS, to address the shortage of affordable housing, the California Legislature has enacted statutes to facilitate the construction of accessory dwelling units (“ADUs”), including SB 13 (Wieckowski) and AB 881 (Bloom) enacted in 2019; and

WHEREAS, the Rowland Water District (“District”) desires to adopt certain policy principles with respect to water service to be provided to ADUs within its jurisdiction to ensure compliance with applicable law,

NOW, THEREFORE, the Board of Directors of the Rowland Water District hereby adopts this policy concerning the District’s provision of water service to ADUs, as follows.

1. Definitions:

- A. “Accessory Dwelling Unit” or “ADU” shall mean an attached or detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
- B. “Accessory structure” shall mean a structure that is accessory and incidental to a dwelling located on the same lot.
- C. “Junior accessory dwelling unit” or “junior ADU” means a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.



POLICY AND PROCEDURE

<p>APPROVED BY</p> <p>Board of Directors</p>	<p>POLICY TITLE</p> <p>POLICY REGARDING WATER SERVICE TO BE PROVIDED TO ACCESSORY DWELLING UNITS</p>	<p>EFFECTIVE DATE</p> <p>April 14 <u>May 14,</u> 202<u>0</u><u>4</u></p> <p>Page 2 of 4</p>
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2. Application Process:

- A. When a property owner determines to construct an ADU-accessory dwelling unit (“ADU”) on the property owner’s property, the property owner shall submit a copy of approved engineering drawings and a water supply fixture unit (WSFU) worksheet to determine the total WSFUs to be included in the ADU and, where feasible, the estimated additional water demand resulting from the ADU.
- B. District staff shall review the ADU drawings and water supply fixture unit worksheet to determine if the ADU requires a new water service and if it is subject to a capacity charge fee and consult with the applicable planning agency concerning the proposed ADU plans and the adequacy of water service to be provided by the District [Government Code Section 66314(a)65852.2(a)(1)(A)].
- C. When District staff determines that the said ADU requires a new water service and is subject to capacity charge fees, District staff shall then provide a written estimated cost proposal to the property owner for water capacity fees and new water service installation fees along with a new service installation agreement and new water service application request form.
- D. No fire sprinklers may be required in an ADU if they are not required in the primary residence [Government Code Section 66314(d)(12)65852.2(a)(1)(D)(xii)].
- E. The District’s provision of water service to ADUs is subject to the statutory limitations specified in Section 3, below.

3. Incorporation of Statutory Provisions:

- A. Not New Residential Service: An ADU shall not be considered to be a new residential use for purposes of calculating District connection fees or capacity charges, unless the ADU was constructed with a new single-family dwelling.



POLICY AND PROCEDURE

APPROVED BY	POLICY TITLE	EFFECTIVE DATE
Board of Directors	POLICY REGARDING WATER SERVICE TO BE PROVIDED TO ACCESSORY DWELLING UNITS	April 14 <u>May 14,</u> 202 <u>04</u>
		Page 3 of 4

[Government Code Section ~~66324(b)65852.2(f)(2)~~]. Junior accessory dwelling units shall not be considered a separate or new dwelling unit and are not subject to separate meter requirements, nor are they subject to connection fees or capacity charges. [Government Code Section 66338(a)65852.22(f)]. Junior accessory dwelling units are defined as a unit that is no more than 500 sf in size and contained entirely within a single-family residence. [Government Code Section 66313(d)65852.22(i)(1)].

B. New Meters/Connections and Connection Fees or Capacity Charges:

(i) ~~For an ADU or junior ADU~~ The District may not impose a new meter requirement or connection fees or capacity charges on any ADU meeting the following criteria:

(a) ~~that the ADU~~ is within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress;

(b) the space ~~has~~ has exterior access from the proposed or existing single-family dwelling; and

(c) the ~~has~~ has side and rear setbacks ~~that~~ are sufficient for fire and safety; ~~and.~~

~~(d) However, if the ADU if the unit is a junior ADU, the junior ADU complies with Government Code Section 65852.22,~~

~~then the District will not require the property owner to install a new or separate water connection directly between the ADU or junior ADU~~



POLICY AND PROCEDURE

APPROVED BY Board of Directors	POLICY TITLE POLICY REGARDING WATER SERVICE TO BE PROVIDED TO ACCESSORY DWELLING UNITS	EFFECTIVE DATE <u>April 14 10 May 14,</u> 20204 Page 4 of 4
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~~and the District's water system. For an ADU or junior ADU that meets the criteria of items (a) through (d), as applicable, the District shall not impose on the ADU or junior ADU a connection fee or capacity charge, unless the ADU or junior ADU was constructed with a new single-family dwelling, or upon separate conveyance of the ADU pursuant to Government Code Section 6634165852.2(fa)(410), then the District may impose the requirement of a new meter, connection fees, and capacity charges, regardless of the ADU meeting the statutory provisions above. (Government Code Section 66324(d)65852.2(f)(4), with cross-reference to Section 66323(a)(1)subdivision (e)].~~

~~(ii) (ii) For an ADU or junior ADU that does not meet the criteria set forth in items (a) through (d) of subdivision (i), above, then the District may require a new or separate water connection directly between the ADU or junior ADU and the District's water system. For those ADUs or junior ADUs that do not meet all of those criteria, the District may impose a~~ The District may impose a new meter requirement, connection fees, and capacity charges on any ADU meeting the following criteria:

~~(a) the ADU was constructed with a new single-family dwelling; or~~

~~(b) upon separate sale or conveyance of the ADU pursuant to Government Code Section 6634165852.26; or~~

~~(c) upon separate conveyance of the primary dwelling unit and ADU as condominiums pursuant to Government Code Section 6634265852.2(a)(10); or~~

~~(d) the ADU is not in conformance with the requirements enumerated pursuant to Government Code Section 66323(a)(1)65852.2(e)(1)(A). If any one of the~~



POLICY AND PROCEDURE

APPROVED BY	POLICY TITLE	EFFECTIVE DATE
Board of Directors	POLICY REGARDING WATER SERVICE TO BE PROVIDED TO ACCESSORY DWELLING UNITS	April 14 <u>May 14,</u> 202 <u>04</u>
		Page 5 of 4

following is applicable to the ADU then such ADU is subject to the District's meter requirements, connection fees, and capacity charges:

- i. the ADU is not within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure; or
- ii. the ADU does not have exterior access from the proposed or existing single-family dwelling; or
- iii. the ADU does not have side and rear setbacks sufficient for fire and safety.

Consistent with Government Code Section 66013, the connection fee or capacity charge, which must be proportionate to the burden of the proposed ADU or junior ADU upon the District's water system, based upon either its square feet or the number

—of its water supply drainage fixture units values, as defined in the Uniform Plumbing Code. Any such connection fee or capacity charge shall not exceed the reasonable cost the District incurs in providing the service to the ADU or junior ADU. [Government Code Section 66324(e) ~~65852.2(f)(5)~~].

4. For any ADU subject to a new meter, connection fees, and capacity charges as provided in this Section B(3), and such ADU fails to have a new meter installed or to pay any such connection fees or capacity charges when due, the District shall terminate water service of the primary single-family dwelling until such time as the requirements set forth above are completed, pursuant to the District's Rules and Regulations for Potable and Recycled Water Service, as may be amended from time to time.

5. District staff is directed to take all steps necessary to implement the foregoing policy and shall recommend any changes to other District's policies, rules and regulations necessary to implement these principles.



ROWLAND WATER DISTRICT

3021 Fullerton Road
Rowland Heights, CA 91748
(562) 697-1726
www.rwd.org

RULES AND REGULATIONS FOR POTABLE AND RECYCLED WATER SERVICE

**An informative guide of policies and procedures relating to
water service customers in our Service Area
These Rules & Regulations are subject to periodic revisions**

SECTION "A" DEFINITION OF TERMS

Whenever the following terms or pronouns are used herein, the intent and meaning shall be interpreted as follows:

- (a) District: Rowland Water District
- (b) County: County of Los Angeles
- (c) Manager: General Manager of Rowland Water District or the person who has been authorized by the Manager or by the Board of Directors of the District to act for the General Manager
- (d) Board: Board of Directors of Rowland Water District
- (e) Customer: Any person, firm, corporation, association or agency who uses or is entitled to use water from the District System

SECTION "B" MANDATORY RECYCLED WATER CONNECTION POLICY (Ordinance No. 0-8-2017)

The requirements of the District's Mandatory Recycled Water Connection Policy (Ordinance No. 0-8-2017) shall apply to existing customers of the District and to all applications for new water service to a Qualifying Property received by the District on or after September 15, 2004 (Effective Date) and shall be a condition and requirement for receiving water service from the District. A Recycled Water Plan Check/Inspection Fee in the amount of \$893.00 will be required on all new recycled water installations.

**SECTION “C”
APPLICATION FOR SERVICE**

The application is a request for service. Each prospective customer, whether an individual, firm, corporation, association or agency, must apply for the desired service and provide sufficient information to establish credit for the payment of the account and pay a non-refundable application fee.

The District requires proper identification of all applicants for new water service, residential, commercial, industrial and temporary. The applicant has the option of completing the application form in person at the District office, submitting the required information by mail, or completing an on-line application prior to the establishment of service.

The information required to identify the applicant must be provided on the service application form. The District requests this information to ensure the proper billing and collection of the account.

APPLICATION FEE

Every applicant for a water service account at a retail connection shall complete an application for water service on a form provided by the District and shall pay a non-refundable application fee of \$60.00 to defray the cost of processing the application and turning the service on at the meter.

SERVICE AGREEMENT

Every applicant for new water service requiring an extension of the District’s water supply system or establishment of a new water service, to property which has not been previously receiving water service from the District, shall be required to enter into an Agreement for the installation of Water System and Service of Water (“Service Agreement”) in a form provided by the District. The Service Agreement shall provide for the applicant to pay all engineering costs incurred by the District for the preparation of plans and specifications and for construction, supervision, and testing of the water facilities. The Service Agreement shall provide that the applicant must deposit, in advance, an amount of money based upon the estimated cost of engineering services and construction costs prior to commencement of the design and award of the construction contract, respectively. The Service Agreement shall provide that the applicant shall dedicate to the District, such fee parcels, easements, and other interests in the land as may be necessary for the water facilities to serve the property. The Service Agreement shall also provide for the payment of the Meter Installation Fee, the Potable Water Capacity Fee and the Acreage Supply Charge as set forth herein.

OWNERSHIP OF SERVICE

All pipes, fittings, meters, meter boxes and other materials and equipment installed by the District to establish a service connection shall at all times be the property of and remain vested in the District. The applicant shall have no ownership interest or title thereto.

No service connection will be installed at any place on said system for or on behalf of any applicant who has any outstanding or delinquent debt owed to the District for any previous water service until all such unpaid indebtedness has first been fully paid and discharged.

TEMPORARY SERVICE

Any applicant desiring a temporary service from a public fire hydrant shall specify in the application the location of the public hydrant or public hydrants from which service is desired. The District does not provide temporary service through privately-owned fire hydrants. The **District will**, when such an application has been accepted, connect the meter to a hydrant as near as possible to the requested location. The applicant shall pay the refundable deposit, which is shown on the table set forth below, for each temporary service location. The amount of the required deposit and/or water rate may be adjusted by Board action from time to time. The monthly rental fee for the construction meter is set forth below. Upon discontinuance of service, provided the meter has been recovered by the District in acceptable condition, the deposit will be applied to any unpaid charges due the District and the balance, if any, will be refunded to the applicant. If the meter is damaged or missing, the deposit shall be applied first to the cost of repairing or replacing the meter, and second to any unpaid charges. The customer will be responsible for any shortfall between the amount due and the deposit. Any balance of the deposit remaining after deduction of costs and unpaid charges will be refunded to the customer.

Water delivered through a temporary water service shall be charged the rates, by zone, as shown on the "Construction Potable/Recycled Water Rate" table below. A non-refundable administration fee will be charged in addition to the deposit. The application fee shall cover the initial installation and the removal of the meter. Any requests to relocate the meter to another location will be charged an additional cost per hour. The foregoing fees are shown on the "Construction Meter Fee Schedule" below.

CONSTRUCTION METER FEE SCHEDULE*

Effective Date	1/1/2022	1/1/2023	1/1/2024	1/1/2025	1/1/2026
Refundable Construction Meter Deposit	\$3,165.00	\$3,259.00	\$3,357.00	\$3,458.00	\$3,562.00
Administration Fee-Construction Meter	\$213.00	\$220.00	\$226.00	\$233.00	\$240.00
Monthly Rental Fee Construction Meter	\$65.00	\$67.00	\$69.00	\$71.00	\$73.00
Relocate Construction Meter (cost per hour)	\$96.00	\$99.00	\$102.00	\$105.00	\$108.00

*The amount of the required deposit and/or water rate may be adjusted by Board action from time to time.

CONSTRUCTION POTABLE/RECYCLED WATER RATE (\$/HCF)

Effective Date	1/1/2022	1/1/2023	1/1/2024	1/1/2025	1/1/2026
Construction Rate-Potable					
Zone 1	\$5.85	\$6.12	\$6.17	\$6.27	\$6.18
Zone 2	\$6.00	\$6.28	\$6.33	\$6.44	\$6.36
Zone 3	\$6.14	\$6.42	\$6.48	\$6.59	\$6.52
Zone 4	\$6.48	\$6.78	\$6.85	\$6.98	\$6.92
Zone 5	\$6.68	\$6.99	\$7.07	\$7.21	\$7.16
Zone 6	\$6.95	\$7.27	\$7.36	\$7.51	\$7.47
Construction Rate-Recycled	\$4.26	\$4.25	\$4.25	\$4.25	\$4.25

ESTABLISHMENT OF CREDIT

At the time the service application form is submitted, the District will evaluate the applicant’s credit-worthiness to determine if the District will require a deposit from the applicant to secure the payment of any future charges owed to the District. An applicant’s credit will be considered impaired in the following circumstances and a refundable deposit will be charged in addition to the non-refundable application fee.

- (a) The applicant and/or co-applicant has no prior credit history or a poor credit history in any of the three major credit reporting agency databases (EXPERIAN, TRANS UNION and EQUIFAX);

- (b) The District has received information from the CUE (California Utilities Exchange) database that the applicant has an unpaid final bill with another utility company or the applicant has an unpaid final bill with the Rowland Water District at a prior service address;
- (c) The applicant refuses to furnish information necessary to identify the applicant and verify the applicant's credit-worthiness;
- (d) The District is not able to positively identify the applicant from the information submitted on the service application.

In the event that credit-worthiness is established at the time of the service application request, no deposit will be required to establish service. However, the District may require a deposit as a condition of continuing water service to an existing customer if the customer becomes delinquent in payment of District charges. The customer will be notified if and when a deposit is required to maintain service with the District.

Any of the following circumstances constitutes a delinquency requiring a deposit in order to continue service at the customer's property:

- (1) Any customer who has incurred any of the following charges for delinquent payment:
 - (a) One 10-day service termination notice (door hanger);
 - (b) Two (2) delinquent late charges in any one calendar year;
 - (c) Three (3) delinquent late charges since the inception of the customer's account.
- (2) The customer's service has been shut off at any time for the non-payment of the account's bill.
- (3) The customer has issued the District a payment, which has been returned unpaid.

Any customer, who has opened multiple accounts in their name, may be required to make a deposit for each account or service address, if the payment history in any of the accounts reflects a delinquency as defined above.

DEPOSITS

Where an applicant or District customer is required to make a refundable deposit to secure the payment of future charges for service or for the re-establishment of service, the amount shall be determined as follows:

New Service Applicants:

The *standard deposit amount* will be calculated and adjusted annually, based on the average total bill for customers who have the same size meter and who are also in the same water rate category multiplied by 2.5. Every new service applicant shall pay a non-refundable application fee of \$60.00. The District requires proper identification of all new service applicants. Any new service applicant unable to provide proper photo identification will be charged the *standard deposit amount* which will be held by the District until such time as proper identification is presented to the District, or until such account is closed. In each instance, this deposit will be refunded to the customer, without interest, after the deduction of any unpaid charges to the District. Acceptable forms of photo identification include an identification card issued by the Department of Motor Vehicles, a Driver's License, Passport, or Lawful Permanent Residency Card ("Green Card").

Existing Customers:

The deposit amount will be calculated based on the average total bill of that particular customer for at least three (3) billing periods, and no more than twelve (12) billing periods multiplied by 2.5. If this information is not available, the deposit calculation for new service applicants will be used. Any customer whose credit status has changed with the District will be properly notified and billed for the deposit amount.

In the event that a customer who has already paid a deposit as a new service applicant becomes delinquent as defined in the paragraph entitled "Establishment of Credit", subparagraphs (1) through (3), the District will re-evaluate the amount of the deposit necessary to secure the account. If the deposit amount determined based upon the customer's average total billing for water charges is greater, the amount of the deposit will be adjusted accordingly. As a condition of continued water service, the customer will be required to increase the amount deposited with the District, as well as pay all delinquent charges and other fees.

In the event a customer's account is terminated for non-payment, the District may apply any deposit held for that customer to any outstanding charges and penalties for that customer at the time service is terminated. If the customer closes an account, the District shall apply the customer's deposit to the final billing and refund any balance remaining, without interest, to the customer.

District will monitor the payment history of each customer for which a security deposit is being held by the District. If the customer's account is free of any late payment penalties, termination notices or returned payments for a period of twelve (12) consecutive months since the security deposit was given, the District shall refund the deposit to the customer, in full, by applying the deposit to the customer's account.

CHANGE IN SERVICE

(a) Any customer desiring a smaller or larger service connection shall make application for the size desired in the manner heretofore described for a new service. In the case of an application for a smaller service connection than what exists, the customer must sign an acknowledgment that the smaller connection complies with any applicable flow requirements for fire or other purposes and that Rowland Water District is not responsible for compliance with any such requirements and customer may not bring and waives any and all claims against Rowland Water District related to such. Customer must obtain consent from the respective land use authority (such as a city or the county) in accordance with "Agreement to Downsize Water Meter" entered into between customer and Rowland Water District.

(b) Service will be discontinued upon request of the applicant. Payment of all charges in full to the date of discontinuance will be due upon termination of service.

SEPARATE SERVICES

(a) No service connection will be made for the purpose of supplying two or more parcels through a common service even though the parcels may be in the same ownership. When a parcel is divided into two or more lots, separate service connections must be established for each lot to which service is provided.

(b) No master meters are allowed or will be authorized for a multi-user development, which includes Commercial and Multi-Family. All tenants or owners receiving water service in any individual apartment, condominium, townhome, or other unit or a multi-unit Commercial or Multi-Family development shall have a separate meter for each such unit.

(c) Apartments, duplexes, townhomes, condominiums and mobile home parks are classified as "Multi-Family" and are billed at the District's established rates for such services.

(d) Accessory Dwelling Unit (ADU). ADUs shall be subject to new meter requirements, Connection fees and capacity charges apply to newly constructed, attached or detached, ADU space when: more than 150 square feet is added to a home, the unit is not part of an existing home or structure on the property, or the ADU is contained within an unpermitted structure. To ensure compliance with applicable law, the District shall provide water service to Accessory Dwelling Units (ADUs) within its jurisdiction in accordance with the District's "Policy Regarding Water Service to be Provided to Accessory Dwelling Units", including termination of water service at the primary single-family dwelling for failure to comply with such policies as may be amended from time to time.

(e) Violation of this section shall be cause for discontinuation of service through the service connection upon thirty (30) days written notice to the original applicant to correct the violation.

SECTION “D”

RATE SCHEDULES

Rates (subject to change) -- The following rates are hereby fixed and established and shall be collected by and through monthly billings for water furnished through meters by the District:

For domestic, commercial and industrial water services:

WATER RATES AND FEES

1. Potable and Recycled Water Rates (excluding Construction/Temporary and Fire Service):

There is a commodity rate charged for each unit of water (one hundred cubic feet “hcf”) supplied by the District, for potable and recycled water, which includes a charge for pumping costs, varying according to the zones of elevation within the District.

A. Single Family Residential Inclining Block Rates: The commodity rates for the single family residential class of service shall vary according to the amount of water delivered in a billing period with the initial quantity of water charged at a lower rate, (inclining block rate) to encourage conservation and discourage waste of potable water supplies.

Pressure Zone	Usage in hcf	Rate Effective 1/1/22	Rate Effective 1/1/23	Rate Effective 1/1/24	Rate Effective 1/1/25	Rate Effective 1/1/26
Zone 1	1–8/hcf	\$3.18/hcf	\$3.31/hcf	\$3.41/hcf	\$3.51/hcf	\$3.62/hcf
	9–15/hcf	\$3.59/hcf	\$3.73/hcf	\$3.84/hcf	\$3.96/hcf	\$4.08/hcf
	16+ hcf	\$4.66/hcf	\$4.84/hcf	\$4.99/hcf	\$5.14/hcf	\$5.29/hcf
Zone 2	1–8/hcf	\$3.34/hcf	\$3.47/hcf	\$3.57/hcf	\$3.68/hcf	\$3.80/hcf
	9–15/hcf	\$3.74/hcf	\$3.89/hcf	\$4.01/hcf	\$4.13/hcf	\$4.25/hcf
	16+ hcf	\$4.81/hcf	\$5.00/hcf	\$5.15/hcf	\$5.31/hcf	\$5.47/hcf
Zone 3	1–8/hcf	\$3.47/hcf	\$3.61/hcf	\$3.72/hcf	\$3.84/hcf	\$3.96/hcf
	9–15/hcf	\$3.88/hcf	\$4.03/hcf	\$4.16/hcf	\$4.28/hcf	\$4.42/hcf
	16+ hcf	\$4.95/hcf	\$5.15/hcf	\$5.30/hcf	\$5.47/hcf	\$5.63/hcf
Zone 4	1–8/hcf	\$3.82/hcf	\$3.97/hcf	\$4.10/hcf	\$4.23/hcf	\$4.36/hcf
	9–15/hcf	\$4.22/hcf	\$4.39/hcf	\$4.53/hcf	\$4.67/hcf	\$4.82/hcf
	16+ hcf	\$5.29/hcf	\$5.50/hcf	\$5.68/hcf	\$5.85/hcf	\$6.04/hcf
Zone 5	1–8/hcf	\$4.02/hcf	\$4.18/hcf	\$4.31/hcf	\$4.45/hcf	\$4.60/hcf

	9–15/hcf	\$4.42/hcf	\$4.60/hcf	\$4.75/hcf	\$4.90/hcf	\$5.05/hcf
	16+ hcf	\$5.49/hcf	\$5.71/hcf	\$5.89/hcf	\$6.08/hcf	\$6.27/hcf
Zone 6	1–8/hcf	\$4.29/hcf	\$4.46/hcf	\$4.61/hcf	\$4.76/hcf	\$4.91/hcf
	9–15/hcf	\$4.69/hcf	\$4.88/hcf	\$5.04/hcf	\$5.20/hcf	\$5.37/hcf
	16+ hcf	\$5.76/hcf	\$5.99/hcf	\$6.19/hcf	\$6.38/hcf	\$6.59/hcf

B. Potable Rates for Commercial and Multi-Family: There shall be a uniform charge per one hundred cubic feet (hcf) plus a pumping charge covering the energy cost to pump water to each zone elevation over Zone 1. 1 hcf = 100 cubic feet or 748 gallons.

Pressure Zone	Rate Effective 1/1/22	Rate Effective 1/1/23	Rate Effective 1/1/24	Rate Effective 1/1/25	Rate Effective 1/1/26
Zone 1	\$3.60/hcf	\$3.74/hcf	\$3.85/hcf	\$3.97/hcf	\$4.09/hcf
Zone 2	\$3.75/hcf	\$3.90/hcf	\$4.02/hcf	\$4.14/hcf	\$4.27/hcf
Zone 3	\$3.89/hcf	\$4.04/hcf	\$4.17/hcf	\$4.30/hcf	\$4.43/hcf
Zone 4	\$4.23/hcf	\$4.40/hcf	\$4.54/hcf	\$4.68/hcf	\$4.83/hcf
Zone 5	\$4.43/hcf	\$4.61/hcf	\$4.76/hcf	\$4.91/hcf	\$5.07/hcf
Zone 6	\$4.70/hcf	\$4.89/hcf	\$5.05/hcf	\$5.21/hcf	\$5.38/hcf

C. Recycled Water Rates: There shall be a uniform charge per one hundred cubic feet (hcf). 1 hcf = 100 cubic feet or 748 gallons.

Rate Effective 1/1/22	Rate Effective 1/1/23	Rate Effective 1/1/24	Rate Effective 1/1/25	Rate Effective 1/1/26
\$2.39/hcf	\$2.51/hcf	\$2.63/hcf	\$2.77/hcf	\$2.90/hcf

D. Construction Potable/Recycled Water Rates:

	Effective 1/1/22	Effective 1/1/23	Effective 1/1/24	Effective 1/1/25	Effective 1/1/26
Construction Rate-Potable					
Zone 1	\$5.85	\$6.12	\$6.17	\$6.27	\$6.18
Zone 2	\$6.00	\$6.28	\$6.33	\$6.44	\$6.36
Zone 3	\$6.14	\$6.42	\$6.48	\$6.59	\$6.52
Zone 4	\$6.48	\$6.78	\$6.85	\$6.98	\$6.92
Zone 5	\$6.68	\$6.99	\$7.07	\$7.21	\$7.16
Zone 6	\$6.95	\$7.27	\$7.36	\$7.51	\$7.47
Construction Rate-Recycled	\$4.26	\$4.25	\$4.25	\$4.25	\$4.25

2. Potable/Recycled Water Service Charge for all Customer Classes

In addition to the commodity rate, there is a monthly service charge for each retail water meter for potable and recycled water service, which is based upon the size of the meter. This is a fixed amount which yields revenues to provide for the general overhead and other fixed costs of the District's operations.

Meter Size	Monthly Rate Effective 1/1/22	Monthly Rate Effective 1/1/23	Monthly Rate Effective 1/1/24	Monthly Rate Effective 1/1/25	Monthly Rate Effective 1/1/26
5/8"	\$43.32	\$45.05	\$46.40	\$47.80	\$49.23
3/4"	\$43.32	\$45.05	\$46.40	\$47.80	\$49.23
1"	\$43.32	\$45.05	\$46.40	\$47.80	\$49.23
1-1/2"	\$198.78	\$206.73	\$212.93	\$219.32	\$225.90
2"	\$315.38	\$327.99	\$337.83	\$347.96	\$358.40
3"	\$626.30	\$651.35	\$670.89	\$691.01	\$711.75
4"	\$976.08	\$1,015.13	\$1,045.58	\$1,076.95	\$1,109.25
6"	\$1,947.71	\$2,025.62	\$2,086.39	\$2,148.98	\$2,213.45
8"	\$3,113.66	\$3,238.21	\$3,335.36	\$3,435.42	\$3,538.48
10"	\$8,166.13	\$8,492.77	\$8,747.55	\$9,009.98	\$9,280.28
12"	\$10,303.71	\$10,715.86	\$11,037.33	\$11,368.45	\$11,709.50

A. Fire Service - Service Charge:

There is a monthly service charge, based upon the size of the service connection, for each meter supplying water to a fire hydrant system or other fire suppression facility. The fire service charge is fixed to yield sufficient revenues to defray the cost of serving and maintaining such lines, meters and hydrants, as follows:

Service Size	Monthly Rate Effective 1/1/22	Monthly Rate Effective 1/1/23	Monthly Rate Effective 1/1/24	Monthly Rate Effective 1/1/25	Monthly Rate Effective 1/1/26
1"	\$6.46	\$6.72	\$6.92	\$7.13	\$7.34
2"	\$10.87	\$11.30	\$11.64	\$11.99	\$12.35
3"	\$18.48	\$19.22	\$19.80	\$20.39	\$21.00
4"	\$32.51	\$33.81	\$34.83	\$35.87	\$36.95
6"	\$68.58	\$71.33	\$73.47	\$75.67	\$77.94
8"	\$116.68	\$121.35	\$124.99	\$128.74	\$132.60
10"	\$180.81	\$188.04	\$193.68	\$199.49	\$205.48
12"	\$216.88	\$225.56	\$232.32	\$239.29	\$246.47

All water delivered through a fire service connection will be charged an amount equal to the District's commercial and multi-family residential rate. Use of water through a fire service, except for extinguishing fires, or because of repairs or alterations to the customer's lines, or for testing, is prohibited and such unauthorized use, if continued, will be cause for discontinuance of a fire service and/or penalties of \$200.00 per day or per violation, in addition to payment of all other water rates and charges.

Fire Sprinklers on Domestic Service Connection

Every application for water service shall include the following statement of District policy concerning domestic service which is used for fire sprinklers. As a condition of water service, each applicant will be required to sign an acknowledgement that he or she has read and understands the District policy.

Failure to pay water charges for a domestic service when due may result in termination of water service according to the rules and regulations for water service. For domestic water services which also provide water for a residential or commercial fire sprinkler system, termination of water service will result in termination of water for the fire sprinkler system as well. Customers who have a fire sprinkler system connected to a domestic service will be required to sign an acknowledgement that Rowland Water District will not assume any additional responsibility or duty of care to customers who use domestic services for fire suppression purposes.

B. Fire Flow Availability Testing Rates:

Fire Flow Tests are performed by District personnel to measure the volume of water available at a specified fire hydrant. There is a charge of \$325.00 to perform a fire flow availability test.

C. Potable Water Capacity Fee:

A Potable Water Capacity Fee shall be imposed on any property or any person requesting a new, additional, or larger connection to the District's potable water system, and the amount of the Potable Water Capacity Fee imposed shall vary in accordance with the size of the meter serving the property and shall equal the reasonable cost of providing the service for which the Potable Water Capacity Fee is imposed. The rates for the Potable Water Capacity Fee set forth below may be adjusted for inflation each year.

Meter Size	Maximum Rates for Potable Water Capacity Fees (Effective June 1, 2017)
1 inch	\$3,685.00
1 1/2 inch	\$18,424.00
2 inch	\$29,478.00

3 inch	\$58,956.00
4 inch	\$92,118.00
6 inch	\$184,237.00
8 inch	\$294,779.00
10 inch	\$773,794.00
12 inch	\$976,455.00

D. Acreage Supply Fee:

When water service is requested to property not previously provided water service by the District, a one-time acreage supply fee in the sum of \$1,750.00 per acre will be assessed. In the event use of the property changes, increasing the demand for water, a new acreage supply fee will be assessed at the current rate, less the amount previously paid.

METER AND METER BOX INSTALLATION CHARGES

Applicants for new water service connections, including standalone meter installation for applicable ADUs pursuant to the District's "Policy Regarding Water Service to be Provided to Accessory Dwelling Units", or for customer-requested sizing changes to existing meters, will be required to pay for the cost of materials and labor to construct the service connection lateral from the water main in addition to a Meter & Installation Charge. The Meter & Installation Charge is adjusted from time to time to reflect changes in the cost of meters, other materials and labor. The charge will also vary depending upon the size of the meter installed. Upon request the District will provide a schedule showing the current Meter & Installation Charges in effect at the time of the application.

The Meter & Installation Charge shall include the cost of the meter, meter tail or flange, meter gasket, cement meter box, meter box cover, three hours of labor and three hours of equipment use. Some meters require additional materials which will be included in the charge.

District staff will determine what type of meter is required based upon information provided by the applicant.

SECTION "E"

PAYMENT FOR SERVICE

Payment Options

Charges for water service may be paid by cash, check, credit card, money order, on-line bill payment or direct debit authorized from the customer's bank account. In addition to other forms of payment, Rowland Water District shall accept payment by credit card or debit card with a Visa or MasterCard logo for water charges, monthly service charges,

penalties and late charges and other rates, fees and charges for water or other services provided by the District.

Meter Reading Periods

Subject to change of days on account of weather conditions, holidays, weekends and other matters beyond the ordinary control of the District, water meters shall be read monthly. Special meter readings may be taken by the District at any time upon termination of an account, change of ownership, change in tenancy, or for any other reason, either upon application by the customer or upon order of the Manager.

The Manager shall have the right to change billing dates, re-route meter readers and to pro-rate the charges for bills covering more or less than the normal billing period.

If a customer has questions regarding a bill or a dispute with respect to the amount charged, the customer must submit a complaint or request for investigation to the District office within ten (10) days of the receipt of the disputed bill. If the **designated** District Appeals Officer determines an investigation is warranted, service will not be terminated until an investigation has been completed and the customer has been notified of the District's decision by mail. The customer will then be given an opportunity to pay the bill to avoid service termination.

LATE PAYMENT/DELINQUENCIES/PAYMENT ARRANGEMENTS

All accounts for water service are due and payable immediately upon billing and shall be delinquent if not paid before 17 days for monthly billing ("due date"). A "late payment" fee (the greater of \$10.00 or 1-1/2% of the delinquent balance) will be applied to each account if payment is received in the District office, by mail or in person, after the due date.

A "**PAST DUE**" bill will be sent to any customer whose bill is not paid prior to delinquency. If the account is not paid by the due date shown on the past due bill, a \$51.00 termination notice fee will be applied to the account and a service disconnection notice will be issued, which shall be delivered in person or by telephone 10 days before termination of service.

Unless a delinquent bill is paid by the date shown on the service disconnection notice, service may be discontinued by the District and shall not be reconnected until all delinquent amounts, late payment fees, termination notice fees, turn off/turn on fees (business hours), reconnection fees (after hours), returned payment fees and deposits have been paid in full. If service is terminated by the District due to non-payment of water charges, the customer will be charged a \$50.00 turn off/turn on fee to re-establish water service. If reconnection is requested on a day that the District is closed, including weekends, holidays and alternate Fridays, or after 3:30 p.m. on the District's regular business days, the turn off/turn on fee is \$140.00.

Payment arrangements for residential customers shall apply to all District accounts for residential water. Payment arrangements do not apply to any account for non-residential

service. Payment arrangements shall be made in accordance with the District's "Policy on Payment Arrangements for Residential Customers".

Fire Sprinklers on Domestic Service Connections

Account holders are hereby advised that failure to pay water charges when due may result in termination of water service according to the rules and regulations for water service. For domestic water services which also provide water for a residential or commercial fire sprinkler system, termination of water service will result in termination of water for the fire sprinkler system as well. Rowland Water District provides water for domestic use on the same basis to all customers regardless of whether the property includes a fire sprinkler system. Rowland Water District does not assume any additional responsibility or duty of care to customers for fire suppression purposes.

Water shall not be terminated due to delinquent payment during the pendency of an investigation of the customer's dispute or complaint, when the customer has been granted an extension of time to pay or where a certification of a licensed physician indicates that to do so would be life threatening to the customer and the customer is unable to pay on a timely basis.

Unpaid closing bills may be given to a Credit Reporting Agency.

Returned Payment

A returned payment fee of \$30.00 will be charged for payments returned to the District unpaid. Payment to maintain service after a returned payment must be made by cash or money order, and a deposit may be required.

Water Service Furnished in the Name of the Tenant of Rental or Non-Residential Property

All new accounts for service to a residential or non-residential rental property established after January 11, 2011 are required to be in the name of the property owner as account holder. If the property owner desires to have an account for a rental property established with the residential or non-residential tenant as the primary account holder responsible for payment of charges for water service to that rental property, the property owner must execute an "Application to Place Existing Service in Tenant's Name" acknowledging that the property owner will be a co-account holder and responsible for any unpaid charges for water service. Applicants for water service who are not the owner of the property will not be provided service until the property owner has completed, signed and returned this form.

Termination of Service to Tenants-Occupants

A. Notice to Non-Residential Tenants-Occupants and Residential Tenants-Occupants in an Individually Metered Residence:

The District will provide written notice to non-residential or residential occupants when the customer's account is delinquent and that service will be terminated for non-payment by the owner. If the non-residential or residential tenant-occupant meets the requirements of the District's Rules and Regulations, the District may make service available in the tenant's name.

B. Notice to Tenants-Occupants in a Multi-Unit Residential Structure with Service through a Master Meter:

The District will provide written notice, posted on the door of each residential unit or in each accessible common area and at each point of access to the structure or structures, that service will be terminated for non-payment by the owner on a date specified in notice, unless the account is paid in full. The notice will also specify:

- (1) what the Residential Occupants are required to do in order to prevent the termination or reestablish service;
- (2) the estimated monthly cost of service; and
- (3) the title, address and telephone number of a representative of the District who can assist the Residential Occupants in continuing service.

Nonpayment by Tenant

Whenever existing water service is furnished in the name of a residential or non-residential tenant and service is terminated by the District for non-payment of water charges, or the tenant vacates the premises leaving an unpaid balance on the service account, water service to the premises will only be re-established with a subsequent tenant as primary account holder, after payment in full of all delinquent charges. If such charges are not paid in full, future service must be established in the name of the property owner alone.

SECTION "F"

EXTENSION OF MAINS

In Existing Streets

It shall be the policy of the District that the cost of water mains constructed in streets and highways in the District which were on March 1, 1954, public streets and highways, officially dedicated and accepted as such before that date, will be borne by the District as a whole. It is anticipated that the funds for constructing such mains will be obtained from General Obligation Bonds, Revenue Bonds, revenue from the sale of water, or other funds which are available to the District. The District may construct such mains under a reimbursement agreement with property owners, subdividers or others, under which the cost of construction is advanced by such persons desiring the extension reimbursed from revenues of the District from the sale of water.

In Post 1954 Streets

It shall be the policy of the District that water mains and appurtenant facilities to be constructed in streets and rights of way which were not dedicated as public streets prior to March 1, 1954 will be paid for by the persons desiring such installations, whether they are subdividers, owners, or residents. Payment for such mains may be by lump sum payment or such other means acceptable to the Board. The Board may, at its discretion, pay from General District funds, a portion of the cost of major transmission lines where such lines are larger than would be required to serve the property benefiting from their installation.

SECTION "G"

METER TESTING

At the Customer's Request

Any customer who believes that a meter is not registering correctly, shall have the right to request that the meter through which water is being furnished be examined and tested by the District for the purpose of asserting whether or not it is registering correctly. Such request shall be made on a form to be furnished by the District for such purpose. Upon filing of any such request, a deposit of \$238.00 will be collected or charged to the customer's account, to be applied toward the final total cost of the meter test. Any balances remaining will be charged or refunded to the customer.

If upon such examination and test, the meter shall be found to register over 3% more water than actually passes through it, at any rate of flow, the meter will be repaired or another meter shall be substituted therefor without charge to the consumer and the test fee will be credited to the customer's account. The customer's water charges for the preceding six-month period shall be adjusted by the percentage error determined in the meter test and the customer will receive a credit for overpayment on the customer's next water bill or will receive a refund of the overpayment, at the discretion of the District. If any such meter, upon such examination and test registers not to exceed 3% more water than actually passes through it, the meter shall be deemed accurate.

At the Instigation of the District

The District may remove and replace any meter for testing or repairs at its discretion. If, due to tampering, a meter ceases to register or does not register within 3%, the consumer shall be charged for service through such meter, during the time such meter does not so register, an amount for all billing periods for water served through such meter during the time the meter did not register correctly, which shall be determined by the Manager, as the facts in each particular case may indicate, subject to the right of any person aggrieved to appeal to the Board for final determination of the matter.

SECTION “H”

TEMPORARY INTERRUPTION OF SERVICE

For Repairs or Improvements

The District reserves the right at any time, with or without notice, to shut off the water in all or any of its mains or services for the purpose of making installations, improvements, repairs, removals or extensions, or for the purpose of performing any other work or act reasonably necessary or advisable in connection with the operation of said system, or to meet any emergency on any part of the system, or in any part of the District.

SECTION “I”

TAMPERING WITH DISTRICT PROPERTY

No unauthorized person shall tap any water main or lateral, operate any valve or fire hydrant or otherwise tamper or interfere with any part of the water system or property of the District.

All pipes, mains, valves and other facilities on the “street side”, up to and including each meter through which water is delivered to a customer, are the property of the Rowland Water District and only authorized District personnel are permitted to operate service connection valves or meters.

Any person tampering with or making unauthorized use of the District’s water system that results in a financial cost to the District will be charged for such costs in addition to penalties provided herein. Where tampering or unauthorized use affects a particular property, the property-owner will be presumed to have been the perpetrator of the offense. In addition, at the discretion of the Manager or the Manager’s authorized representative, criminal charges may be filed.

Any violation of this section will result in a minimum penalty of Two Hundred Dollars (\$200.00).

SECTION “J”

PROTECTION OF PUBLIC HEALTH

Treatment of Water

The District reserves the right to properly and efficiently treat any and all water served through its system with such chemicals, at such times and in such amounts as good public health protection may indicate, in order to guard its customers and inhabitants against disease and contamination and the District shall not, nor shall any of the officers, agents, servants or employees of the District be liable for, on account, or by reason of any such treatment; nor shall they or any of them be liable for the death of, or injury or damage to plants, animals, fish, frogs, or other aquatic life, which may result from any such treatment. All service will be rendered and must be accepted accordingly.

CUSTOMER'S EQUIPMENT

No connection shall be made or maintained which draws water directly from the District's mains into any stationary boiler, hydraulic elevator, power pump or similar apparatus. No customer shall operate any quick closing valves or other devices which cause momentary pressure changes in the District's system. No connection shall be permitted between any customer's lines and any other source of water which might cause or allow contaminated water to enter the District's system.

CROSS-CONNECTION CONTROL PROGRAM

In accordance with Rowland Water District Ordinance No. 0-8.1-2017, a determination will be made as to the backflow prevention requirements.

The District's Cross-Connection Control Program requires that all new and existing service connections install an approved backflow prevention device in compliance with *Title 17-Public Health, California Code of Regulations*. Examples of some of the existing service connections that require backflow prevention devices are listed below:

- Premises with more than one service connection
- All fire services
- All non-residential services which have a water meter installed

All addresses identified as that which may require installation of a backflow prevention device will be placed on a priority list and installation notices will be issued as time warrants.

Enforcement

The California Code of Regulations, Title 17, requires that if any such backflow prevention device is not tested at least once annually, the local water supplier must discontinue water service to the device. Therefore, in the event a customer fails to comply with any notice of such testing that is provided by the District, the District shall terminate water service to that customer's property in accordance with the provisions of these Rules and Regulations.

Assessment

To cover the cost of operating and administering the state-required Cross-Connection Control Program, the District shall impose an assessment (currently \$10.00 per year) each year on each backflow prevention device that a customer is required to have installed at the customer's property. (See Table Below)

The customer is financially responsible for the installation, repair and testing of the backflow prevention assembly. The assembly must be tested by a certified backflow prevention device tester after the initial installation or any subsequent repair and at least annually thereafter. Upon completion of a test showing the assembly is working correctly, the tester will complete and submit a Backflow Prevention Assembly Test Report to the Rowland Water District office; however, the customer must confirm the report was received by the required date. Failure to return the Backflow Prevention Assembly Test Report by the required date will result in a \$51.00 termination notice fee applied to the customer's account and a service disconnection notice issued, which shall be delivered in-person or by telephone 48 hours before termination of service.

Unless the Backflow Prevention Assembly Test Report is received by the District by the date shown on the service disconnection notice, service may be discontinued by the District and shall not be reconnected until such time as a certified backflow prevention assembly tester can be on site to perform the required test. If service is terminated by the District due to non-compliance with the testing requirements, the customer will be charged a \$102.00 turn off/turn on fee and service will only be re-established during the District's regular business hours and at such time as a certified backflow prevention assembly tester can be on site to perform the required test.

Cross-Connection Control Fees

Cross Connection Control Administration Fee (Per Year/Per Unit)	\$10.00
Cross Connection Control Delinquent Notice Fee	\$11.00
Cross Connection Control Termination Notice Fee	\$51.00
Cross Connection Control Turn Off/Turn On Fee – During Business Hours	\$102.00
Cross Connection Control Plan Check/Inspection Fee	\$434.00
Fee For Each Additional Cross Connection Control Assembly	\$36.00

WATER LINES

Rowland Water District is responsible for what is called "the street side" of the water meter, including all water mains in the street and continuing through the community distribution system. The property owner is responsible for maintenance of water lines on

the “customer side” of the water meter. This includes the water line from the meter to the house, all interior plumbing and outside irrigation systems.

INSPECTION

The Manager or the Manager’s authorized representative shall have the right to enter upon the customer’s premises during any reasonable hours for the purpose of inspecting the customer’s water system and to ensure compliance with these Regulations.

CUSTOMER’S RESPONSIBILITY

Each and every customer receiving water service from the District shall be responsible for payment of all water passing through the service or meter connecting the premises with said District system. Each and every customer, including owners of ADUs, shall further be responsible to see that each and all of these Regulations are observed in connection with the installation, maintenance and use of the service to the premises.

ADOPTED, SIGNED AND APPROVED

On ~~March 12~~May 14, 2024, 2024

By SZU-PEI LU YANG

President, Board of Directors

ATTEST:

TOM COLEMAN

Secretary and General Manager

RWD Rules and Regulations

Effective ~~March 13~~May 14, 2024



May 14, 2024

ITEM NO. 2.3

ROWLAND WATER DISTRICT

TO: Honorable President and Members of the Board

SUBMITTED BY: Tom Coleman, General Manager

PREPARED BY: Myra Malner, Director of Finance

SUBJECT: *Consider Approval of Agreement for Comprehensive Water Rate Study*

PURPOSE:

To request that the Board of Directors authorize the General Manager to execute an agreement with IB Consulting to complete a comprehensive water rate study.

BACKGROUND:

The creation of water rates to charge customers requires a detailed rate and financial analysis to create a sustainable financial plan and optimal rate structure to ensure compliance with policy objectives and Proposition 218. Water rates have an important role in the business operations of the District as they ensure that revenues cover the cost of services, meet debt coverage and reserve requirements, and provides revenue for future capital improvement projects.

IB Consulting LLC (IB Consulting) submitted a comprehensive water rate study proposal to assist the District in updating its water utility financial plan, developing sound capital funding options, evaluating rate alternatives and deriving cost-based rates for years 2026 through 2030. The water rate study will include the financial plan development, cost of service analysis, drought rates and capacity fees. The two principals assigned to the project have over 35 years of combined experience that spans the entire State of California, covering water rates, recycled rates, drought rates and utility capacity charges. In addition, IB Consulting focuses on utility financial planning and rate consulting to cities and special districts. The water rate study proposal has a not-to-exceed cost of \$85,697.

Staff recommends that IB Consulting be awarded the contract to provide professional services for the comprehensive water rate study. The recommendation is based on success on similar projects, clear understanding of special districts and experience of the project team. IB Consulting is currently working with Walnut Valley Water District on their comprehensive water rate study. As a result, IB Consulting is already familiar with the same entities that the District is working with like Puente Basin Water Agency, Pomona-Walnut-Rowland Joint Water Line Commission and Three Valleys Municipal Water District. In addition, IB Consulting has worked with the District's legal counsel in adopting new water rates for similar clients.

RECOMMENDATION:

That the Board of Directors consider approving an Agreement with IB Consulting to complete a Comprehensive Water Rate Study in the amount of \$85,697.00 with a ten (10) percent contingency and further direct the General Manager to execute the Agreement with IB Consulting.

ATTACHMENT:

Comprehensive Water Rate Study Proposal



Solutions through Collaboration

Rowland Water District
Comprehensive Water Rate Study

Submittal Due Date:

April 5, 2023

Date: April 5, 2023

Tom Coleman - General Manager
Rowland Water District
3021 Fullerton Road
Rowland Heights, CA 91748

Dear Tom Coleman,

IB Consulting LLC (IB Consulting) is excited to submit this proposal to assist the Rowland Water District (District) in updating its long-term financial plan and developing corresponding cost-based rates for its water utility, including recycled water. Our proposal includes a detailed work plan for preparing a comprehensive cost-of-service study that will recover the District's revenue requirements and establish rates that are cost-based and in compliance with Proposition 218.

Our firm solely focuses on utility financial planning and rate consulting to cities and special districts throughout California. ***The District will benefit from two seasoned utility rate experts actively working on the project through this engagement.***

As managing partners of the firm, we have over 35 years of combined experience that spans the entire State of California, covering water rates, recycled rates, wastewater rates, drought rates, and utility capacity charges.

We have assisted municipalities with long-term financial planning, reserve policies, and structuring rates, including the justification for tiered rates, budget-based rates, and equity between customer classes. Our scope also includes meetings with staff and the District Board throughout the study to keep the project team informed and public engaged.

If you have any questions regarding the proposal or would like to discuss any section in more detail, please contact me directly.

Sincerely,



Habib Isaac - Principal | Managing Partner
951-595-9354
hisaac@IBconsultinginc.com

Andrea Boehling - Principal | Managing Partner
615-870-9371
aboehling@IBconsultinginc.com



Overview and Project Approach

The District is seeking a well-versed and experienced project team to assist with updating its water utility financial plan, developing sound capital funding options, evaluating rate alternatives, and deriving cost-based rates for the next five years. The project will span approximately 12 months and our management includes periodic check-ins to ensure the project is completed on time, within budget, and reflects the unique characteristics of the District.

Throughout the study, we will have meetings scheduled with staff to ensure clear lines of communication are established from the start. We will go over pertinent data, identify outstanding items, determine if additional data is needed based on the approach we are taking and set aside time to walk-through model development at each milestone.

Collaborating with staff is a cornerstone of our business practice and generates tailored results reflecting each client's unique characteristics

We have found that this approach allows our clients to become very comfortable with our models, generates a clear understanding of our recommendations, and ensures "no surprises" occur at workshops or District Board meetings.

We will develop technically defensible rates in compliance with Proposition 218, account for changes in water demand and revenue from drought conditions, satisfy revenue requirements while minimizing rate spikes, and comply with debt covenants.

Obtaining community buy-in is also important to utility rate studies. The best way to achieve community buy-in is to hold meetings throughout the project and separate the project into easily digestible components that build upon one another. We must also understand competing objectives between what's best for the utility and what's important to various stakeholders. The key is to clearly explain why certain options are recommended and obtain feedback from the District Board for each major milestone of the study.

All approaches and recommendations will be discussed with District staff. We will obtain feedback and present viable rate recommendations to the District Board for consideration. The preferred rate alternative selected by the District Board will be incorporated into the Proposition 218 Notice.

IB CONSULTING CAPABILITIES IN PROJECT SCOPE:



Discuss the District's current financial position, customer makeup, usage characteristics, policy directives, rate objectives, and project schedule.



Review Reserve Policies and provide recommendations based on best management practices and direct experience with similar agencies throughout California. Our review will assess minimum requirements, targets, and whether any additional reserves should be considered.



Develop viable rate alternatives for consideration. The District will benefit from two rate experts with direct experience in modeling rate alternatives, including uniform rates that vary by customer class, seasonal rates, tiered water rates, and budget-based water rates.



Account for the District's capital plan. Capital planning warrants its own discussion and funding approach. We will incorporate the ability to develop and select different capital scenarios that may differ by the inclusion/exclusion of capital projects, level of capital spending, the timing of projects, and available funding sources, including debt financing.



Collaborate with District staff as part of each task. Having frequent meetings ensures the transfer of institutional knowledge and ultimately leads to solutions tailored to the District. ***We will also provide ongoing model training to staff throughout the engagement.***



Document our findings and recommendations in a Final Report for the District's administrative record on rates. Our reports focus on readability to make sure it's clear and easily understood by the layperson.



Resumes



Habib Isaac - IB Consulting - Principal / Managing Partner

Habib focuses on delivering innovative solutions to water and wastewater utilities that are clearly laid out and understandable to the community. His recommendations are backed by sound technical expertise which allows him to answer unforeseen questions that arise.

Education

San Diego State University
*BS in Applied Mathematics with
Emphasis in Computational Science*

College Publications
*Physics Letter A Journal
Encryption Using Cycling Chaos*

Work Experience - 21 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner

Raftelis: (2013 – 2019)
Senior Manager / West Coast Lead

Willdan: (2004 – 2013)
Principal Consultant

David Taussig & Assoc: (2003 – 2004)
Senior Analyst

Expertise

Utility Financial Planning
Utility Rate Consulting
Special Tax Consulting
Impact Fees
Risk Assessment
Utility Expert Witness

Proficiency

Utility BMPs
Financial Policies
Rate Alternatives
Prop. 218 Compliance
Expert Facilitator
Public Outreach

Industry Involvement

ACWA – Spring Conference 2022
Rate Setting in Uncertain Times (Post Covid)

CSMFO – 2021
Planning for Uncertainty with Utility Rates

UMC – 2020
*Planning and Funding 2030 Capital Needs
in 2020 Through Community Engagement*

ACWA – 2019
*Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement*

AWWA – NV/CA Section - 2015
*Developing Defensible Water/Wastewater
rates in Ca.*

Publications

AWWA Source Magazine - Winter 2016
Developing Defensible Tier Rates

AWWA Source Magazine - Fall 2015
*There's Opportunity in the San Juan
Capistrano Rates Decision*

Recent Project Experience - (Abbreviated for Proposal)

Indio Water Authority: Water Rate Study – **Active, 2024**

Delano, City: Water and Wastewater Rate Study – **Active, 2024**

Walnut Valley Water District: Water and Recycled Rate Study – **Active, 2024**

Dixon, City: Water Rate Study – **Public Hearing, July 2024**

East Valley Water District: Water, Wastewater Rate Study – **Public Hearing, May 15, 2024**

Sierra Madre, City: Water and Wastewater Rate Study – December, 2023

Tustin, City: Water Rate Study – December, 2023

Helix Water District: Water Rate Study – April 2023

Escondido, City: Water and Wastewater Rate Study – October, 2023

Phelan Pinon Hills CSD: Water Rate Study – October, 2023

Calaveras County Water District: Water and Wastewater Rate Study – September 2023

Trabuco Canon Water District: Water and Wastewater Rate Study – June 2023

Chino Hills, City: Water and Wastewater Rate Study – June 2023

Santa Fe Irrigation District: Water Rate Study – March 2023

Citrus Heights Water District: Water Rate Study – 2022, 2021, 2020

Temescal Valley Water District: Water / Recycled / Sewer Study – January 2023, 2022, 2021

Rubidoux CSD: Water / Recycled / Wastewater Rate Study – 2022

Galt, City: Water / Wastewater Rate – 2022

Livermore, City: Water Rate Study – 2022

Delta Diablo: Wastewater / Recycled Water Rate Study / Capacity Fees – 2022, 2021, 2020

Elsinore Valley Water District: Water / Wastewater Rate Study – 2021, 2019, 2017

Roseville, City: Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017

East Valley Water District: Water / Wastewater Rate Study – 2021, 2015



Andrea Boehling - IB Consulting - Principal / Managing Partner

Andrea focuses on customizing each financial plan and utility model to the client's preferred specifications. Each model is built from scratch in concert with agency staff to provide ongoing exposure to the model from inception through completion. Model training isn't a final task, but rather, it's an underlying objective of the project.

Education

University of Alabama
BS/BA – Major in Accounting
DeVry University
Studied Computer Engineering

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Prop. 218 Compliance
Alt. Funding Sources
Budget Auditing

Industry Involvement

ACWA – Spring Conference 2022
Rate Setting in Uncertain Times (Post Covid)
CSMFO – 2021
Planning for Uncertainty with Utility Rates
ACWA – 2019
Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement
UMC – 2017
How to Best Fund Your Agency's Critical
Asset Repair and Replacement Needs
UMC Young Professionals – 2015 / 2016
Planning Committee Member

Work Experience - 18 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner
Raftelis: (2014 – 2019)
Manager
Willdan: (2012 – 2014)
Senior Analyst
State of Tennessee: (2006 – 2012)
Auditor II

Proficiency

Communications
Excel Modeling
Rate Design
Data Analysis
Presentations
Quality Control

Publications

WEF Manual – 2018
Chapter 13 – Rates for reuse or
Reclaimed Water

Recent Project Experience - (Abbreviated for Proposal)

- Indio Water Authority:** Water Rate Study – **Active, 2024**
- Delano, City:** Water and Wastewater Rate Study – **Active, 2024**
- Walnut Valley Water District:** Water and Recycled Rate Study – **Active, 2024**
- Dixon, City:** Water Rate Study – **Public Hearing, July 2024**
- East Valley Water District:** Water, Wastewater Rate Study – **Public Hearing, May 15, 2024**
- Sierra Madre, City:** Water and Wastewater Rate Study – Public Hearing on December 12, 2023
- Tustin, City:** Water Rate Study – Public Hearing on December 5, 2023
- Escondido, City:** Water and Wastewater Rate Study – Public Hearing on October 18, 2023
- Phelan Pinon Hills CSD:** Water Rate Study – Public Hearing on October 11, 2023
- Calaveras County Water District:** Water and Wastewater Rate Study – September 2023
- Trabuco Canon Water District:** Water and Wastewater Rate Study – June 2023
- Chino Hills, City:** Water and Wastewater Rate Study – June 2023
- Leucadia Wastewater District:** Wastewater Rate Study – June 2023, 2018
- Helix Water District:** Water Rate Study – April 2023
- Santa Fe Irrigation District:** Water Rate Study – March 2023
- Temescal Valley Water District:** Water / Recycled / Sewer Study – January 2023, 2022, 2021
- Rubidoux CSD:** Water / Recycled / Wastewater Rate Study – 2022
- Citrus Heights Water District:** Water Rate Study – 2022, 2021, 2020
- Galt, City:** Water / Wastewater Rate – 2022
- Livermore, City:** Water Rate Study – 2022
- Delta Diablo:** Wastewater / Recycled Water Rate Study / Capacity Fees – 2022, 2021, 2020
- Rainbow Municipal Water District:** Water and Wastewater Rate Study – 2022, 2021, 2017
- Elsinore Valley Water District:** Water and Wastewater Rate Study – 2021, 2019
- Roseville, City:** Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017



Lauren Demine - IB Consulting - Senior Consultant

Lauren's primary focus is on database management and excel modeling. Utility models require significant data analysis for developing new rate structures, changes in tiers, and reviewing consumption trends. Her proficiency provides the ability to identify issues with the data, solutions for addressing anomalies, and modeling customer rate impacts.

Education

San Bernardino State University
BA in Geology

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Data Analytics
Rate Impacts

Industry Involvement

WEF Member

Work Experience - 7 Yrs

IB Consulting LLC: (2021 – Present)
Senior Consultant

Raftelis: (2017 – 2021)
Senior Consultant

GEOVision: (2007 – 2017)
Senior Staff Geophysicist

GeoConcepts, Inc.: (2005 – 2007)
Staff Geologist

Proficiency

Data Management
Excel Modeling
Presentations
Technical Writing

Publications

SCEC Annual Meeting – Summer 2016
*Geophysical Characterization of Twelve
CSMIP Stations Sites in Riverside County, Ca.*

Recent Project Experience - (Abbreviated for Proposal)

- Delano, City:** Water and Wastewater Rate Study – **Active, 2024**
- Walnut Valley Water District:** Water and Recycled Rate Study – **Active, 2024**
- Dixon, City:** Water Rate Study – **Public Hearing, July 2024**
- Sierra Madre, City:** Water and Wastewater Rate Study – Public Hearing on December 12, 2023
- Tustin, City:** Water Rate Study – Public Hearing on December 5, 2023
- Phelan Pinon Hills CSD:** Water Rate Study – Public Hearing on October 11, 2023
- Calaveras County Water District:** Water and Wastewater Rate Study – September 2023
- Trabuco Canon Water District:** Water and Wastewater Rate Study – June 2023
- Chino Hills, City:** Water and Wastewater Rate Study – June 2023
- Leucadia Wastewater District:** Wastewater Rate Study – June 2023
- La Habra County Water District:** Water Rate Study – May 2023
- Temescal Valley Water District:** Water / Recycled / Sewer Study – January 2023
- Citrus Heights Water District:** Water Rate Study – 2022, 2021
- Rubidoux CSD:** Water and Wastewater Rate Study – 2022
- Livermore, City:** Water Rate Study – 2022
- Galt, City:** Water and Wastewater Rate Study – 2022

Detailed Scope of Work

As part of our Scope of Work / Methodology, ***we have included details regarding required tasks, meetings, and deliverables.*** Through our frequent collaboration, District staff will be completely familiar with the models and their functionality. The detailed scope below describes each task and sets forth how we envision working through this engagement to develop rates for the next five fiscal years (Fiscal Year 2025/2026 through Fiscal Year FY 2029/2030).

PROJECT MANAGEMENT

Throughout the study, we will have meetings scheduled with District staff to go over pertinent data, identify outstanding items, determine if additional data is needed based on our approach, and set aside time to walk-through model development at each milestone.

Our project management includes the following components:

1. Prior to each milestone, models and other deliverables are peer-reviewed for quality assurance and quality control. We also ensure that all model components discussed with District staff are incorporated.
2. Pertinent data will be thoroughly reviewed by our project team before any discussions with District staff. We will develop topics of discussion and questions to help clarify our understanding of data.
3. Periodic meetings will be scheduled to collaborate with District staff as the financial plan, cost-of-service, and proposed rates are developed. Meetings will be followed up with meeting minutes to keep track of our discussions, and the direction received. ***This study will span approximately 12 months to complete, and tracking decisions and action items throughout the study are critical to staying on task and meeting the project timeline.***
4. Billing will occur on a monthly basis with tasks worked on, hours spent on tasks, travel expenses, and total project cost to date.

Task 1: Data Collection and Kick-off Meeting

As part of project initiation, we will meet with District staff to discuss the overall approach to the project, an initial timeline for completion, and identify key milestones. To ensure a productive kick-off meeting, we will first provide a data request of the items required for developing the financial plans, cost-of-service analyses, and corresponding rates. Ideally, the kick-off meeting will be scheduled two to three weeks after providing the data request to allow ample time to compile and review the data. Before our kick-off meeting, we will thoroughly review the District's current rate structures, the previous cost-of-service rate study, and capital-related documents. During our meeting, we will discuss the following items:

1. Questions we have regarding the data received.
2. Overview of the District's current financial position.
3. Capital needs with funding sources.
4. Reserve policies and industry best management practices.
5. Policy considerations, state mandates, and any regulatory requirements to address.
6. Identify any areas of concern and/or recommended adjustments to rate structures with reasoning for the changes.
7. Rate alternatives to evaluate.
8. Identify neighboring agencies to include for rate survey.



The kick-off meeting will conclude with an initial framework of the study, clear lines of communication between us and District staff, and specific dates for scheduled meetings.

Meetings: One (1) kick-off meeting with District staff.

Deliverable: Data request, agenda for kick-off discussion, and meeting minutes.

Task 2: Financial Plan Development

Financial planning incorporates numerous considerations besides projecting operating expenses. Utilities need to account for changes in water demand driven by variations in usage and account growth. In addition, system reinvestment, reserves, and debt compliance also influence revenue needs in future years. Therefore, a comprehensive financial plan reviews various aspects of a utility.



We will review the District's revenue requirements to capture all costs, including debt coverage and reserve funding. We will include historical financials and projected revenue requirements, including the District's Capital Improvement Plan (CIP).

CAPITAL PLANNING

Developing a funding approach to the District's CIP is critical to any rate study to ensure rates generate adequate revenue for maintaining and reinvesting in the utility systems. With the array of capital spending needs, identifying the timing of projects and funding sources can generate various scenarios to consider as part of prioritizing short-term needs and long-term planning. Our model will incorporate the ability to select from different capital plan scenarios and toggle between each scenario to instantly review how the capital spending plan folds into the total revenue requirements and the level of rate increases. Our modeling will include:

1. Projections of each utility's revenue needs for the next 10 years to capture any significant capital costs on the horizon.
2. Ability to develop and select up to five different CIP scenarios that may vary by the inclusion / exclusion of projects, estimated project costs, and project scheduling.
3. CIP funding sources, including reserves, capacity fees, grants, and debt financing.
4. Rate impacts due to varying levels of capital funding.

A sound capital facility funding plan is one of the primary ways to minimize rate spikes by slowly building up reserves for future capital needs and utilizing debt instruments to amortize major capital projects over the useful life of the improvements. Our capital planning assessment will provide a means to determine impacts on customers and show how certain scenarios can smooth out rates by adjusting the capital schedules.

REVENUE REQUIREMENTS

We will develop a multi-year cash flow pro forma to determine revenue adjustments for the planning period. Expenses will be projected and will incorporate separate inflationary categories including, but not limited to, salaries, benefits, energy, and detailed calculations for water supply costs. Historical financial data will provide a reference for expense trends and new line items.

Our financial plans include a comprehensive consumption analysis. We will calculate rate revenue using the raw billing data and compare it to actual revenues within the latest audited financials. Doing so will provide an initial quality assurance check that the raw billing data and units of service driving the updated model are fundamentally sound for forecasting future revenue needs. This will also allow us to model "what-if" scenarios with changes to growth, water demand, water supplies, and projected usage between customer classes. We model existing reserve policies and identify any recommended adjustments to reserves based on our direct experience and industry best management practices.

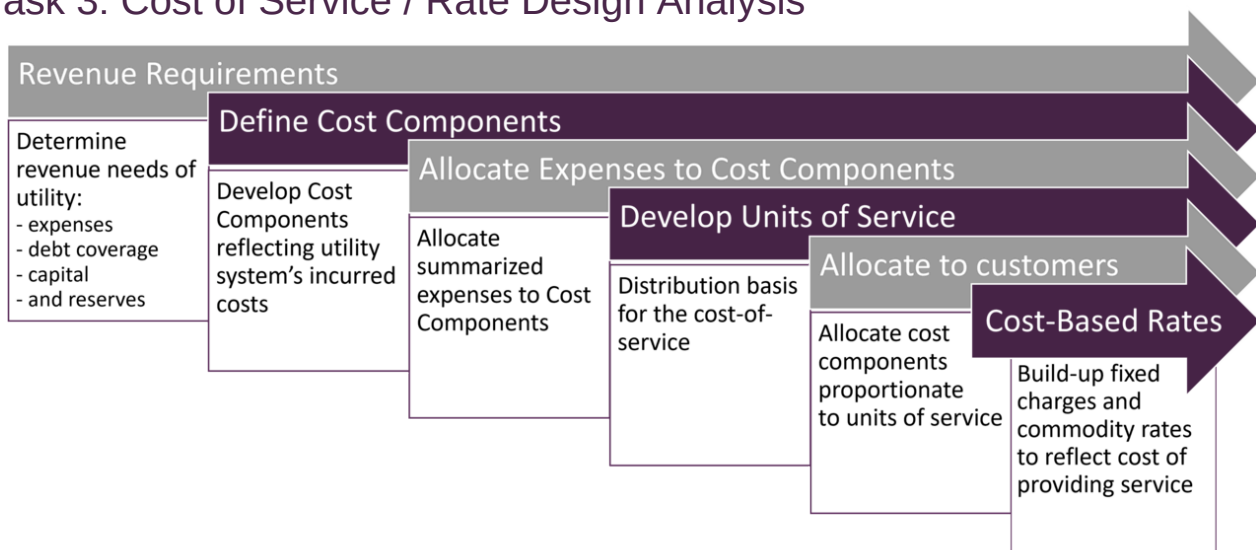
The financial plan models will include an infographic interface (Financial Dashboard) created with the end-user in mind. The Financial Dashboard will include, the current financial operating position and projected annual net income, required capital needs with funding sources, reserves, ending reserve balances, and toggles to dynamically change assumptions and compare scenarios. Our Financial Dashboards are a key element to our models and assist with communicating the financial health of the utilities.



Meetings: Webinars as needed with the development of financial plans. One (1) in-person meeting with District Board to discuss current financial outlook at existing rates and proposed financial plan.

Deliverable: Financial plan models including total accounts by customer classes, consumption analysis by class and tier, and current fixed/variable revenue profile.

Task 3: Cost of Service / Rate Design Analysis



The cost-of-service analysis is a critical component of any rate study and directly ties to how rates will adjust, which ultimately impacts customer bills and provides a sound nexus between costs incurred and proposed rates. Through our discussions with District staff at the kick-off meeting and our collaboration in developing the financial plan, the initial cost-of-service analysis will reflect feedback received from District staff. We will walk District staff through the cost-of-service, identify recommended adjustments based on best management practices, and ensure compliance with Proposition 218. Discussion points will include:

1. Comparison of revenue recovered from fixed charges versus how much is recovered from variable rates and percent change from the current rate recovery.
2. Comprehensive consumption analysis to capture new usage trends and provide insight into the amount of revenue recovered between customer classes.
3. Cost components to show how updated rates were derived for the next five years.
4. Sensitivity analysis with any changes to the rate structure and water demand projections.
5. Drought rates that connect to the various stages of the District's Water Shortage Contingency Plan.
6. Customer bill impacts.

Drought rates will also be developed to maintain the necessary revenue recovery during potential drought conditions and/or water shortages for potable water. Drought rates will curtail any revenue losses from significant usage reductions outside the District's control. We will model various reductions in water usage based on the District's Water Shortage Contingency Plan and develop drought rates that continue to meet the District's revenue needs.



Drought rates may be structured differently than how base rates are developed. The revenue loss could be recovered solely through increased variable rates (which is where the revenue loss occurred), or the revenue loss may be recovered through higher fixed charges when certain conservation stages are reached. These policy decisions will be discussed along with bill impacts.

With the proposed rates completed and thoroughly discussed, a rate workshop will be held to discuss rate alternatives, review the financial position with proposed rates, and receive feedback from the District Board.

Each financial plan scenario and rate alternative will include impacts on customer bills. Doing so will provide insight to the District Board in selecting the most appropriate rate alternative for their constituency.

Meetings: Webinars with District staff to review cost-of-service analysis and rate alternatives.

Deliverable: Rate model, including drought rates.

TASK 4: Rate Workshop

With the proposed rates completed and thoroughly discussed with staff, a rate workshop will be held. IB Consulting will prepare presentation material and attend the workshop. During the workshop, rate alternatives will be discussed, how each alternative impacts the District's short-term and long-term financial health, and how proposed rates impact customer bills. We will also include financial metrics for the District Board to consider when determining the best rate option for its constituency, including revenue requirements assigned to each customer class and an explanation regarding any adjustments to the rate structures. **A rate survey of neighboring agencies will be developed to compare proposed rates.**



Meetings: Webinars with staff to rate workshop materials. One (1) rate workshop with the District Board.

Deliverable: Presentation materials.

Task 5: Rate Study Report

Once the analysis is completed and rates finalized, we will draft a comprehensive Report in compliance with Proposition 218 to serve as part of the administrative record. Our Report will document assumptions, describe the methodology, and walk the reader through the underlying calculations that derive the updated rates. We will also include an Executive Summary highlighting the primary drivers of any necessary revenue adjustments and corresponding rates.

The final report will include all of the technical analysis as a backup to the proposed rates; however, we also focus on the readability of our report to make sure it's easily digestible to the layperson. This is achieved by incorporating infographics that complement the narrative discussions within the report, and we limit the amount of technical jargon that may only be understood by industry professionals. With this in mind, our final report will be straightforward and easy to read.

We recognize that the Final Report serves two distinct purposes:

- 1) Backup to our technical analysis.
- 2) A clear and concise story of the District's revenue needs.

Meetings: Conference calls as needed to finalize Report.

Deliverable: Draft Report and Final Report.

Task 6: Noticing and Public Hearing

We will review the District's Proposition 218 Notice to ensure it ties directly to our analysis and Report. We will provide any required tables and graphics showing customer impacts. We will be in attendance at the Public Hearing to answer any technical questions and will provide a brief presentation, if desired, summarizing the report, our findings, and proposed rates.

Meetings: One (1) meeting to attend Public Hearing.

Deliverable: Proposition 218 Notice and presentation, if requested.

Task 7: Capacity fees

Concurrently with the rate study, capacity charges will also be reviewed and updated. Capacity charges are one-time charges levied against new connections to recover the proportionate share of infrastructure capacity that is needed to serve new development or the change / expansion of existing development causing an increase in the required capacity to serve the incremental demand. Capacity charges are governed by Government Code Section 66013.

The primary intent of capacity fees is to ensure growth pays its fair share of cost and existing customers are not subsidizing the cost to accommodate new connections. Conversely, it is also equally important that any existing deficiencies with the current system are not inadvertently incorporated into the capacity fees. There are commonly accepted industry standards for establishing and updating capacity fees published within the American Water Works Association (AWWA) M1 Manual. The two primary methods include the buy-in method and the incremental cost method. Through the course of the study, we will evaluate the two common approaches and determine which methodology should be utilized for updating fees. The Incremental Method requires a detailed system master plan that identifies which proposed improvements are for ongoing repair and replacement and which improvements are for accommodating growth. There will also be instances where certain improvements benefit both existing and new development.

Once the analysis is complete and final fees have been determined, we will draft a capacity fee report in compliance with the corresponding Government Code statutes for the administrative record. Our report will document all assumptions, describe the methodology, and walk the reader through the underlying calculations that derive the updated capacity fees. Noticing includes the publication of the proposed Public Hearing as required within Government Code Section 66016.

Meetings: Webinars to review methodology and capacity fees. One (1) capacity fee District Board workshop.

Deliverable: Capacity fee model and capacity fee report.

References

Helix Water District - Water Rate Study / Capacity Fee / User Fee

Contact: Jennifer Bryant, Director of Administrative Services

Phone / Email: 619.667.6259 / jennifer.bryant@helixwater.org

Recent Studies: 2023, 2021, 2015



IB Consulting recently drafted the FY 2024 Cost-of-Service Rate Study, with a Public Hearing that was held on April 26, 2023. Habib and Andrea have been working with Helix Water District since 2015, starting with a cost-of-service study and ongoing annual updates to their water rates. We were hired in 2019 to assist the District with conducting a comprehensive update to its water rates, user fees, and capacity fees. The study started in the summer of 2019 and concluded with a public hearing in April 2021. The District decided not to increase rates during the pandemic, and the project was delayed by one fiscal year. The current and previous studies includes a 50-year long-term financial plan model to evaluate revenue requirements in the short-term and significant capital projects expected further out over the planning horizon.

East Valley Water District - Water / Wastewater Rate Study

Contact: Brian Tompkins, CFO

Phone / Email: 909.381.6463 / btompkins@eastvalley.org

Recent Studies: 2023, 2021, 2016



IB Consulting was recently hired to prepare the District's FY 2025 rate study with a public hearing scheduled for May 15, 2024. Habib and Andrea completed a comprehensive study to update water rates and establish new wastewater rates in 2021. The District has multiple water supplies and we developed budget-based tiered rates that correlated to the District's various water supplies. The District recently completed the construction of its own wastewater treatment plant (Sterling Natural Resource Center). We worked with District staff to restructure their wastewater rates to reflect the new wastewater treatment plant operational costs. The District's previous wastewater treatment rates were a direct pass-through of the City of San Bernardino rates. With the District's new treatment plant coming online, the restructured treatment rates reflect the District's characteristics instead of the City of San Bernardino.

Elsinore Valley MWD - Water / Recycled / Wastewater Rate Update

Contact: Robert Hartwig, CPA - Assistant General Manager

Phone / Email: 951.674.3146 Ext. 8242 / rhartwig@evmwd.net

Last Study: 2023, 2021



IB Consulting was recently hired to prepare the District's FY 2024 rate study, which concluded with a public hearing in November 2023. Habib and Andrea have been working with Elsinore Valley Water MWD since 2015, starting with updating the District's capacity fees. In 2017, the District decided to tie its wastewater rates to indoor water budgets. If a customer requests a higher water indoor budget based on the number of people per household, that same number would be used for determining expected flow and charges for wastewater. In 2019 and 2021, we conducted a comprehensive cost-of-service update to their water, wastewater, and recycled water utilities.

Fee Schedule

Below is our not-to-exceed cost estimate for the scope of services outlined herein. We will bill monthly based on our hourly rates and direct travel expenses. In addition, the cost for printing and mailing the Proposition 218 Notices are not included as part of the cost estimate provided below. We will work with staff to adjust the fee schedule if any changes to the detailed scope or number of meetings are requested. We also provided our hourly rates for any additional services or meetings.

Phase	Description	In-Person Meetings	H. Isaac Principal \$240	A. Boehling Principal \$240	L. Demine Sr. Consultant \$200	Estimated Hours	Total Cost
1	Data Collection and Kick-Off Meeting	1	8	8	12	28	\$6,240
2	Financial Plan Development		32	48	40	120	\$27,200
2a	Consumption Analysis		8	8	32		
2b	Water Financial Plan	1	24	40	8		
3	Cost-of-Service / Rate Design Analysis		36	28	22	86	\$19,760
2a	Water Rate Model		32	24	8		
2c	Drought Rates		4	2	8		
2c	Rate Survey		-	2	6		
4	Rate Workshop	1	12	4	-	16	\$3,840
5	Rate Study Report		32	8	4	44	\$10,400
6	Notice and Public Hearing	1	8	4	-	12	\$2,880
7	Capacity Fees		16	8	24	48	\$10,560
	Travel Expenses						\$4,817
Total		4	144	108	102	354	\$85,697

Additional In-Person Meetings (Labor [8 hrs] + Direct Travel Expense)

\$3,000

Hourly Rate Schedule

\$

Principal

\$240 / Hr

Sr. Consultant

\$200 / Hr





May 14, 2024

ITEM NO. 2.4

ROWLAND WATER DISTRICT

TO: Honorable President and Members of the Board

SUBMITTED BY: Tom Coleman, General Manager

SUBJECT: *Approval of Expense Reimbursement Agreement - Water Organization Partnerships for Resilience ("WOP4R")*

PURPOSE:

The Board of Directors approve the Expense Reimbursement Agreement included in the Board packet setting forth RHDHV's obligation on behalf of the Asian Development Bank to reimburse RWD for travel expenses incurred in connection with diagnostic visits in meeting the Water Organization Partnership for Resilience Program requirements.

BACKGROUND:

Asian Development Bank provides loans, technical assistance, grants, and equity investments to water providers in the Asia Pacific region. In 2007, Asian Development Bank launched the Water Organization Partnerships for Resilience ("WOP4R") mentorship program that pairs leading water agencies ("Mentors") with Southeast Asian water entities ("Recipients") that want to improve their water operations. Royal HaskoningDHV runs the program on Asian Development Bank's behalf.

Asian Development Bank has asked the District to participate in the WOP4R program as a Mentor. The District will assist a Filipino water supplier develop standard operating procedures and management practices to improve their water systems. The District's participation will require District representatives to travel to the Philippines on one or more occasions. The Recipient agency will also make informational exchange visits to the District on one or more occasions.

During the initial visits, the District and the Recipient will develop a non-binding Memorandum of Agreement ("MOA") between the District, the Recipient, and Asian Development Bank and a Work Plan. The MOA and Work Plan will guide the scope and timing of the District's participation.

As part of WOP4R, Asian Development Bank will cover the reasonable expenses of District staff for the visits. Staff has prepared an Expense Reimbursement Agreement to cover such travel costs and it is presenting it for Board approval. The contract allows up to four District representatives to travel to the Recipient's location for the initial "Diagnostic Visit." The District will book and pay for the travel, and Royal HaskoningDHV will reimburse the District for its travel expenses. Additionally, the contract covers any additional District travel associated with the WOP4R program.

Staff recommends that the Board of Directors approve the attached Expense Reimbursement Agreement.

ATTACHMENT:

Water Organization Partnerships for Resilience Brochure
Expense Reimbursement Agreement

**WATER ORGANIZATIONS PARTNERSHIP FOR RESILIENCE PROGRAM
AGREEMENT BETWEEN ROYAL HASKONINGDHV AND ROWLAND WATER
DISTRICT FOR EXPENSE REIMBURSEMENT**

This Expense Reimbursement Agreement (“Agreement”) is entered into as of April ____, 2024 (“Effective Date”) between Haskoning Philippines Inc., part of Royal HaskoningDHV, a consulting firm (“RHDHV”), and Rowland Water District, a California county water district (“District”), hereinafter referred to individually as a “Party” or collectively as the “Parties”.

Recitals

A. The Asian Development Bank (“ADB”) provides loans, technical assistance, grants and equity investments to water providers in the Asia Pacific region.

B. ADB implements the Water Organization Partnership for Resilience Program (“WOP4R”) for the transfer of best practices, expertise and technology through a peer-to-peer mentorship, pairing Mentor water providers with Mentee water providers.

C. ADB appoints RHDHV as the Program Management Firm for the WOP4R program, with the specific responsibility of facilitating twinning partnerships within the program.

D. ADB authorizes RHDHV to act on its behalf in matters related to the implementation of the program's twinning partnerships including handling approved ADB cost-reimbursable expenses by the partnerships.

E. The District specializes in delivering high quality potable and recycled water to approximately 59,000 people in Los Angeles County, California.

F. The Parties and the ADB desire the District’s participation in WOP4R as a Mentor and as part of such, District staff will travel to the Asia Pacific Region to meet and share information with a local water provider and ABD will pay for the District’s travel expenses.

G. The Parties anticipate gaining valuable knowledge from information sharing and participating in WOP4R that will benefit them both.

H. The purpose of this Agreement is to set forth RHDHV’s obligation on behalf of ADB to reimburse the District for the travel expenses of its employees related to their visit.

NOW THEREFORE, in consideration of the foregoing, all of which is incorporated as a part of this Agreement, and the mutual covenants of the parties as set forth below, the Parties hereby agree as follows:

Terms

1. District Participation: The District plans to have up to four District representatives participate in the following aspects of WOP4R:

1.1 One online pre-diagnostic meeting referred to as the as the Pre-diagnostic meeting in the WOP4R materials.

1.2 One approximately five to seven day visit inclusive of travel to the assigned Mentee's facilities referred to as the Diagnostic Visit in the WOP4R materials.

1.3 One reciprocal visit where the District will host Mentee representatives for an approximate three-to-five day visit to District facilities referred to as the Reciprocal Visit in the WOP4R materials.

1.4 The District will work in good faith with an assigned Mentee to develop a Workplan and Memorandum of Agreement ("MOA") between Mentee, District, ADB, and RHDHV. The MOA will guide the District's and mentee's participation in the WOP4R.

2. Expense Reimbursement: RHDHV agrees to reimburse the District for reasonable expenses incurred in connection with the Diagnostic Visit, including but not limited to economy airfare, lodging, ground transportation, and meals consistent with the limits and requirements of Section 3.15 of the District's policies. Furthermore, the District shall obtain and provide to RHDHV three (3) quotations from reasonable vendors or suppliers for any services rendered, in order to ensure that the expenses incurred are reasonable and necessary. After the conclusion of the Diagnostic Visit, the District will submit a reimbursement invoice along with supporting official receipts and relevant documentation (e.g., boarding passes) to RHDHV for expenses incurred during the Diagnostic Visit. RHDHV shall maintain the right to request additional and/or supplemental documentation, receipts and/or any other relevant document pertaining to such reimbursement invoice. RHDHV agrees to pay the full amount of the reimbursement invoice within thirty (30) days of receiving it, provided that all documentation is in order and sufficient to support the reimbursement request. The District will maintain and post records of all payments substantially in the form of California Form 801 in accordance with California Code Regulations, Title 2, section 18950.1. If the District participates in additional visits at the request of ADB, RHDHV agrees to similarly reimburse the District for its expenses consistent with this Agreement. Any such future visits will be confirmed in writing by the Parties.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT AS OF THE DATE FIRST SET FORTH ABOVE.

HASKONING PHILIPPINES, INC

By: _____
Trevor Morrish-Hale, Resident Director
Haskoning Philippines Inc, part of Royal
HaskoningDHV

ROWLAND WATER DISTRICT

By: _____
Tom Coleman, General Manager

Approved as to Form:

Rowland Water District, General Counsel



ASIAN DEVELOPMENT BANK



Introducing the Water Organisation Partnerships for Resilience (WOP4R)

As lead consultant, Royal HaskoningDHV is honoured to announce the next phase in the Asian Development Bank's successful Water Organisation Partnerships programme – WOP4R.

Build a more resilient future through partnerships

Founded in 2007, the Asian Development Bank (ADB) created its Water Organisation Partnerships (WOP) mentorship program to help water organisations address the Asia Pacific region's increasingly complex resource challenges.

Approximately 300 million people in the area lack safe access to basic drinking water services, and 1.2 billion live without adequate sanitation. The need to provide safe and sustainable water services is made more urgent by climate change, population growth, and rapid economic development.

So far, more than 80 leading water organisations (known as mentors) have partnered with water entities (recipients) wanting to improve their water management operations by sharing their proven knowledge, skills, and experience.

With the launch of WOP4R – the latest phase of this program – you are invited to join the next generation of mentors helping to build a more resilient future for water entities in the Philippines, Bangladesh, Tajikistan, Nepal, Timor-Leste, and the Kyrgyz Republic.

Share your expertise for the greater good

By becoming a mentor, you can share your first-hand experience solving challenges – such as improving asset management – through peer-to-peer knowledge sharing and collaborative solution support. Building on the success of the WOP program, ADB is expanding its support to a greater range of water entities, including:



Urban water and sanitation utilities

Urban water and sanitation utilities must expand and improve service delivery to meet the needs of a growing population. Climate change is also making it harder to consistently source safe resources and protect utility assets from extreme weather events.



River basin management

River basin management organisations face difficulties managing limited water resources and providing sustainable water access to multiple users and communities, including agriculture and energy providers.



Agriculture and irrigation

Agriculture accounts for approximately 80% of freshwater use in the APAC region, but limited access makes it difficult to meet rising demand for food while promoting more efficient use of irrigated water.

Why become a WOP4R mentor?

Becoming a mentor gives your employees an exciting opportunity to work on projects that demand creative problem solving and strategic collaboration. It also contributes to your corporate social responsibility initiatives by improving regional water resilience and access to safe water services. Some WOP4R participants have even used the program to develop new business opportunities. ADB covers all expenses for training and field visits, including travel, with partnerships typically running for 12–18 months based on a mutually agreed plan that focuses on realistic outcomes. As lead consultant, Royal HaskoningDHV will manage the WOP4R program lifecycle and deliver technical support to ADB. This includes coordinating program activities between partnered organisations, and monitoring and reporting on program implementation. We will also help develop and disseminate relevant knowledge products for all participants.



Corporate social responsibility



Learning experience



Reward and motivation for staff



Opportunities for business



Are you ready to twin up and become a mentor?

[Register your interest here](#) or scan the QR code.

For more information, please contact:

Henry Manguerra, *Climate Resilience Lead Philippines at Royal HaskoningDHV*

✉ henry.manguerra@rhdhv.com

Allison Woodruff, *Principal Water Security Specialist at ADB*

✉ awoodruff@adb.org

Yang Villa, *Asia and the Pacific Water Resilience Hub Manager at ADB*

✉ cvilla.consultant@adb.org



ASIAN DEVELOPMENT BANK



**Royal
HaskoningDHV**
Enhancing Society Together

Water Organization Partnerships for Resilience (WOP4R) Program

Program Overview

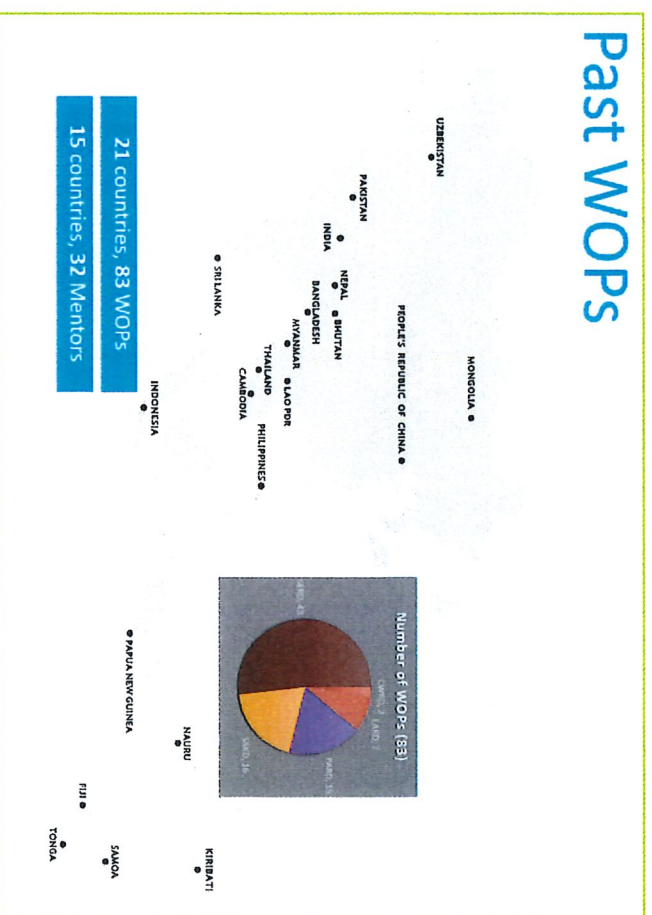
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Project related

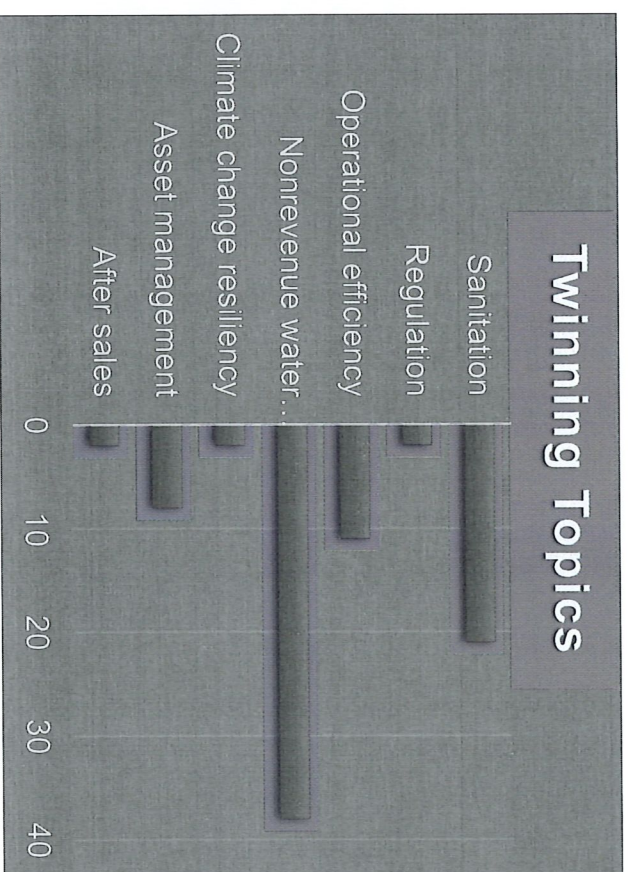
19 October 2023

What is the big picture? WOP4R Program

- Next generation of the ADB WOP program from 2007 – 2019) which produced 80+ WOPs in 21 countries as of December 2021
- Twinning program: Pairing an expert water organization with a recipient water organization to work together on specific priority areas for capacity building
- Capacity building approach: information exchange meetings/visits, training, seminars, etc.
- Duration: 12 – 18 months
- Funding: ADB financial assistance



Focus Areas for Capacity Building



Key of Success: Right Partners



Mentor
Willingness to share best practices
for free

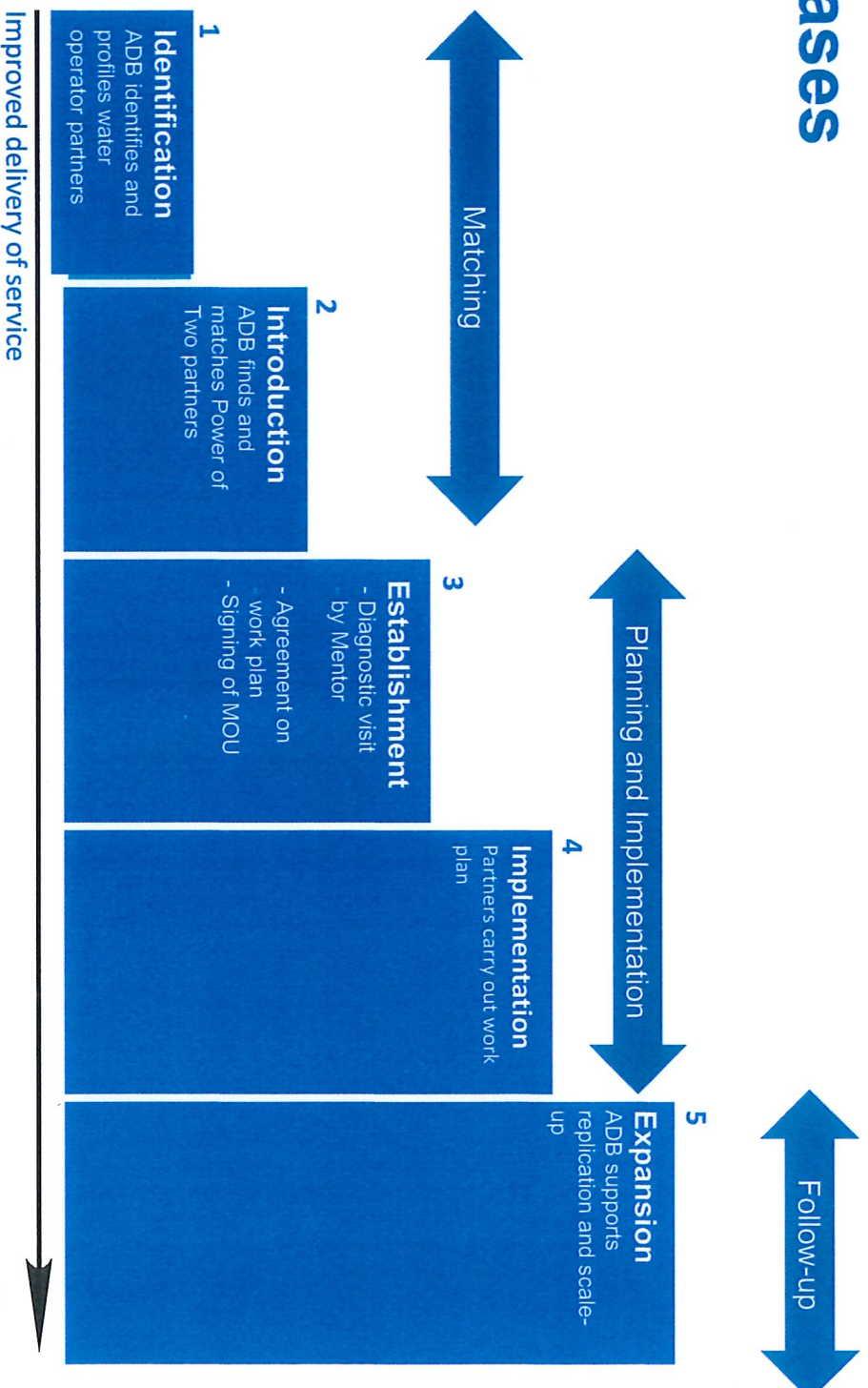
Recipients
Willingness to learn and
apply/replicate/scale up these best
practices in their business

ADB as facilitator
provides technical guidance, coordination and funding support to partners

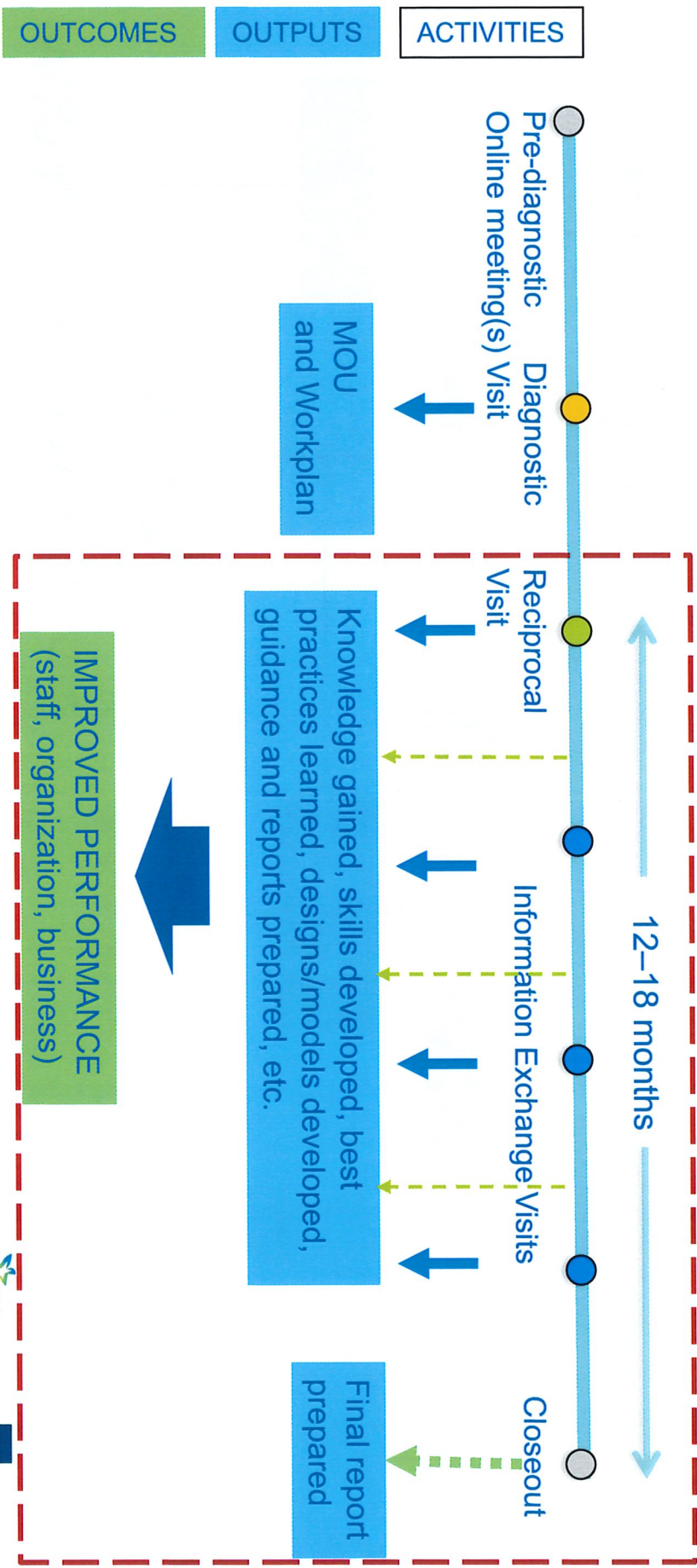
Shared Partnership Cost

Mentors	Recipients	ADB
<input checked="" type="checkbox"/> Salary costs of their involved staff	<input checked="" type="checkbox"/> Salary costs of their involved staff	<input checked="" type="checkbox"/> All travel expenses (economy class return tickets, hotel, daily allowance)
<input checked="" type="checkbox"/> Minor expenses during recipient's visit	<input checked="" type="checkbox"/> Minor expenses during recipient's visit	<input checked="" type="checkbox"/> As needed, workshop and interpretation services cost

Phases

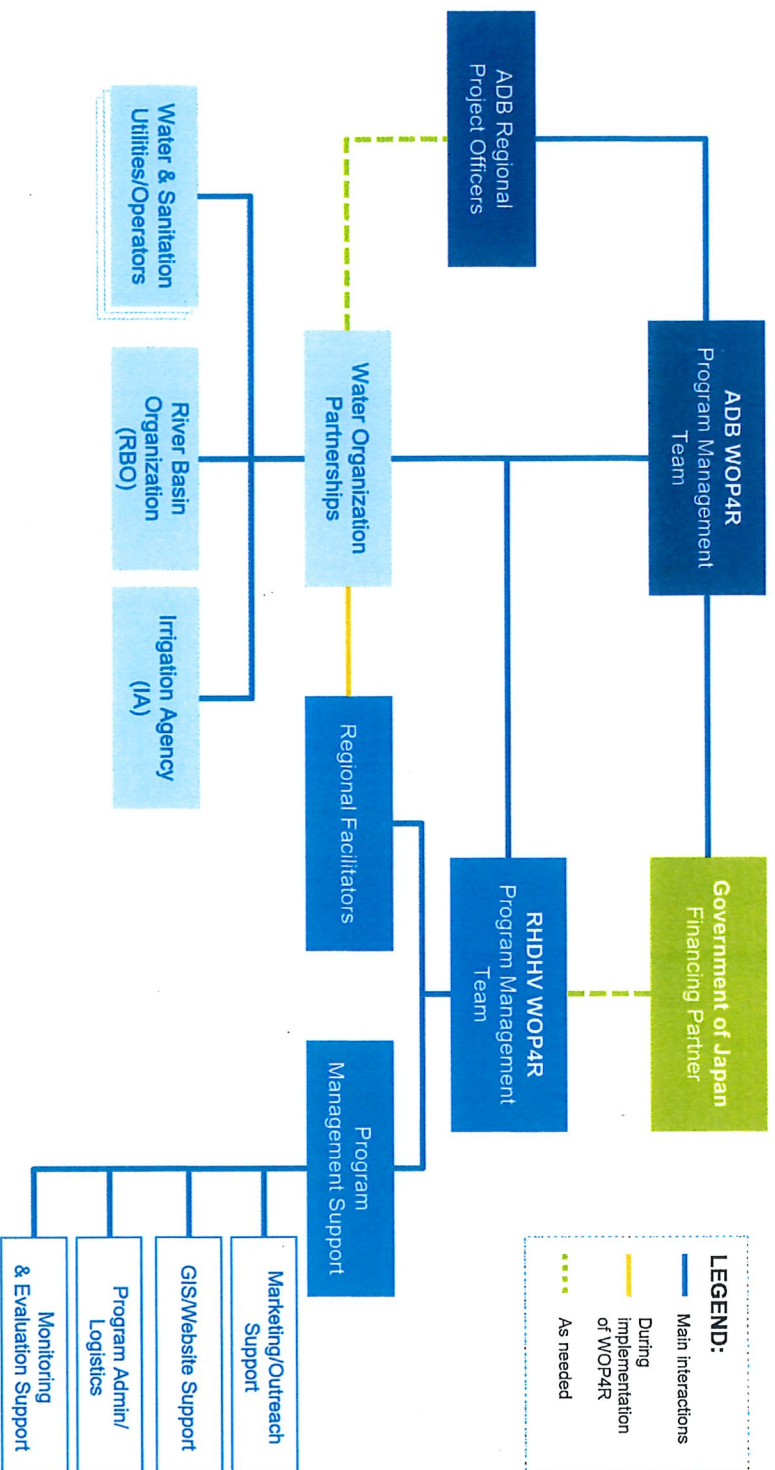


WOPAR: Mentor Meeting | 8 August 2023



WOP4R: Mentor Meeting | 8 August 2023

WOP4R Program Support





WHAT'S YOUR *Water Footprint?*

TAKING STEPS TO SAVE

Rowland Water District – Board Report

May 14, 2024



Customer Communications

- Tom Coleman supported SB1330 in Sacramento, footage was captured and a social media video post was created



District Outreach

- Creating a Water Quality video series for the Annual Water Quality Report
- Building digital Water Quality Report
- Created Postcard Look for distribution



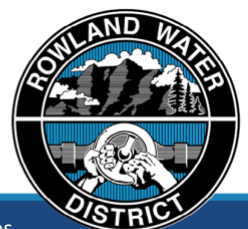
Website/Graphics Enhancements

- Updated videos and sliders as needed
- Updating "Where Does Your Water Come From?" video



Press Releases/Earned Media

- Girl Scout Patch Release
- Earth Day Event Release
- Mini Solar Challenge Release



Search Companies, Topics, Organizations, Governments...

Results

 **ROWLAND WATER DISTRICT**

26/04/2024 | Press release | Distributed by Public on 26/04/2024 14:53

Patches Awarded To Water-Wise Education Participants

**Patches Awarded to Water-Wise Education Participants
Local Water Preservation Message Reaches Washington and Idaho**

Search Companies, Topics, Organizations, Governments...



HOME / NEWSROOM

COUNTY-WIDE FESTIVAL HIGHLIGHTS THE IMPORTANCE OF CONSERVATION

BY ROWLAND WATER DISTRICT APR 30, 2024 MEMBER SUBMITTED NEWS

ROWLAND HEIGHTS – Rowland Water District (RWD) sponsored Los Angeles County Sanitation Districts' fun-filled Earth Day Celebration on Saturday, April 13, 2024. With thousands of attendees, the free event brought the region together to commit to preserving our most precious resources.

The event featured over 50 green exhibitors, including the Metropolitan Water District of Southern California and Water for LA. Attendees of all ages enjoyed a variety of environment-inspired activities. RWD contributed to the festivities by hosting a booth and providing free promotional conservation items, including water-saving shutoff hose nozzles and collapsible buckets. The District also offered an educational water cycle bracelet activity for visitors to engage with and learn from.

"Earth Day is the perfect reminder to continue our efforts of making conservation a way of life here in California," RWD Education & Community Outreach Coordinator Brittne Gildea said. "We appreciate this opportunity to connect with the community and thank them for taking care of our water."

OUR WORK RESOURCES

ROWLAND WATER DISTRICT

Press release | Distributed by Public on 04/15/2024 17:31

County-Wide Festival Highlights The Importance Of Conservation

Rowland Water District (RWD) sponsored Los Angeles County Sanitation Districts' fun-filled Earth Day Celebration on Saturday, April 13, 2024. With thousands of attendees, the free event brought the region together to commit to preserving our most precious resources.

The event featured over 50 green exhibitors, including the Metropolitan Water District of Southern California and Water for LA. Attendees of all ages enjoyed a variety of environment-inspired activities. RWD contributed to the festivities by hosting a booth and providing free promotional conservation items, including water-saving shutoff hose nozzles and collapsible buckets. The District also offered an educational water cycle bracelet activity for visitors to engage with and learn from.





Community & Education Outreach Update

May 14, 2024

SOCIAL MEDIA

#DiscoverRWD #RowlandConnections #RWDeducation #WaterFacts

Rowland Water District continually posts updates regarding District information, careers in water, conservation, and water education. These posts are shared on Facebook, Instagram X/Twitter, and YouTube when necessary. See below for our social media engagement:



X/Twitter:

a	Total
Followers	813
Tweets	11
Impressions	264
Post Retweets	6

Top Performing Tweet:



Rowland Water District @RowlandWater · Apr 10

🌻🌿 The Desert Marigold is a perennial that's bright in color and yellow flowers grow on tall stems and occur from late winter through the summer. The Desert marigold does well in full sun.

✓ Learn more here- bit.ly/3TKfmcM

#DiscoverRWD #PlantNative

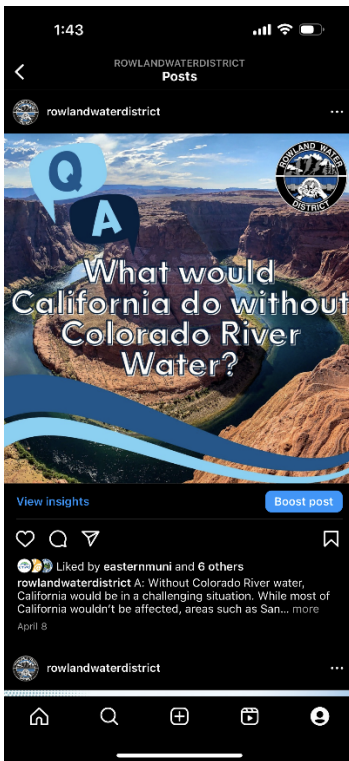




Instagram:

Measurement	Total
Total Followers	1,346
Post Engagement	39
Post Impressions <i>(Total number of times post have been seen)</i>	2,041
Profile Impressions	2,774

Instagram Top Performing Post/Reel:





Website – March 2024

Measurement	Total
Users	6,500
New Users	5,300
Returning Visitor	1,700
Pageviews	18,790



CONSTANT CONTACT- Electronic information sent to customer emails.

Total Active Contacts-15,645



COMMUNITY & EDUCATION ENGAGEMENT

LA Sanitation District's Earth Day Event- Staff hosted a booth on April 13th which featured a water cycle bookmark activity and the prize wheel full of conservation giveaways as shown below. The event was well attended with over 1,500 attendees.





Girls in Future Technologies (GIFT) Event- District staff attended the May 1 GIFT event at Nogales High School where they distributed resources such as “Women in Water Utilities: Breaking Barriers (2019, International Bank for Reconstruction and Development/The World Bank), an informational handout with career recruitment web addresses, and other RWD-branded giveaways.

Mini Solar Challenge – Staff will present awards to the student winners of the Mini Solar Challenge during the week of May 13th-16th. Additionally, 5th and 6th grade winners will also be recognized at a Rowland Unified School District (RUSD) Board meeting on June 3rd.

Senior Pathfinders Resource Fair: Staff will host a booth and present at the Senior Pathfinders Resources Fair on May 23, 11:00 a.m. – 2:00 p.m., at Pathfinder Regional Park. As part of our presentation, we will provide information on how to detect fraudulent activity by sharing what a RWD service worker uniform looks like, how to verify RWD badges and identify a RWD truck, all to assist senior citizens in detecting fraudulent activity in their neighborhoods.

Water Awareness Poster Contest- The District received and judged 640 student posters. Of the 640 received, nine finalists will be recognized at the May 28, 2024 Special Board Meeting. Following the District’s recognition event, the selected posters will then be submitted to MWD for inclusion in the regional poster contest.

2024 Landscape Classes – RWD staff has scheduled four landscape classes for the 2024 series. The class schedule is as follows:

- Edible Gardening for Beginners: August 29, 2024
- Easy Steps to Landscape Conversion: September 26, 2024
- Landscape Care for Homeowners: October 24, 2024
- Hands-on Succulent Wreath-making: December 12, 2024

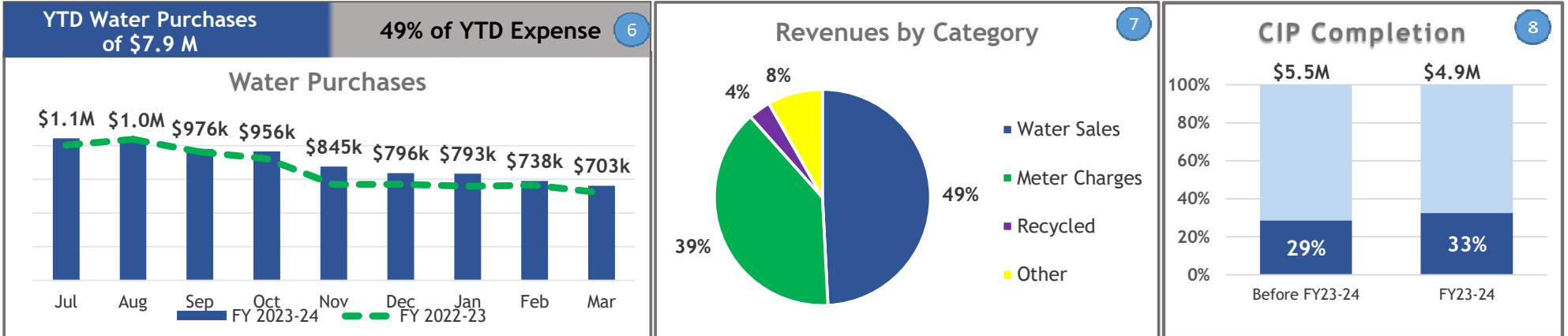
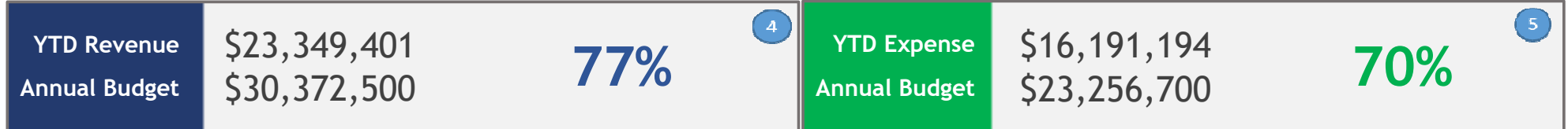
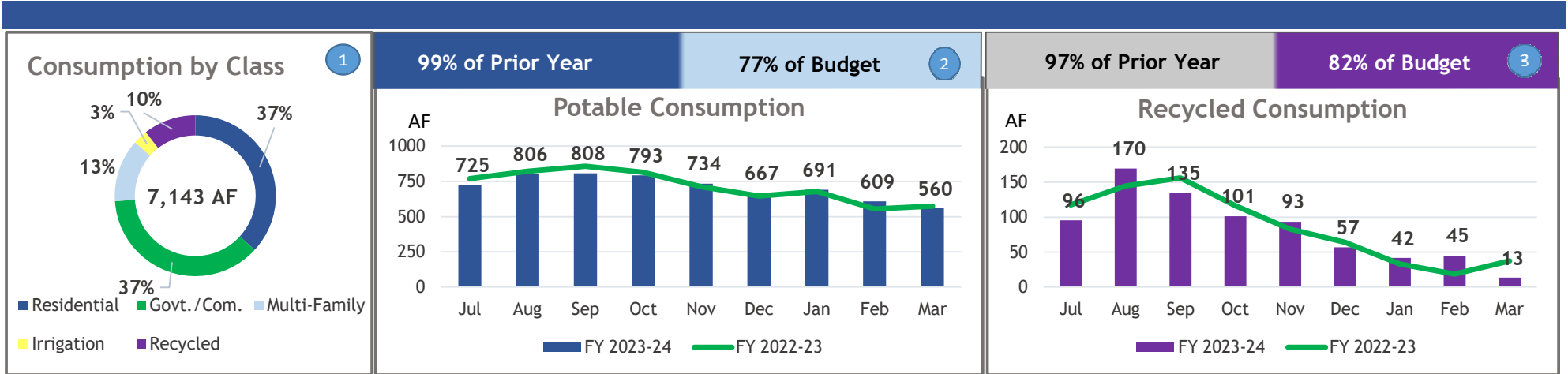
Staff will market the landscape series to residents in the June.

Other Water Education/Outreach Activities - Staff continues attending monthly Conservation and Education Team (CET) meetings. Teachers are encouraged to visit: <https://pwagcet.org/> for resources on water-related lessons and grants.



ROWLAND WATER DISTRICT FINANCIAL DASHBOARD

March 31, 2024



- 345
Low Income Assist.

- 167
Turn-Offs

- 71
New Applications

- 4901
- 3703
Paperless Bills
Auto Pay

- 980
Phone Calls