

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, March 12, 2026

The meeting was called to order at 7:30 p.m.

1. ROLL CALL:

Directors Present: Don Amuzie
Tom Chambers
Janet Medina
Julie Richards
Perry Bautista

Staff Present: Michael Conneran, Attorney
Carlos Arias, Field Supervisor
Wendy Bellinger, Office Supervisor
Brandon Laurie, Engineer
Patricia Mairena, General Manager

Visitors Present: None.

2. PLEDGE OF ALLEGIANCE: Led by Director Medina.

3. CONSENT CALENDAR:

President Bautista asked the Board if there was any discussion; otherwise, he would entertain a motion to accept the consent calendar.

Director Chambers moved to approve the Consent Calendar as written, seconded by Director Amuzie.

The motion was carried unanimously.

4. PUBLIC COMMENT: None

5. BUSINESS (OLD): None

6. BUSINESS (NEW):

A. Consideration to Adopt Ordinance No. 77, Backflow And Cross-Connection Control.

General Manager Mairena reminded the Board that the District had contracted with Backflow Prevention to review the Cross Connection Control Plan (CCCP) that was recently prepared by another contractor. Backflow Prevention had determined that there were some areas of the plan that needed revisions, as well as an updated ordinance.

General Manager Mairena stated that the updated ordinance document had been forwarded to Attorney Conneran for his review, and the final draft was in their board packet. Attorney Conneran told the Board that he had proofread the document, put it into the District's format, and mentioned that the current ordinance was very old and he recommended approval.

General Manager Mairena told the Board that Ben Bennett from Backflow Prevention was knowledgeable in his field and very well recognized, and he was surprised that the ordinance had not been updated when the CCCP was prepared. General Manager Mairena mentioned that if the Board adopted this ordinance, she would then send a copy to Mr. Bennett, who would then file an updated CCCP with the State.

Director Chambers moved to Adopt Ordinance No. 77, Backflow and Cross-Connection Control, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Bautista	Aye

The motion was carried unanimously.

B. Review/Approve Agreement with Launch Consulting for Risk and Resilience Assessment Update for the Water System.

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General Manager Mairena mentioned that she was unaware of the upcoming renewal deadline for the Risk and Resilience Assessment (RRA) Update, which happens every five years along with the Emergency Response Plan (ERP); however, the ERP does not currently need updating because of recent revisions made. General Manager Mairena also mentioned that as part of the RRA Update, there is a new section on Cyber Security that would need to be included.

General Manager Mairena stated that she believed Launch was the best company for this project, since they had previously worked as a subcontractor on the RRA, and they were already familiar with the District's assets.

General Manager Mairena told the Board that the Scope of Work was in their packet along with an agreement she had asked Attorney Conneran to prepare, and the total cost for the project would be \$24,850. General Manger Mairena stated that her recommendation was to approve this agreement, since the filing date was June 30, 2026.

Attorney Conneran mentioned that the Scope of Work looks good to him, plus the addition of Cyber Security training was an important thing.

Director Amuzie moved to approve the Agreement with Launch Consulting for Risk and Resilience Assessment Update for the Water System, seconded by Director Chambers.

C. Review/Approve District Newsletter.

General Manger Mairena reported that she had met with the Public Relations Committee and the draft in front of them was the result of that meeting. General Manager Mairena mentioned that this newsletter would be emphasizing emergency preparedness and proceeded to review the newsletter contents with the Board.

Director Chambers moved to approve the District Newsletter as written, seconded by Director Amuzie.

D. Provide Direction to Staff Regarding of Potential Increase in Directors' Compensation and Schedule Public Hearing.

Attorney Conneran reviewed the procedure for increasing the Directors' Compensation at the request of the Board. Attorney Conneran explained that a Notice of Public Hearing would be required followed by adoption by ordinance and commented on the process for calculating the percentage increases.

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President Bautista asked General Manager Mairena if she had been able to obtain directors' compensation information from neighboring agencies. Director Chambers stated that he had BAWSCA's survey data and commented on their process for increasing their director's compensation and their decision to review their compensation every five years.

There was a discussion on compensation increase amounts and whether the directors could be compensated for training sessions which have increased according to the new legislation passed. Attorney Conneran commented on increasing the compensation so as to offset the reimbursement of the internet bill, since that was an area of concern to him due to reporting issues. General Manager Mairena asked if the policy regarding compensating for training sessions could also be reviewed. Attorney Conneran stated that the entire policy would be reviewed.

The Board suggested that compensation should be revised to \$175 for the first meeting of the month and \$125 for any additional meetings. Director Chambers suggested that the changes should become effective with the new fiscal year. Attorney Conneran mentioned that the increase would not take effect until 60 days after adoption of the ordinance, so July 1, 2026, would be fine.

There was additional discussion about taxes actually reducing the total compensation instead of increasing it. The Board then suggested that compensation should be revised to \$200 for the first meeting of the month and \$125 for any additional meetings.

President Bautista asked if there was any additional information needed by Staff, General Manager Mairena replied that she had everything needed, and that Staff would come back next month with an updated policy and ordinance. Attorney Conneran commented on the publishing of the public notice and its schedule.

E. Consideration to Approve Resolution 692 in Support of the Nomination of John Weed for ACWA/JPIA California Water Insurance Board.

General Manager Mairena stated that this request had been sent to the District's JPIA director, Don Amuzie, and recalled to the Board that the District had received this type of request in the past. Attorney Conneran commented that it was not just support, but because of their bylaws, they needed at least two agencies' nominations.

General Manager Mairena mentioned that Attorney Conneran had prepared the resolution on their board packets, which was similar to the ones approved in the past. President Bautista and Directors Chamber and Amuzie commented on Mr. Weed's work ethic.

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Director Chambers moved to approve Resolution 692 in Support of the Nomination of John Weed for ACWA/JPIA California Water Insurance Board, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Bautista	Aye

The motion was carried unanimously.

F. Consideration to Approve Letter Authorizing Support of SB 1001 – Cal OES Proposal to Establish a Standardized Identification Card Program for Essential Utility Workers Who May Need Access to Emergency Areas to Maintain or Restore Critical Infrastructure.

General Manager Mairena mentioned that this request had also been sent to the District’s JPIA director, Don Amuzie. Director Amuzie replied that JPIA was looking for support.

Director Chambers asked if public officials were not supposed to lobby. Attorney Conneran replied that public officials were allowed to express support.

President Bautista asked if these IDs would be comparable to the one that was issued by the District to him about five years ago. General Manager Mairena replied that these would be similar, but standard IDs issued by Cal OES (Office of Emergency Services), valid for five years. Attorney Conneran mentioned that first responders may be in different jurisdiction, so having a standard ID, especially for first responders, makes sense.

Director Chambers moved to approve President Bautista to sign a Letter Authorizing Support of SB 1001 – Cal OES Proposal to Establish a Standardized Identification Card Program or Essential Utility Workers Who May Need Access to Emergency Areas to Maintain or Restore Critical Infrastructure, seconded by Director Amuzie.

The motion was carried unanimously.

7. WRITTEN COMMUNICATIONS: None

8. ATTORNEY'S REPORT:

Attorney Conneran reported that there was a decision made back in December related to tiered water rates in the *Dreher vs. the City of L.A. Department of Water and Power*, case which approved tiered rates and the methodology used to set them. Attorney Conneran mentioned that in an issue relevant to the District, this case approved the application of the claiming requirement that was included in the District's last rate notice, stating that any challenges need to be made before a certain date, thereby putting people on notice that any challenge must be made in a timely fashion. Attorney Conneran also mentioned that coming back years later to make a challenge was now prohibited if the procedure is followed.

9. GENERAL MANAGER'S REPORT:

A. Engineer's Report (Pakpour).

1. Skyline Tank No. 3 Retrofit Project - Progress Payment No. 5 and Update.

Engineer Laurie stated that Euro Style Management (ESM) had completed quite a bit of work during the month of February, including all the structural work inside the tank, bringing it to code, and had begun sandblasting inside the tank. Engineer Laurie commented that due to the substantial rain, ESM had been unable to pour the foundation concrete, which was now anticipated to be done in March as well as finalizing the sandblasting inside the tank, and the welding.

Engineer Laurie mentioned that things should start picking up in the next month and a half as their progress payment showed that the project was only 59% completed. Once the coating and the foundation concrete were completed by the end of March, the job would reflect more progress than was shown now.

Engineer Laurie reported that the pending three change orders had not changed, and he hoped to include them with the next board packet. Engineer Laurie mentioned that the labor was a bid item, but the materials would need to be paid for via a change order.

Engineer Laurie displayed various pictures of the work being done for the project, provided descriptions, and the Board asked questions.

Engineer Laurie stated that with the next order, there will be an extension of time on them due to rainy days which caused a delay with concrete pouring.

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2. Appian-280 Easement Sanitary Sewer Improvements – Brief Update.

Engineer Laurie reported that they had met with the contractor this week on constructability of the line being installed and there were no issues reported.

Engineer Laurie stated that they expected to submit a 65% design by next week.

3. Standard Specifications – Brief Update.

Engineer Laurie stated that they are working diligently on updating the Specifications and the reason they had not completed them yet was that they were extracting all the material information that was in the written part of the Specifications and putting it into a single document, so to make it easier for those using the Specifications to find and locate parts that may be needed for installation.

Engineer Laurie mentioned that he wanted to report that they will soon start on the design for Skyline Tank No. 2 project, which is similar to Skyline Tank No. 3 with structural retrofit and recoating.

Engineer Laurie asked if the Board had any questions.

B. Report on District's Water Conservation for February 2026.

General Manager Mairena displayed the monthly comparison chart of water use and reported that water consumption for February 2026 was slightly higher but not by much, in comparison to the same period for FY 2020-2021, the last year with average usage before the last drought. General Manager Mairena mentioned that the GPCPD (gallons per capita per day) was also pretty low. General Manager Mairena reminded the Board that customers were currently conserving water for the January - February sewer measurement period.

C. Report of SamTrans Bus Hitting Fire Hydrant at 3500 Callan Boulevard.

General Manager Mairena reviewed her written report with the Board on an incident that occurred on February 18, 2026, in which an empty SamTrans bus experiencing mechanical failure crashed into the 3500 Callan Blvd. building, and in the process sheared one of the District's fire hydrants, and that Field Supervisor Arias, who was on call, had responded.

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General Manager Mairena displayed pictures of the incident and Field Supervisor Arias provided an overview of the events and of the shut-off and restoration of water service activities. Field Supervisor Arias stated that the building had been red tagged.

Engineer Laurie stated that the new fire hydrants have check valves that help prevent water loss, but this must have been an older hydrant. General Manager Mairena mentioned that staff was trying to figure out the water loss. Engineer Laurie replied to use tank water levels to determine it.

General Manager Mairena told the Board that staff had attempted to install a new hydrant but due to its location and type of installation that needed concrete, she had instructed Field Supervisor Arias to have SF Underground do to the repairs. General Manager Mairena said that she hoped SamTrans would be paying for the repairs and that she was still calculating all the losses including water loss, staff time, repairs by the contractor, and parts, currently amounting to \$6,115.14.

General Manager Mairena reported that she had reached out to SamTrans to open up a claim, and she had also submitted a report to JPIA to see if they could assist with the collection of the losses. General Manager Mairena also reported that she had attempted to get a copy of the incident report from the SMC Sheriff's Department but was told that the report was not yet ready for release.

General Manager Mairena asked if there were any questions and told the Board she will be reporting on this matter again.

D. Report on District's Upgrade of its Customer Connect Notification.

General Manager Mairena reported that she had been notified that the current News Flash System being used by the District to notify enrolled customers of any emergencies would be phased out and she was provided with a couple of options for its replacement. General Manager Mairena told the Board that she had chosen TextMyGov as the best replacement.

General Manager Mairena reviewed the cost associated with the program and mentioned that several years back, prior to News Flash, the District had used another company that charged approximately \$5,000 per year and was difficult to use because staff had to provide them with a spreadsheet with all the phone numbers for all customers. With this system migrating the current customers who have already signed up for News Flash, customers would be able to sign up on their own. General Manager Mairena added that the District will be running a campaign encouraging customers to sign up for the new system.

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General Manager Mairena reviewed the cost of the program with the Board and explained that the first year would be more expensive, or \$5,250 due to setup fees, but the following two years the cost would drop to \$3,500 per year. General Manager Mairena asked if there were any questions; otherwise, she would proceed to exercise her authority and sign the agreement for the new program.

President Bautista thanked General Manager Mairena.

10. ITEMS FROM BOARD OF DIRECTORS: None

11. CLOSED SESSION: None

12. ADJOURNMENT:

Without objection, President Bautista adjourned the meeting.

Time 8:38 p.m.



Secretary



President

April 9, 2026

Date