



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
March 10, 2020 – 6:00 p.m.  
Location: District Office

---

---

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF DIRECTORS**

President Robert W. Lewis  
Vice President Teresa P. Rios  
Director Anthony J. Lima  
Director Szu Pei Lu-Yang  
Director John Bellah

**ABSENT:**

None.

**OTHERS PRESENT:**

Joseph P. Byrne, Legal Counsel, Best Best & Krieger  
Erin LaCombe Gilhuly, CV Strategies  
Denise Jackman, Director, Three Valleys Municipal Water District  
Jody Roberto, Director, Three Valleys Municipal Water District  
Matt Litchfield, Three Valleys Municipal Water District  
Ed Chavez, Director, Upper San Gabriel Valley MWD

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dave Warren, Assistant General Manager  
Rose Perea, Director of Administrative Services  
Dusty Moisio, Director of Operations

**ADDITION(S) TO THE AGENDA**

None.

**PUBLIC COMMENT ON NON-AGENDA ITEM**

Director, Denise Jackman, distributed an invitation to the “Initial Meeting for the Formation of a New San Gabriel Valley Chapter of CSDA” to be held at Three Valleys MWD, on March 18, 2020, at 11:30 a.m.

**TAB 1 – CONSENT CALENDAR**

Upon motion by Director LuYang, seconded by Director Bellah, the Consent Calendar was approved as follows:

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

**The approval of the Consent Calendar included:**

**1.1**

**Approval of the Minutes of Regular Board Meeting Held on February 11, 2020**

**1.2**

**Approval of the Minutes of Special Board Meeting Held on February 25, 2020**

**1.3**

**Demands on General Fund Account for January 2020**

**1.4**

**Investment Report for January 2020**

**1.5**

**Water Purchases for January 2020**

Next Special Board Meeting March 24, 2020, 6:00 p.m.  
Next Regular Board Meeting April 14, 2020, 6:00 p.m.

**Tab 2 – ACTION ITEMS**

**2.1**

**Review and Approve Directors’ Meeting Reimbursements for February 2020**

Upon Motion by Director Lima, seconded by Director Rios, the Directors’ Meeting Reimbursement Report was approved as follows:

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

**2.2**

**Approve Change of Regular Board Meeting Date from June 9, 2020, to June 16, 2020**

After Discussion by the Board a motion was made by Director Lu-Yang, seconded by Director Lima, and unanimously carried to change Regular Board Meeting date to June 16, 2020.

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

### 2.3

#### **Review and Approve Resolution No. 3-2020 Making Findings that the Radio Tower Project is Exempt from the California Environmental Quality Act and Approving the Project**

After discussion a motion was made by Director Lu-Yang, seconded by Director Rios, to approve Resolution No. 3-2020. The motion was approved by the following roll-call vote:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah

Noes: None

Abstain: None

Absent: None

Motion passed by a vote of 5-0.

### 2.4

#### **Discuss CSDA Board of Directors Call for Nominations Seat C**

No action taken.

### 2.5

#### **Public Relations (Rose Perea)**

Rose Perea reported the essays for the “Scholar Program” were judged and Wilson High School will be awarded a \$1,500.00 scholarship paid directly to the college or institution they will be attending. The Mini Solar Cup challenge races were held on February 27, 2020 and the written reports are in the process of being judged. Brittnie will be presenting the awards in April or May either in the classrooms or at a school assembly. The posters for the MWD poster contest are due March 26, 2020 and will be ready for judging at the April 14, 2020 Board meeting. The awards will be presented at the May 12, 2020 Board meeting. “Fix-a-Leak Week will be held March 16-20, 2020 and conservation items will be distributed to customers who come into the office during this time. A landscape class will be held here at the District on March 25, 2020, 5:00-8:00 p.m.; thus far, there Are 50 people signed up to attend.

#### **Communications Outreach (CV Strategies)**

Erin LaCombe Gilhuly, CV Strategies, provided a copy of the CSDA article on the District’s succession planning which was included in the CSDA Magazine, January-February 2020 issue. She also advised that the District’s “Water Footprint Conservation Campaign” was included in ACWA’s Home News page. The *China Press* posted the press release and pictures on the Mini Solar Cup Challenge. CV Strategies is working on the CCR, the Accessory Dwelling Unit (ADU) customer information handout and is finalizing the AMI videos on “How to Read Your Meter”. The press release on Fix-A-Leak Week is being finalized.

#### **Education Update**

Provided for information purposes only.

### 2.6

#### **Discussion of Upcoming Conferences, Workshops, or Events (including items that may have arisen after the posting of the Agenda)**

- San Gabriel Valley Water Forum, April 16, 2020, 8:00 a.m. to 1:30 p.m., Hilton Los Angeles/San Gabriel, 225 Valley Boulevard, San Gabriel, CA  
Staff was asked to make reservations for the following Directors: Directors Lewis, Rios and Bellah. A motion was made by Director Lima, seconded by Director Lu-Yang, and unanimously carried, to approve the payment of *per diem* compensation to Directors Lewis, Rios and Bellah for attendance at the Water Forum.

- Special Districts Legislative Days, May 19-20, 2020, Sheraton Grand Sacramento Hotel, 1230 J Street, Sacramento, CA  
Staff was asked to make reservations for Director Lewis.  
A motion was made by Director Lu-Yang, seconded by Director Rios, and unanimously carried, to approve the payment of *per diem* compensation to Director Lewis for his attendance at the conference.

### **TAB 3 LEGISLATIVE INFORMATION**

#### **3.1**

##### **Updates on Legislative Issues**

General Manager, Tom Coleman, advised the Board that the District had sent in letters of support for Senate Bill 1099 (Emergency Backup Generators: Critical Facilities: Exemption) and for Assembly Bill 2182 (Emergency Backup Generators: Water and Wastewater Facilities: Exemption).

### **TAB 4 REVIEW OF CORRESPONDENCE**

- **“Thank You” Letter from Julie Mitchell, Superintendent Rowland Unified School District**  
*For information purposes only.*

### **TAB 5 COMMITTEE REPORTS**

#### **5.1**

##### **Joint Powers Insurance Authority**

Nothing to report.

#### **5.2**

##### **Three Valleys Municipal Water District**

Director Lima reported on his attendance at the February 19, 2020 Regular Board meeting and advised that the Board approved the Miragrand Groundwater Well Project, Phase 1. Director, Denise Jackman, was nominated to fill the CSDA Board of Directors Vacancy, Seat B Southern District, 2020-2022 term. Director Lu-Yang reported on her attendance at the March 4, 2020, Board meeting and advised that Mr. Jayson Schmitt from Chandler Asset Management provided an annual update of TVMWD’s Investment Portfolio. Director Lima reported that the standby charge collected for the fiscal year will increase from \$19.23 to \$20.62 per EDU. MWD’s untreated water rate is increasing \$25/AF (3%). MWD’s treated tier 1 water is increasing \$53/AF (5%). These changes result in an overall increase in the treated water rate of 5% .

#### **5.3**

##### **Association of California Water Agencies**

Nothing to report.

#### **5.4**

##### **Puente Basin Water Agency**

Director Lima advised that the next meeting will be held on April 2, 2020.

#### **5.5**

##### **Project Ad-Hoc Committee**

Nothing to report.

## **5.6**

### **Regional Chamber of Commerce**

Director Lewis reported on his attendance at the Government Affairs Committee meeting held on March 9, 2020 and advised that Matt Buck, Vice President of Public Affairs, California Apartment Association, made a presentation “Proposition 10 – California Local Rent Control Initiative”. The committee took action to oppose AB2043 and COVID 19 flyers with frequently asked questions were handed out.

## **5.7**

### **PWR Joint Waterline Commission**

Director Lima reported on his attendance at the February 13, 2020 meeting and advised that Darron Paulson, Utilities Director, City of Pomona has retired and Robert DeLoach is acting Utilities Director. Scarlett Kwong is the new Chair of PWR.

## **5.8**

### **Sheriff’s Community Advisory Council**

Director Lu-Yang advised that the next meeting will be held on March 31, 2020, 6:30 p.m., at the Fullerton and Colima Sheriff’s Substation.

## **5.9**

### **Rowland Heights Community Coordinating Council**

Nothing to report.

## **5.10**

### **Hacienda Heights Improvement Association**

Nothing to report.

## **TAB 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS**

### **6.1**

#### **Finance Report**

General Manager, Tom Coleman, presented a year-to-date Revenue and Expense Report by Category and Consumption by Class through January 31, 2020.

### **6.2**

#### **Operations Report**

Director of Operations, Dusty Moisiso, provided updates on the following projects:

- Reservoir 10 Recoating: J. Colon Coatings, was awarded the project to recoat the interior and exterior of the tank and update safety equipment. Projected start date March 30, 2020.
- AMI Meter Replacement: To date, 3,832 meters have been replaced.

### **6.3**

#### **Personnel Report**

General Manager, Tom Coleman, advised that the recruitment period for the Director of Finance position is now closed. Oral interviews will be conducted on March 23, 2020.

## **TAB 7 ATTORNEY’S REPORT**

Nothing to report.

**TAB 8 CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 7:11 p.m. and announced that the purpose of the closed session, and the provisions of the Brown Act authorizing the closed session were listed in the agenda.

- a. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**  
**Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9.**  
**Name of Case: Rowland Water District vs. La Habra Heights County Water District, Case No. KC070088**
  
- b. **Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**  
Property: 18938 Granby Place, Rowland Heights, CA 91748  
District Negotiator: Tom Coleman, General Manager  
Negotiating Parties: Mark I. Chen Revocable Living Trust dated 9-8-17  
Under Negotiation: Price and Terms
  
- c. **Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**  
Property: Portion of Property Located at  
804 S. Azusa Ave., City of Industry, CA  
District Negotiator: Tom Coleman, General Manager  
Negotiating Parties: City of Industry  
Under Negotiation: Price and Terms

The closed session was adjourned, and the Board resumed the meeting in open session at 7:19 p.m.

Upon returning to open session, legal counsel reported that the Board took no reportable action in connection with these matters.

**General Manager’s and Directors’ Comments**

General Manager, Tom Coleman, advised the Board that staff has been working on updating the five-year Capital Improvement Plan projections. Director Bellah provided information on his attendance at the Urban Water Conference held in Palm Springs, April 19-21, 2020.

**Future Agenda Items**

None.

**Late Business**

None.

A motion was made by Director Lima, seconded by Director Rios, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:30 p.m.

\_\_\_\_\_  
ROBERT W. LEWIS  
Board President

Attest: \_\_\_\_\_  
TOM COLEMAN  
Board Secretary