



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
February 9, 2021 – 5:00 p.m.  
Location: District Office

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**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF DIRECTORS**

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

**ABSENT:**

None.

**OTHERS PRESENT:**

Joseph P. Byrne, Legal Counsel, Best Best & Krieger  
Erin Gilhuly, CV Strategies  
Kirk Howie, Three Valleys Municipal Water District  
Jody Roberto, Director, Three Valleys Municipal Water District  
Mike Ti, Director, Three Valleys Municipal Water District  
Denise Jackman, Resident  
Paul Kaymark, Auditor, Nigro & Nigro, PC, Professional Accountancy Corporation

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dave Warren, Assistant General Manager  
Rose Perea, Director of Administrative Services  
Dusty Moasio, Director of Operations  
Myra Malner, Director of Finance  
John Poehler, Project Manager

**ADDITION(S) TO THE AGENDA**

None.

**PUBLIC COMMENT ON NON-AGENDA ITEM**

None.

**TAB 1 – CONSENT CALENDAR**

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

Ayes: Directors Lima, Lu-Yang, Bellah and Lewis  
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 January 12, 2021**

**1.2**

**Approval of the Minutes of Special Board Meeting Held on January 26, 2021**

**1.3**

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

**1.4**

**Investment Report for December 2020**

**1.5**

**Water Purchases for December 2020**

Next Special Board Meeting February 23, 2021, 5:00 p.m.  
Next Regular Board Meeting March 9, 2021, 5:00 p.m.

**Tab 2 – ACTION ITEMS**

**2.1**

**Review and Approve Directors’ Meeting Reimbursements for January 2021**

Upon motion by Director Lima, seconded by Director Lu-Yang, the Directors’ Meeting Reimbursement Report was approved as follows:

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

**2.2**

**Approve Executive Officer Positions of the Board of Directors**

Due to the vacancy caused by virtue of the death of Director Rios, the Board discussed the Executive Officer Positions, and after discussion of the Board Rotation Policy adopted by the Board, upon motion by Director Lewis, seconded by Director Lu-Yang, the Board approved Anthony J. Lima’s election to serve as President for calendar year 2021 and Director Szu Pei Lu-Yang’s election to serve as Vice President for calendar year 2021. The motion was unanimously approved as follows:

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

**2.3**

**Approve Board of Directors Committee Assignments as follows: PWR Joint Water Line Commission, Alternate Representative and Los Angeles County Sheriff’s Department Advisory Council**

A motion was made by Director Lewis, seconded by Director Lu-Yang, to confirm the following committee assignments for the 2021 calendar year:

PWR Joint Water Line Commission	Director Lima Director Bellah, Alternate
Los Angeles County Sheriff’s Department Advisory Council	Director Lu-Yang No Alternate Nominated at this Time

The motion was unanimously carried as follows:

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

**2.4**

**Review and Approve “Draft” RWD Financial Audit Report for Fiscal Year 2019-2020 Prepared by Nigro & Nigro, PC, Professional Accountancy Corporation**

Paul Kaymark, representing the firm of Nigro & Nigro, PC, Professional Accountancy Corporation, reviewed the documents contained in the “Draft” Financial Audit Report and answered questions posed by the Directors. He noted that no difficulties were encountered in completing the audit and an unmodified opinion was provided. Management will provide a representative letter to the auditors. No significant transactions unusual in nature were observed.

Upon motion by Director Bellah, seconded by Director Lewis, the “Draft” RWD Financial Audit Report for Fiscal Year 2019-2020 was approved as follows:

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

**2.5**

**Discuss Redevelopment Oversight Board Appointments – County of Los Angeles**

General Manager, Tom Coleman, discussed the Memorandum included in the Board packet regarding Redevelopment Oversight Board Appointments – County of Los Angeles, advising that there are vacancies for the independent special district representative on the Los Angeles County Supervisorial District Nos. 2, 4 and 5 RDA Oversight Boards.

No Action was taken on this item.

## 2.6

### **Discuss and Approve Firewall Router Upgrade**

After discussion, upon motion by Director Lu-Yang, seconded by Director Bellah, the upgrade to the Firewall Router was unanimously approved in the amount of \$25,000.00, as follows:

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

## 2.7

### **Discuss and Approve Proposed Server Reliability System Project**

After discussion, upon motion by Director Lewis, seconded by Director Lu-Yang, the proposed Server Reliability System Project was unanimously approved in the amount of \$200,000.00, with on-going annual costs in the amount of \$120,000.00, as follows:

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

## 2.8

### **Discuss and Approve Additional Funds for New Storage Building at Corporate Building**

After discussion, upon motion by Director Lewis, seconded by Director Lu-Yang, the Board approved additional funds in the amount of \$80,000.00 for the new storage building at the corporate office building site, as follows:

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

## 2.9

### **Review and Approve Resolution No. 2-2021 Concurring in the Nomination of Randall James Reed to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)**

A motion was made by Director Lewis, seconded by Director Lu-Yang, to approve Resolution No. 2-2021 Concurring in the nomination of Randall James Reed to the Executive Committee of ACWA/JPIA. The motion was approved by the following roll-call vote:

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

Motion passed by a vote of 4-0.

### **Tab 3 – PUBLIC RELATIONS**

Mrs. Perea provided the following report:

- Brittne Van De Car is prepping with CV Strategies for the live Q&A on the Community Forum February 10-11, 2021.
- Mini Science Challenge: Students have completed 2 of the challenges so far – Filtration Challenge and At-Home Water Audit. 15 teachers, 4-6<sup>th</sup> grades, 4 schools (Jellick, Northam, Rowland Elementary, and Telesis Academy K- 8); 504 students.
- Poster Contest flyers have been mailed to teachers and schools and marketed on our website and social media platforms.
- Brittne and Tom met with Sheriff Louis Denver to discuss a partnership with the Youth Activity League (YAL). They will help coordinate field trips and assist with the outreach program.
- EduBucks Program: Teachers and Schools were awarded as follows: Blandford Elementary \$491.77; Jellick Elementary \$498.07; and Blandford Elementary \$479.00.
- Virtual Treatment Plant Video completed and has been mailed out to the students participating the Mini Science Challenge.

#### **3.1**

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

Erin Gilhuly, CV Strategies, reported that there was an article on the ACWA website regarding the passing of Director Rios. ACWA also carried a full-page article on the District’s Community Forum. CV Strategies is working on Press Releases on the Rate Relief, Edu Bucks, Board Vacancy, and the Community Forum. They are also working on completing the AMI videos.

#### **3.2**

##### **Education Update**

*Provided for information purposes only.*

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

None.

### **Tab 5 – LEGISLATIVE INFORMATION**

#### **5.1**

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

General Manager, Tom Coleman, advised the Board that Three Valleys MWD is working with Assemblymember Blanca Rubio, representing California’s 48<sup>th</sup> Assembly District, to maintain the current Brown Act teleconference requirements.

### **TAB 6 - REVIEW OF CORRESPONDENCE**

None.

## **TAB 7 - COMMITTEE REPORTS**

### **7.1**

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

The JPIA President's Special Recognition Awards for the Liability Program and Property Program were provided for information purposes only.

### **7.2**

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

Director Lu-Yang advised that she had nothing to report on her virtual attendance at the January 20, 2021 meeting.

Director Lima reported on his virtual attendance at the January 27, 2021 meeting and advised that an open forum was held on the Cadiz Project and the status of the Bonanza Springs Study.

### **7.3**

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

Nothing to report.

### **7.4**

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

Director Lewis reported on his virtual attendance at the February 4, 2021 meeting and advised that the annual selection of Commission Officers and Staff was approved. A review of the Second Quarter FY 20-21 Financial statements was provided. Updates on the Pathfinder, Cal Domestic and Pomona Six Basins projects were provided. Director Lima advised that \$2.7 million had been received on the Proposition 84 Grant, the remainder to be received when the project is completed. General Manager, Tom Coleman, provided information on the water held in storage by the Agency.

### **7.5**

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

Director Lu-Yang reported that the committee met to discuss the procedures and timeline in connection with filling the Director vacancy. Mr. Coleman reported that the Notice of Vacancy had been posted in three places in the District, posted on the website and directly mailed to 1840 residents in the Division 1 area. The deadline to submit the application is February 16, 2021. Final applicants will be interviewed at a March 2, 2021, Special Board meeting.

### **7.6**

#### **Regional Chamber of Commerce**

Director Bellah reported on his virtual attendance at the February 8, 2021 Government Affairs meeting and advised that the Virtual Water Treatment Plant video had been presented by Three Valleys MWD's treatment operator, Dominic Aguiar.

### **7.7**

#### **PWR Joint Waterline Commission**

Nothing to report. The next meeting will be held on February 11, 2021.

## 7.8

### **Sheriff's Community Advisory Council**

Nothing to report.

## 7.9

### **Rowland Heights Community Coordinating Council (RHCCC)**

Director Lu-Yang reported on the meeting held on February 8, 2021. Nothing water-related to report.

## 7.10

### **City of Industry Council Meeting**

Nothing to report.

## **TAB 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 December 2020.

General Manager, Tom Coleman, and Ms. Malner answered questions posed by members of the Board.

### 8.2

#### **Operations Report**

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

1. Reservoir 10 Rehab: Provided pictures of the construction, and a construction schedule update of the project.
2. Scada Towers Project: Provided pictures of the construction, and a construction schedule update of the project.
3. AMI Update: 9,814 meters have been converted to AMI, with a reading accuracy of 98%.
4. Field Operations Completed Task- The following tasks were completed for the month of January:
  - Water Samples – 152
  - Site Inspections - 87
  - Service Orders Completed - 197
  - Meters Replaced - 114
  - Modules Replaced - 782
  - Dig Alerts – 237
  - Service Lines Repaired- 1
  - System Valves Replaced- 30

### 8.3

#### **Personnel Report**

General Manager, Tom Coleman, advised the Board that three new employees will be joining the District on March 3, 2021. The District's job offer to a new Engineering and Compliance Manager was accepted and job offers to 2 new meter readers were accepted.

## **TAB 9 - ATTORNEY'S REPORT**

Nothing to report.

**TAB 10 CLOSED SESSION**

A closed session on the matters listed below was not held.

- 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: 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

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

None.

**Future Agenda Item**

- Discuss and approve additional funds in connection with the AMI Conversion Project.

**Late Business**

None.

A motion was made by Director Lu-Yang, seconded by Director Bellah, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:27 p.m.

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ANTHONY J. LIMA  
Board President

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