



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
April 13, 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  
Director Vanessa Hsu

**ABSENT:**

None.

**OTHERS PRESENT:**

Joseph P. Byrne, Legal Counsel, Best Best & Krieger  
Erin Gilhuly, CV Strategies  
Kirk Howie, Three Valleys Municipal Water District  
Mike Ti, Director, Three Valleys Municipal Water District  
Denise Jackman, Resident  
Randall Reed, ACWA/JPIA

**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**

It was noted that the Minutes of Special Meeting held on March 2, 2021, Item 1.1, were approved at the March 9, 2021 meeting. Upon motion by Director Lewis, seconded by Lu-Yang, the Consent Calendar was approved as corrected, as follows:

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

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

**1.1**

**Approval of the Minutes of Special Board Meeting Held on March 2, 2021**

**1.2**

**Approval of the Minutes of Regular Board Meeting Held on March 9, 2021**

**1.3**

**Demands on General Fund Account for February 2021**

**1.4**

**Investment Report for February 2021**

**1.5**

**Water Purchases for February 2021**

Next Special Board Meeting April 27, 2021, 5:00 p.m.  
Next Regular Board Meeting May 11, 2021, 5:00 p.m.

**Tab 2 – ACTION ITEMS**

**2.1**

**Rate Stabilization Fund Report**

Mr. Randall Reed, JPIA Executive Board Member, congratulated the District on receiving a check in the amount of \$9,526.35 representing a Rate Stabilization Fund refund based on the District’s performance in JPIA’s Property, Liability, and Worker’s Comp insurance programs in 2020.

**2.2**

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

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

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

### 2.3

#### **Review and Approve BB&K Proposal to Provide Redistricting services**

General Manager, Tom Coleman, reviewed the proposal with the Board. After Discussion, and upon motion by Director Hsu, seconded by Director Bellah, the proposal to provide redistricting services at a cost of \$30,000.00, which includes a ten percent (10%) contingency, was approved as presented. The motion was unanimously carried as follows:

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

### 2.4

#### **Discuss Walnut Valley Water District and Rowland Water District Issuance of Refunding Bonds Through Puente Basin Water Agency**

Finance Director, Myra Malner, provided background information on the present bond market and the benefit of issuing the refunding bonds through the Puente Basin Water Agency which would result in a cost of issuance savings of \$110,000.00 for each agency and interest savings exceeding three (3) million dollars over the life of the bonds.

After discussion, a motion was made by Director Lewis, seconded by Director Lu-Yang, to approve the issuance of the refunding bonds through the Puente Basin Water Agency. The motion was unanimously approved as follows:

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

### 2.5

#### **Review and Approve Lease Agreement for AT&T Cell Site: CLL05537/Rowland Heights located at Pathfinder Road and Nogales Street**

Assistant General Manager, Dave Warren, reviewed the terms of the Lease Agreement with members of the Board. After discussion, upon motion by Director Hsu, seconded by Director Lu-Yang, the Lease Agreement was unanimously approved as follows:

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

### 2.6

#### **Review and Approve Agreement to Downsize Water Meter**

General Manager, Tom Coleman, provided the Board with background information on the need for the Agreement. After discussion, upon motion by Director Lewis, seconded by Director Hsu, the Board unanimously approved the Agreement as presented.

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

Abstain: None

Absent: None

### **Tab 3 – PUBLIC RELATIONS**

Mrs. Perea provided the following report:

- Brittnie Van De Car, Education and Community Outreach Coordinator, will be Guest speaker/reader for RUSD ‘KinderFest’ on April 16<sup>th</sup> for about 800 kindergarten students
- Classroom Presentations via Zoom completed
  - March 15<sup>th</sup> & March 22<sup>nd</sup>
    - Blandford Elementary School
    - 1<sup>st</sup> Grade
    - Water Cycle Bracelet Activity
    - **97 Students**
- Mini Science Challenge- Classes have completed all the challenges. Brittnie Van De Car has notified the teachers of their winners and will be presenting the certificates and medals to the winners over the next 2 weeks via Zoom.
  - 15 Teachers (4<sup>th</sup>-6<sup>th</sup> Grade)
  - 4 Schools (Jellick, Northam, Telesis and Rowland Elementary)
  - **504 TOTAL STUDENTS**
- Poster Contest is closed. The District only received 59 submissions due to the program being 100% virtual.
- Fix a Leak Week
  - 194 customers participated in the FALW survey online and were each mailed out a gift for participating.
  - The winner of the Smart Irrigation Controller has been notified and the Controller was delivered.
- Youth Activity League (YAL)
  - First field trip was March 11<sup>th</sup> at La Puente Valley’s treatment plant. Brittnie is working on planning the next field trip to go and test local watersheds.
- Spring Newsletter is being sent out with the current billing cycle

#### **3.1**

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

Erin Gilhuly, CV Strategies, presented the Board Report and reviewed the Customer Communications CV Strategies is working on and the website enhancements in progress. Press Releases on the Financial Audit, the AMI Program and Fix-A-Leak Week are pending. CV Strategies is working on a video interview with Allen Davidson, Field Operations Supervisor, on the AMI conversions and an article which will appear in the *Water and Wastewater Digest Magazine*. A video link will be included on a slider on the website “AMI – Customer Ease of Use”.

#### **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)**

- **JPIA Spring Virtual Board of Directors’ Meeting, May 10, 2021, 10:00 a.m.**  
Staff was asked to make a reservation for Director Lewis’ virtual attendance at the Board Meeting.
- **ACWA/JPIA 2021 Spring Virtual Conference, May 12-13, 2021.** Staff was asked to make a reservation for Director Lewis’ virtual attendance at the Conference.
- **Virtual CSDA Legislative Days, May 18-19, 2021.** Upon motion by Director Lu-Yang, seconded by Director Bellah, the Board approved Director Lewis’ attendance at the virtual conference and authorized the payment of *per diem compensation*. Staff was asked to make a reservation for Director Lewis’ virtual attendance at the conference.

**Tab 5 – LEGISLATIVE INFORMATION**

**5.1**

**Updates on Legislative Issues**

None.

**TAB 6 - REVIEW OF CORRESPONDENCE**

General Manager, Tom Coleman, advised the Board that the District is in discussions with the Vantage Point HOA regarding their request to have a gate installed on the road leading to a District reservoir site. The HOA is collecting information on the cost and is assessing any Los Angeles County involvement or requirements in this connection.

**TAB 7 - COMMITTEE REPORTS**

**7.1**

**Joint Powers Insurance Authority**

Nothing to report.

**7.2**

**Three Valleys Municipal Water District**

Directors Lima and Lu-Yang reported on their virtual attendance at the March 17, 2021 meeting and advised that members of the public were present to discuss the Cadiz project and Assembly Bill 703 regarding open meetings and teleconferencing was discussed.

Director Lima also reported in his virtual attendance at the April 7, 2021 meeting and advised that the RTS charge was increased to \$19.90 for fiscal year 2021-2022. Well No. 1 has been rehabilitated and currently undergoing pump testing. Updates on existing projects were provided.

**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 April 1, 2021 meeting, and advised that the Annual Budget for Fiscal Year 2021-2022 was approved. Updates were provided on the Cal Domestic Project and the Pathfinder Road-Colima interties as well as the Pomona Basin Regional Groundwater Project and Propositions 1 and 84. The next meeting will be held on June 3, 2021.

**7.5**

**Project Ad-Hoc Committee**

Nothing to report.

**7.6**

**Regional Chamber of Commerce**

Director Bellah reported on his virtual attendance at the April 12, 2021 Government Affairs meeting and advised a presentation was given on battery recycling in the City of Industry. The Cadiz Project was discussed.

**7.7**

**PWR Joint Waterline Commission**

Nothing to report. The next meeting will be held on June 10, 2021.

**7.8**

**Sheriff’s Community Advisory Council**

Nothing to report.

**7.9**

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

Director Lu-Yang reported on her virtual attendance at the April 12, 2021 meeting and advised that no water-related issues were discussed.

**7.10**

**City of Industry Council Meeting**

After discussion, the Board requested that the deletion of this committee assignment be included on the May 11, 2021 Consent Agenda.

**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 February 2021. General Manager, Tom Coleman, and Ms. Malner answered questions posed by members of the Board.

## 8.2

### Operations Report

Director of Operations, Dusty Moisio, provided the Board with an overview of the capital projects for fiscal year 2020-21, which included completed projects as well as on-going projects. He also provided the following updates:

- Projects Currently in Pre-Construction Stage: Reservoir 8 RCS, Fullerton Booster RCS
- AMI update: 10,585 meters have been converted to AMI, with a reading accuracy of 99%.
- Field Operations Completed Tasks for the month of February:
  - Water Samples – 169
  - Site Inspections - 84
  - Service Orders Completed - 327
  - Meters Replaced - 184
  - Modules Replaced - 472
  - Dig Alerts – 380
  - Service Lines Repaired- 5
  - System Valves Replaced- 7
  - Air Releases Inspections- 20

## 8.3

### Personnel Report

Nothing to report.

### TAB 9 - ATTORNEY'S REPORT

Nothing to report.

### TAB 10 **CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 7:14 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: 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 7:24 p.m.

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

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

None.

**Future Agenda Item**

- Cancel the City of Industry Committee Assignment

**Late Business**

None.

A motion was made by Director Hsu, seconded by Director Lu-Yang and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:26 p.m.

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ANTHONY J. LIMA  
Board President

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