



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
April 12, 2022 – 6:00 p.m.  
3021 Fullerton Road  
Rowland Heights, CA 91748

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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:**

Director Vanessa Hsu

**OTHERS PRESENT:**

Joseph Byrne, Legal Counsel, Best, Best & Krieger  
Erin Kaiman, CV Strategies  
Jody Roberto, Director, TVMWD  
Kirk Howie, TVMWD

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dusty Moisio, Assistant General Manager  
Myra Malner, Director of Finance  
Gabby Sanchez, Executive Assistant  
Elisabeth Mendez, Compliance and Safety Coordinator  
Allen Davidson, Field Operations Supervisor  
Brittnie Gildea, Education and Community Outreach Coordinator

**ADDITION(S) TO THE AGENDA**

**PUBLIC COMMENT ON NON-AGENDA ITEM**

None.

**1. CONSENT CALENDAR**

Upon motion by Director Lewis, seconded by Director Lu Yang, the Consent Calendar was unanimously approved (4-0), as follows:

**1.1** Approval of the Minutes of Regular Board Meeting Held on March 8, 2022

- 1.2 Approval of the Minutes of Special Board Meeting Held on March 22, 2022
- 1.3 Demands on General Fund Account for February 2022
- 1.4 Investment Report for February 2022
- 1.5 Water Purchases for February 2022
- 1.6 Reschedule the May 10, 2022, Regular Board Meeting Date to May 17, 2022

Next Special Board Meeting: April 26, 2022, 6:00 p.m.

Next Regular Board Meeting: May 17, 2022, 6:00 p.m.

## 2. ACTION ITEMS

### **2.1 Association of California Water Agencies/JPIA Retrospective Premium Adjustment Stabilization Fund Report – Presentation of Refund Check by Mr. Randall Reed**

Mr. Randall Reed, ACWA/JPIA Executive Committee Member, presented the District with a check in the amount of \$42,175, a refund resulting from ACWA/JPIA's Rate Stabilization Fund earned by the District for its low number of worker's compensation claims during CY 2021. As this was an informational presentation only, no Board action was taken.

### **2.2 Review and Approve Directors' Meeting Reimbursements for March 2022**

Upon motion by Director Lewis, seconded by Director Bellah, the Directors unanimously approved (4-0) the Directors' Meeting Reimbursement Report.

### **2.3 Consider Approval of Additional Funds for Office Genset Upgrade in the amount of \$40,000**

Following discussion, a motion was made by Director Lu-Yang, seconded by Director Lewis and unanimously carried (4-0), to approve additional funds in the amount of \$40,000 for the upgrade of the office Genset.

### **2.4 Consider Approval of Additional Funds for Office Asphalt Repair in the amount of \$122,000**

After discussion by the Board and staff, a motion was made by Director Lu-Yang, seconded by Director Bellah and unanimously carried (4-0), to approve additional funds in the amount of \$122,000 for asphalt repair at the District headquarters.

### **2.5 Consider Approval of Additional Funds for Office Security Upgrade in the amount of \$105,000**

After discussion by the Board and staff, a motion was made by Director Lu-Yang, seconded by Director Lewis and unanimously carried (4-0), to approve additional funds in the amount of \$105,000 for security upgrades at District headquarters and remote sites.

### **2.6 Consider Approval of Funds for Colima Widening Project**

General Manager Tom Coleman provided a verbal report on the City of Industry's Colima Road Widening Project. He advised that as a result of the widening of the road, the water main located along Colima Road, between Larkvane Road and Azusa Avenue, must be relocated. Discussion ensued regarding project estimated costs and potential cost-sharing between the District and City of Industry.

Following discussion, a motion was made by Director Lewis, seconded by Director Lu-Yang and unanimously carried (4-0), to approve funds up to \$2,300,000 for the Colima Widening Project, with an added directive to pursue cost-sharing with the City of Industry.

### **3. PUBLIC RELATIONS**

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

In addition to reporting on the items noted in the Communications Outreach Report included in the Board packet, Ms. Kaiman noted CV Strategies is actively collaborating with District staff on the Consumer Confidence Report. Following her report, she took a moment to distribute the printed version of the District's Strategic Plan.

#### **3.2 Education Update**

Ms. Gildea, Education and Community Outreach Coordinator, reported on the activities listed in the Education Outreach Report included in the Board packet. She then spoke on the voluntary employee-sponsored fundraiser, Penny War, designed to raise funds for a charity of choice. This year, District staff raised funds in the amount of \$3,000. Staff selected SHOES THAT FIT® as their 501(c)(3) recipient of choice. Director Lu Yang requested that the District look into the possibility of matching the employee-raised funds. Legal Counsel and staff advised that they would review funding mechanisms for this request.

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

**4.1** ACWA/JPIA Spring Conference – The Board was reminded that the conference will held May 2-5, 2022, in Sacramento.

**4.2** The Board received registration information for CSDA's 2022 Special Districts Legislative Days. However, no Board interest was noted.

### **5. LEGISLATIVE INFORMATION**

**5.1** As a matter of information only, the Board received a PBWA legislative report.

### **6. REVIEW OF CORRESPONDENCE**

**6.1** Mr. Coleman reported on various Notification of PFOA/PFOS letters received from La Habra Heights County Water District. As this was an information item only, no Board action was taken.

**6.2** Mr. Coleman advised that in response to State of California Executive Order N-7-22, the District will enact a level 2 water supply shortage. A resolution for Board consideration will be presented at the May 17, 2022, Board meeting.

### **7. COMMITTEE REPORTS**

**7.1 Joint Powers Insurance Authority** - No update was provided.

**7.2 Three Valleys Municipal Water District** - Directors Lima and Lu Yang reported on TVMWD activities from the March 16 and April 18, 2022, Regular Board meetings. Their

reports included items related to conservation rebates, adoption of the personnel manual/ COLA increase, and draft water rates and charges for CY 2023.

Mr. Coleman then referred to a press release included in the Board packet and entertained discussion regarding MWD's call for conservation.

**7.3 Association of California Water Agencies** – Nothing to report.

**7.4 Puente Basin Water Agency** – It was reported that during the April 8, 2022, regular Agency meeting, the Agency adopted the FY 2022-23 budget, awarded a contract for the Groundwater Management Plan, and received reports on regional water supply reliability programs and Pomona Basin Regional Groundwater Projects.

**7.5 Project Ad-Hoc Committee** - Nothing to report.

**7.6 Regional Chamber of Commerce** - Nothing to report.

**7.7 PWR Joint Waterline Commission** – Nothing to report.

**7.8 Sheriff's Community Advisory Council** - Nothing to report.

**7.9 Rowland Heights Community Coordinating Council (RHCCC)** – Although Director Lu Yang had nothing water-related to report, it was noted that the District received notification that the signal located along the intersection of N. Harbor Boulevard and Fullerton Road will be energized on April 18, 2022.

## **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 28, 2022.

### **8.2 Operations Report**

Assistant General Manager, Dusty Moisio, provided the Board with the following updates:

- AMI update: 13,812 meters have been converted to AMI, with a reception accuracy of 99.4%. The District is now 99.9% AMI meters.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of February:
  - Water Samples – 118
  - Site Inspections - 48
  - Service Orders Completed - 261
  - Meters Replaced - 235
  - Modules Replaced - 0
  - Dig Alerts – 529
  - Service Lines Repaired- 5
  - System Valves Replaced- 1
  - Air Releases Inspections - 0
  - Recycled Water Inspections - 10

- The Board then received an update on the Fullerton Grade Separation Project.

### 8.3 Personnel Report

Noting to report.

### 9. ATTORNEY'S REPORT

Legal counsel, Joseph Byrne, had nothing to report.

### 10. CLOSED SESSION

A closed session was not held in connection with the item listed below:

**a. 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

Accolades were given to District staff for coordinating a successful retirement recognition event for Mr. Dave Warren, former Assistant General Manager.

### Future Agenda Item(s)

- None.

### Late Business

None.

A motion was made by Director Lewis, seconded by Director Bellah, and unanimously carried to adjourn the meeting. The meeting was adjourned at 8:29 p.m.

/s/Anthony Lima  
ANTHONY J. LIMA  
Board President

Attest: /s/Tom Coleman  
TOM COLEMAN  
Board Secretary