



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
May 17, 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  
Director Vanessa Hsu

**ABSENT:**

None.

**OTHERS PRESENT:**

Ryan Guiboa, Legal Counsel, Best, Best & Krieger  
Erin Kaiman, CV Strategies  
Mike Ti, Director, TVMWD  
Sylvie Lee, TVMWD

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dusty Moisiso, Assistant General Manager  
Myra Malner, Director of Finance  
Gabby Sanchez, Executive Assistant  
John Poehler, Projects Manager  
Allen Davidson, Field Operations Supervisor

**ADDITION(S) TO THE AGENDA**

**PUBLIC COMMENT ON NON-AGENDA ITEM**

None.

**1. CONSENT CALENDAR**

General Manager Tom Coleman requested that Consent Calendar item 1.6 be excluded from consideration; thus, the next regular Board meeting shall remain as regularly scheduled: June 14, 2022.

Upon motion by Director Lu Yang, seconded by Director Lewis, the Consent Calendar was unanimously approved (5-0), as follows:

- 1.1 Approval of the Minutes of Regular Board Meeting Held on April 12, 2022
- 1.2 Approval of the Minutes of Special Board Meeting Held on April 26, 2022
- 1.3 Demands on General Fund Account for March 2022
- 1.4 Investment Report for March 2022
- 1.5 Water Purchases for March 2022

Next Special Board Meeting: May 24, 2022, 6:00 p.m.  
Next Regular Board Meeting: June 14, 2022, 6:00 p.m.

## 2. ACTION ITEMS

### 2.1 Review and Approve Directors' Meeting Reimbursements for April 2022

Upon motion by Director Lu Yang, seconded by Director Lewis, the Directors unanimously approved (5-0) the Directors' Meeting Reimbursement Report.

### 2.2 Review and Approve Rowland Water District Operations and Capital Improvement Budget for Fiscal Year 2022-2023

Myra Malner, Director of Finance, presented the FY 2022-2023 Rowland Water District Budget comprised of total Revenues in the amount of \$29,582,400; total Expenses in the amount of \$22,673,600; debt service and CalPERS additional contributions of \$2,467,100; and \$5,542,700 in Capital Improvements consisting of rate-funded and reserve-funded projects.

Upon discussion by the Board and staff, a motion was made by Director Hsu, seconded by Director Lu Yang and unanimously carried (5-0), to adopt the Fiscal Year 2022-2023 Rowland Water District Operations and Capital Improvement Budget as presented.

### 2.3 Review and Approve Schedule of Monthly Salary Ranges Effective July 1, 2022

Upon motion by Director Lu-Yang, seconded by Director Hsu and unanimously carried (5-0), the Board approved the Schedule of Monthly Salary Ranges effective July 1, 2022.

### 2.4 Reorganization of Field Operations Support

General Manager Tom Coleman advised that a reorganization of Field Operations Support department is necessary due to the recent conversion to AMI meters. Thus, staff is proposing the reclassification of one of the two Meter Reader I positions to a Maintenance I.

Following discussion, a motion was made by Director Lewis, seconded by Director Bellah and unanimously carried (5-0), to approve the reorganization of Field Operations Support as presented.

### 2.5 State of California Reservoir Conditions

Included on the Board packet for informational purposes only was the State of California Reservoir Conditions chart. Discussion was entertained regarding State water supply conditions; however, no Board action was taken on this item.

### **3. PUBLIC RELATIONS**

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

Ms. Kaiman presented an update on CV Strategies' communications outreach activities on behalf of the District. Furthermore, she made note that preparation of the 2021 Consumer Confidence Report is underway and indicated that delivery methods of the report shall California Code of Regulations circulation requirements.

#### **3.2 Education Update**

Ms. Sanchez, Executive Assistant, highlighted community outreach and education activities listed in the Education Outreach Report included in the Board packet. She updated the Board on the Water Awareness poster contest and Water Career Forums held April 27-28, 2022. Ms. Sanchez then made note that District staff will soon present a donation check to SHOES THAT FIT® 501(c)(3) organization, the charity District employees selected as recipient of the funds they voluntarily raised during the employee 'Penny War' challenge. Staff further advised that the distribution of shoes will be tailored to students of the Rowland Unified School District.

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

**4.1** The Board received notice of Three Valleys Municipal Water District Leadership Breakfast scheduled for June 23, 2022.

### **5. LEGISLATIVE INFORMATION**

**5.1** As a matter of information only, the Board received notice that the District joined ACWA's effort in opposing unless amended AB 2639 (Quirk): Proposed Bay-Delta Plan Deadlines/Water Rights Moratorium. Mr. Coleman spoke on the proposed amendments detailed in the coalition letter included in the Board packet. He then reported that the District will additionally join the Solve the Water Crisis Coalition, a movement headed by the Western Municipal Water District to bring to light the water supply crisis and the urgency that requires immediate State action to secure California's future water supply.

### **6. REVIEW OF CORRESPONDENCE – None.**

### **7. COMMITTEE REPORTS**

**7.1 Joint Powers Insurance Authority** – Director Hsu spoke on business matters from the May 2, 2022, ACWA/JPIA Conference held in Sacramento.

**7.2 Three Valleys Municipal Water District** - Director Lima reported on TVMWD business matters from the April 20, 2022, Regular Board meeting.

**7.3 Association of California Water Agencies** – Director Lewis provided a brief report on the Region 8 membership meeting which took place on May 4, 2022, during the ACWA Spring Conference in Sacramento.

**7.4 Puente Basin Water Agency** – The next meeting is scheduled for June 2, 2022, at Rowland Water District.

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

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

**7.7 PWR Joint Waterline Commission** – The next meeting is scheduled for June 9, 2022.

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

**7.9 Rowland Heights Community Coordinating Council (RHCCC)** – The Board entertained discussion regarding the City of Industry’s Colima Road widening project, a topic discussed during the May 9, 2022, RHCCC meeting.

## **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 March 31, 2022.

### **8.2 Operations Report**

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

- AMI update: 13,818 meters have been converted to AMI, with a reception accuracy of 99.5%. The District is now 99.9% AMI meters.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of April:
  - Water Samples – 111
  - Site Inspections - 68
  - Service Orders Completed - 299
  - Meters Replaced - 100
  - Modules Replaced - 0
  - Dig Alerts – 356
  - Service Lines Repaired- 7
  - System Valves Replaced- 0
  - Air Releases Inspections - 0
  - Recycled Water Inspections - 15
- The Board then received an update on the Fullerton Grade Separation Project, the Joint Line flow control valve replacement, and large meter replacement status.

### **8.3 Personnel Report**

General Manager Tom Coleman referenced the letter of resignation received from Mr. John Poehler, Projects Manager, and recognized Mr. Poehler for upholding exemplary work ethic during his tenure at the District.

## **9. ATTORNEY’S REPORT**

Legal counsel, Ryan Guiboa, 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**

None.

**Future Agenda Item(s)**

None.

**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 7:44 p.m.

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ANTHONY J. LIMA  
Board President

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