



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
April 11, 2023 – 6:00 p.m.  
3021 Fullerton Road  
Rowland Heights, CA 91748

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**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF DIRECTORS**

President Szu Pei Lu-Yang  
Director Vanessa Hsu  
Director Robert W. Lewis  
Director Anthony J. Lima

**ABSENT:**

Vice President John Bellah

**OTHERS PRESENT:**

Joseph Byrne, Legal Counsel, Best, Best & Krieger  
Tara Bravo Mulally, CV Strategies  
Jody Roberto, TVMWD  
Mike Ti, TVMWD  
Matt Litchfield, TVMWD  
Kyle Miller, Office of Senator Bob Archuleta

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dusty Moio, Assistant General Manager  
Myra Malner, Director of Finance  
Allen Davidson, Director of Operations  
Gabby Sanchez, Executive Assistant  
Brittanie Gildea, Education and Outreach Coordinator

**ADDITION(S) TO THE AGENDA**

None.

**1. CONSENT CALENDAR**

Upon motion by Director Lima, seconded by Director Lewis, the Consent Calendar was unanimously approved as follows:

- 1.1** Approval of Minutes of Regular Board Meeting Held on March 14, 2023
- 1.2** Approval of Minutes of Special Board Meeting Held on March 28, 2023
- 1.3** Demands on General Fund Account for February 2023

1.4 Investment Report for February 2023

1.5 Water Purchases for February 2023

1.6 California Reservoir Conditions

(Motion pass 5-0)

Next Special Board Meeting: April 25, 2023, 6:00 p.m.

Next Regular Board Meeting: May 2, 2023, 6:00 p.m.

## 2. ACTION ITEMS

### 2.1 Review and Approve Directors' Meeting Reimbursements for March 2023

Upon motion by Director Lima, seconded by Director Lewis, the Board unanimously approved the Directors' Meeting Reimbursement Report as presented. (Motion pass 5-0)

### 2.2 Discuss Possible Adjustment to Director Compensation and Instruct Staff Regarding Next Steps

By consensus of the Board, staff was directed to agendize consideration of a possible adjustment to Director compensation for the May 2, 2023, Board meeting to allow for public comment, discussion, and possible Board action. No formal Board action was taken at this moment.

## 3. PUBLIC RELATIONS

### 3.1 Communications Outreach (CV Strategies)

Ms. Tara Bravo Mulally reported on District earned media, highlighting the article "Local Teachers Gifted Grants for Creative Water Education," *California Special Districts*, March-April 2023, Volume 18, Issue 2. She further advised that CV Strategies is working on the redesign of the customer service lobby area and other creative branding projects.

### 3.2 Education Update

Education and Outreach Coordinator Brittnie Gildea advised that during the month of April, RWD staff is scheduled to conduct water cycle activity bracelet activities in several 1<sup>st</sup> Grade classrooms at Blandford Elementary School and to participate in the Walnut/Diamond Bar Sheriff's Station open house event. Brittnie concluded her report by presenting pictures of the April 6, 2023, Mini Solar Boat Challenge event and showcasing "thank you" posters received from students of Blandford Elementary School whose classroom was awarded Splash Cash funds for a water education-related field trip.

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

4.1 Board members were informed of the June 29, 2023, Three Valley Leadership Breakfast and apprised Ms. Sanchez of their availability.

4.2 Board members were informed of the May 16-17, 2023, California Special District Association's (CSDA) Special Districts Legislative Days conference and apprised Ms. Sanchez of their availability.

## 5. LEGISLATIVE INFORMATION

General Manager Tom Coleman reported that the District signed onto coalition letters for the following matters:

- In support of SB 366 (Caballero)– The California Water Plan: long-term supply targets.
- ACWA coalition letter providing feedback on California Air Resources Board's (CARB) Advanced Clean Fleets (ACF) final draft regulatory language.

## 6. REVIEW OF CORRESPONDENCE

General Manager Tom Coleman referred to the letters of appreciation included in the Board packet received from the following entities:

6.1 Rowland Unified School District Board of Education

6.2 Inter-Valley Hospital & Institution

## 7. COMMITTEE REPORTS

7.1 **Joint Powers Insurance Authority** – None.

7.2 **Three Valleys Municipal Water District** – Director Lima spoke on business matters from the March 15, 2023, and April 3, 2023, TVMWD Board meetings.

7.3 **Association of California Water Agencies** – General Manager Coleman discussed ACWA’s election processes for the 2024-’25 term.

Following discussion, upon motion by Director Hsu, seconded by Director Lima, the Board unanimously designated Director Lewis as the District’s voting representative and directed staff to submit the Authorized Voting Representative Form accordingly. (Motion pass 5-0)

7.4 **Puente Basin Water Agency (PBWA)** – Mr. Lima reported on PBWA business matters from the April 4, 2023, meeting.

7.5 **Project Ad-Hoc Committee** – None.

7.6 **Regional Chamber of Commerce** – None.

7.7 **P-W-R Joint Waterline Commission** – None.

7.8 **Sheriff’s Community Advisory Council** – None.

7.9 **Rowland Heights Community Coordinating Council (RHCCC)** – None.

7.10 **Local Agency Formation Commission** – None.

## 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 2023.

### 8.2 Operations Report

Director of Operations, Allen Davidson, provided the Board with field operations tasks completed during the month of March 2023 (as listed below):

- Water Samples – 143
- Site Inspections - 85
- Service Orders Completed - 405
- Meters Replaced - 136
- Modules Replaced - 5
- Dig Alerts – 317

- Service Lines Replaced- 5
- System Valves Replaced- 0
- Air Releases Inspections - 4
- Recycled Water Inspections – 13

**8.3 Personnel Report** – General Manager Tom Coleman advised that the individuals selected to participate in the District’s internship program will soon commence their employment with the District.

**9. ATTORNEY’S REPORT** – none.

**10. ADJOURN TO CLOSED SESSION**

A Closed Session was not held in connection with the items listed below:

**a. Conference with Real Property Negotiator – [§54956.8]**

Property: Portion of Property Located at  
839 S. Azusa Ave., City of Industry, CA  
District Negotiator: Tom Coleman, General Manager  
Negotiating Parties: City of Industry  
Under Negotiation: Price and Terms

**b. Conference with Real Property Negotiator – [§54956.8]**

Property: Assessor Parcel Numbers 8266-002-900, 8266-002-901 and  
8269-003-903  
District Negotiator: Tom Coleman, General Manager  
Negotiating Parties: Puente Hills Habitat Authority  
Under Negotiation: Price and Terms of Payment

**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 Lima, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:02 p.m.

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SZU PEI LU-YANG  
Board President

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