



Minutes of the Adjourned Meeting  
of the Board of Directors of the Rowland Water District  
December 17, 2019 – 6:00 p.m.  
Location: District Office

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**PLEDGE OF ALLEGIANCE**

President Robert W. Lewis opened the meeting with a dedication to recently deceased Three Valleys' Director, Joe Ruzicka.

**ROLL CALL OF DIRECTORS**

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

**ABSENT:**

None.

**OTHERS PRESENT:**

Ryan Guiboa, Legal Counsel, Best Best & Krieger  
Erin LaCombe Gilhuly, CV Strategies  
Denise Jackman, Three Valleys Municipal Water District  
Kirk Howie, Three Valleys Municipal Water District  
David and Teri Malkin, Residents

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dave Warren, Assistant General Manager  
Rose Perea, Director of Administrative Services  
Dusty Moisio, Director of Operations  
Roy Frausto, Engineering and Compliance Manager

**ADDITION(S) TO THE AGENDA**

None.

**PUBLIC COMMENT ON NON-AGENDA ITEM**

David Malkin, Resident, offered his condolences to the District on the passing of Three Valleys Director, Joe Ruzicka, who died on December 13, 2019. Director Ruzicka attended the Rowland Water District Board meetings regularly.

## **TAB 1 – CONSENT CALENDAR**

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

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah  
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 November 12, 2019**

#### **1.2**

#### **Approval of the Minutes of Special Board Meeting Held on November 26, 2019**

#### **1.3**

#### **Demands on General Fund Account for October 2019**

#### **1.4**

#### **Investment Report for October 2019**

#### **1.5**

#### **Water Purchases for October 2019**

Next Regular Board Meeting

January 14, 2020, 6:00 p.m.

## **Tab 2 – ACTION ITEMS**

#### **2.1**

#### **Review and Approve Directors' Meeting Reimbursements for November 2019**

Upon Motion by Director Lima, seconded by Director Rios, the Directors' Meeting Reimbursement Report was approved as follows:

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

#### **2.2**

#### **Approve Executive Officer Positions of the Board of Directors for 2020**

After discussion, upon motion by Director Lima, seconded by Director Rios, the Board unanimously approved Director Robert W. Lewis' election to serve as President for calendar year 2020 and Director Teresa Rios' election to serve as Vice President for calendar year 2020.

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

### 2.3

#### **Review and Approve Board of Directors' Committee Assignments for 2020**

All Committee assignments for the 2020 calendar year were discussed. A motion was made by Director Lima, seconded by Director Rios, and unanimously approved, to confirm the following committee assignments for the 2020 calendar year:

Puente Basin Water Agency	Director Lewis Director Lima Tom Coleman, Alternate
PWR Joint Water Line Commission	Director Lima Director Rios, Alternate
Three Valleys Municipal Water District	Director Lima Director Lu-Yang
Association of California Water Agencies	Director Bellah Director Lewis
Joint Powers Insurance Authority	Director Lewis Tom Coleman, Alternate
San Gabriel Valley Regional Chamber of Commerce-Government Affairs Committee	Director Lewis, Voting Member Director Bellah, Alternate
Los Angeles County Sheriff's Department Advisory Council	Director Lu-Yang Director Rios
Project Ad-Hoc Committee	Director Lima Director Lu-Yang
Rowland Heights Community Coordinating Council	Director Bellah Director Lu-Yang
Hacienda Heights Improvement Association	Director Lima

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

### 2.4

#### **Approve/Confirm Appointment of Directors to Serve on the Puente Basin Water Agency**

A motion was made by Director Bellah, seconded by Director Lu-Yang, and unanimously carried to confirm the appointment of Director Lima and Director Lewis as Commissioners of the Puente Basin Water Agency and General Manager, Tom Coleman, as Alternate Commissioner.

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

## 2.5

### **Review and Approve Resolution No. 12-2019 of the Board of Directors Rescinding the Level 1 Water Supply Shortage Declaration**

After discussion, a motion was made by Director Lima, seconded by Director Rios, to approve Resolution No. 12-2019 Rescinding the Level 1 Water Supply Shortage Declaration. The motion was approved by the following roll-call vote:

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

Motion passed by a vote of 5-0.

## 2.6

### **Review and Approve Resolution No. 12.1-2019 of the Board of Directors Appointing Representatives to the Puente Basin Water Agency**

A motion was made by Director Bellah, seconded by Director Lima, to approve Resolution No. 12.1-2019 appointing Director Lima and Director Lewis as Commissioners of the Puente Basin Water Agency and General Manager, Tom Coleman, as Alternate Commissioner to represent the District. The motion was approved by the following roll-call vote:

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

Motion passed by a vote of 5-0.

## 2.7

### **Approve/Confirm Appointment of Directors to Serve on the Pomona-Walnut-Rowland Joint Water Line Commission**

A motion made by Director Bellah, seconded by Director Lu-Yang, for the appointment of Director Lima as Commissioner, and Director Rios as alternate, to serve on the Pomona-Walnut-Rowland Joint Water Line Commission. The motion was unanimously carried.

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

## 2.8

### **Review and Approve Resolution No. 12.2-2019 Establishing the Rowland Water District Investment Policy**

After discussion, a motion was made by Director Lima, seconded by Director Rios, to approve Resolution No. 12.2-2019 Establishing the Rowland Water District Investment Policy. The motion was approved by the following roll-call vote:

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

Motion passed by a vote of 5-0.

## 2.9

### **Review and Approve Resolution No. 12.3-2019 Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager/Treasurer**

After discussion, a motion was made by Director Lima, seconded by Director Lu-Yang, to approve Resolution No. 12.3-2019 Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager. The motion was approved by the following roll-call vote:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah

Noes: None

Abstain: None

Absent: None

Motion passed by a vote of 5-0.

## 2.10

### **Public Relations (Rose Perea)**

Rose Perea reported eight Edu-Bucks were awarded: Blandford-1; Rowland Elementary-6; and Jellick-1, totaling \$7403.93. The MWD Poster Contest ceremony was held on December 11, 2019; Media Contest applications are due February 13, 2020 and Scholar Program applications are due January 23, 2020.

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

Erin LaCombe Gilhuly, CV Strategies, reported that the conservation microsite will be launching in one week and a press release will be issued the first week in January. She advised that the new site is very interactive and includes puzzles for kids and a water use calculator. A customer service workshop was held at the District on December 16, 2019 to review the information contained in the legislative microsite as well as the conservation and water quality information provided on the website to enable customer service staff to better answer questions posed by customers. The updated information cards for the Board will be ready for distribution at the next Board meeting.

### **Education Update**

Provided for information purposes only.

## 2.11

### **Discussion of Upcoming Conferences, Workshops, or Events (including items that may have arisen after the posting of the Agenda)**

- Wedgeworth K-8 School Project Environmental Impact Report (EIR) Public Meeting, Saturday December 14, 2019, 10:00 a.m. – 11:30 a.m., Wedgeworth Elementary School, 16949 Wedgeworth Drive, Hacienda Heights, CA  
*No action taken.*
- San Gabriel Valley Water Forum, April 16, 2020, 8:00 a.m. to 1:30 p.m., Hilton Los Angeles/San Gabriel, 225 W. Valley Boulevard, San Gabriel, CA  
*The Board asked staff to include this item on the March agenda.*

## **TAB 3 LEGISLATIVE INFORMATION**

### **3.1**

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

None.

## **TAB 4 REVIEW OF CORRESPONDENCE**

None.

## **TAB 5 COMMITTEE REPORTS**

### **5.1**

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

JPIA President's Special Recognition Awards provided for information purposes only.

### **5.2**

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

Director Lima reported on his attendance at the November 20, 2019 Board meeting and advised that members of the public were present to voice their opposition to the Cadiz project.

### **5.3**

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

Director Lewis reported on his attendance at the ACWA Fall Conference held in San Diego, CA, December 3-6, 2019.

### **5.4**

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

Director Lima reported on his attendance at the meeting held on December 12, 2019 at Walnut Valley Water District and advised that a Davis Farr, LLP, representative participated in a teleconference to present the audited 2018-2019 financial statements. After discussion, the 2018-2019 financial statements were approved as presented. The Commissioners authorized the Administrative Officer to execute Change Order No. 1 for \$201,271.64 in connection with the 20" Pathfinder transmission main. An update was provided in connection with Proposition 84.

### **5.5**

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

Nothing to report.

### **5.6**

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

The Government Affairs Committee met at the Rowland Water District on November 18, 2019. General Manager, Tom Coleman, presented a "System Overview" of District facilities and equipment which was very well received by members of the Government Affairs Committee.

### **5.7**

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

Nothing to report. The next meeting will be held on February 13, 2020.

### **5.8**

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

Nothing to report.

## 5.9

### **Rowland Heights Community Coordinating Council**

Director Lu-Yang advised that Deputy Denver from the Walnut Sheriff's Department provided information on holiday safety at the December 16, 2019 meeting.

## 5.10

### **Hacienda Heights Improvement Association**

Director Lima reported on his attendance at the December 16, 2019 meeting and advised that a six-cent property tax increase, based on square footage, was proposed by Supervisor Janice Hahn's office for the fire department. The Industry Sheriff's Department presented a report and advised that car thefts have increased. On March 27, 2020, the meeting location will move to the Hacienda Heights Recreation Center on Turnbull Canyon Road.

## **TAB 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS**

### 6.1

#### **Finance Report**

General Manager, Tom Coleman, presented a year-to-date Revenue and Expense Report by Category and Consumption by Class through October 31, 2019.

### 6.2

#### **Operations Report**

Director of Operations, Dusty Moisio, provided updates on the following projects:

- Valve Replacement Program – Year-to-date, 60 system valves have been replaced. The District is entering into an agreement with a contractor to complete an additional 50 valves.
- AMI Meter Replacement Program – Year-to-date, 500 meter bodies and 2,500 modules have been replaced.

### 6.3

#### **Personnel Report**

General Manager, Tom Coleman, introduced the Engineering and Compliance Manager and advised that he started with the District on December 2, 2019. The Meter Reader I position was filled with a former intern. Three of the four most recent interns have been hired to full-time positions in the water industry.

## **TAB 7 ATTORNEY'S REPORT**

Nothing to report.

## **TAB 8 CLOSED SESSION**

Legal Counsel, Ryan Guiboa, advised that a closed session was not required in connection with the items listed below.

### **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: 18938 Granby Place, Rowland Heights, CA 91748  
District Negotiator: Tom Coleman, General Manager  
Negotiating Parties: Mark I. Chen Revocable Living Trust dated 9-8-17  
Under Negotiation: Price and Terms

**c. 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**

General Manager, Tom Coleman, reflected on Director Joe Ruzicka and his dedication to the water industry and genuine kindness to all individuals he encountered daily.

**Future Agenda Items**

- San Gabriel Valley Water Forum, April 16, 2020, 8:00 a.m. to 1:30 p.m., Hilton Los Angeles/San Gabriel, 225 W. Valley Boulevard, San Gabriel, CA

**Late Business**

None.

A motion was made by Director Lima, seconded by Director Rios, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:21 p.m.

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ROBERT W. LEWIS  
Board President

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