



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
May 12, 2020 – 4:00 p.m.  
Location: District Office

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**PLEDGE OF ALLEGIANCE**

**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:**

Joseph P. Byrne, Legal Counsel, Best Best & Krieger  
Erin Gilhuly, CV Strategies  
Denise Jackman, Director, Three Valleys Municipal Water District  
Kirk Howie, Three Valleys Municipal Water District

**ROWLAND WATER DISTRICT STAFF**

Tom Coleman, General Manager  
Dave Warren, Assistant General Manager  
Rose Perea, Director of Administrative Services  
Dusty Moisio, Director of Operations

**ADDITION(S) TO THE AGENDA**

None.

**PUBLIC COMMENT ON NON-AGENDA ITEM**

None.

## **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 Special Board Meeting Held on April 14, 2020**

### **1.2**

**Demands on General Fund Account for March 2020**

### **1.3**

**Investment Report for March 2020**

### **1.4**

**Water Purchases for March 2020**

Next Special Board Meeting

May 26, 2020, 4:00 p.m.

Next Regular Board Meeting

June 16, 2020, 4:00 p.m.

## **Tab 2 – ACTION ITEMS**

### **2.1**

**Review and Approve Directors' Meeting Reimbursements for April 2020**

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**

**Review and Approve final RWD Financial Audit Report for Fiscal Year 2018-2019 Prepared by White Nelson Diehl Evans LLP**

General Manager, Tom Coleman, noted that no changes were made to the "Draft" Audit previously presented for approval. After Discussion by the Board a motion was made by Director Rios, seconded by Director Lu-Yang, to approve the Audit as presented. The motion was unanimously approved as follows:

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

## 2.3

### **Review and Approve Resolution No. 5-2020 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)**

General Manager, Tom Coleman, provided information on the requirement to adopt the Resolution. After discussion, a motion was made by Director Lu-Yang, seconded by Director Lima and unanimously carried. 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.

## 2.4

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

Mrs. Perea advised that 300 posters had been received for judging by the District. The final top ten selected will be sent to MWD for entry into the 2021 MWD “Water is Life” Poster Contest. Public Affairs Representative, Brittne Van De Car, continues to telecommunicate with the teachers throughout District schools via Zoom. The District has been nominated for a CAPIO Award in graphic design for its Newsletter and for last last year’s Consumer Confidence Report (CCR). The CCR postcard has been finalized by CV Strategies and will be printed for circulation to District customers prior to July 1, 2020.

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

Erin Gilhuly advised that CV Strategies will prepare press releases on the Audit approval, Emergency Response, At-Home Education Toolkit and the CAPIO Nominations. CV Strategies is continuing to pursue the publication of an op-ed with the San Gabriel Valley Tribune on COVID-19 and water quality. They are working with District staff on finalizing the CCR.

### **Education Update**

Provided for information purposes only.

## 2.5

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

- None.

## **TAB 3 LEGISLATIVE INFORMATION**

### **3.1**

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

General Manager, Tom Coleman, advised the Board that State Legislators are currently tasked with dealing with the Budget and revenue shortfall projections.

## **TAB 4 REVIEW OF CORRESPONDENCE**

- **Memorandum from Lagerloff LLP – LAFCO Representative Election Results**  
*For information purposes only.*

## **TAB 5 COMMITTEE REPORTS**

### **5.1**

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

General Manager, Tom Coleman, advised that a virtual meeting of the Property Committee will be held on June 11, 2020. He noted that the ACWA budget is built around the conference revenue they generate. They are considering virtual conferences at reduced rates to reduce the cash shortfalls.

### **5.2**

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

Director Lima reported on his attendance at the April 15, 2020 Board meeting and advised that the FY 2020-21 Budget was approved and a Resolution adopting CY 2021 water rates and fees was approved. A Resolution to adjust and collect the water standby charge was presented for approval. A temporary Personnel Policy due to COVID-19 was approved. The meeting held on May 6, 2020 had protestors in connection with the Cadiz Project present. The General Manager's purchasing authority was increased to \$75,000. It is estimated that the Grand Avenue Well will be put into operation on May 27, 2020; they have started drilling a second well and the project will be going out to bid.

### **5.3**

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

Director Lewis advised that the ACWA Spring Conference will be re-scheduled as a virtual conference.

### **5.4**

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

Nothing to report.

### **5.5**

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

Nothing to report. The next meeting will be held on June 4, 2020.

### **5.6**

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

Director Lewis reported on his virtual attendance at the Government Affairs Committee teleconference meeting held on May 11, 2020 and advised that an update was provided by Sean Snider, Director, University of La Verne Small Business Development Center, on how the business community has been affected by COVID-19 and the resources available to businesses.

### **5.7**

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

Nothing to report. The next meeting will be held in June.

### **5.8**

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

Nothing to report.

## **5.9**

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

Nothing to report. The RHCCC will be dark until the Governor lifts the COVID-19 Safer-At-Home Stay Order.

## **5.10**

### **Hacienda Heights Improvement Association**

Nothing to report.

## **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 March 2020.

### **6.2**

#### **Operations Report**

Director of Operations, Dusty Moiso, provided an update on the Recycled Water Future 3 Project which consists of 7,800 linear feet of 8" recycled water pipeline. The construction of the project was awarded to J. De Sigio Construction, Inc. and is a 100% developer funded project. This project will provide 19 new recycled water connections.

### **6.3**

#### **Personnel Report**

General Manager, Tom Coleman, advised that there are no new updates on the recruitment for a new Finance Officer. An intern interviewed prior to the COVID-19 situation has agreed to join the District. He will be on-boarded in June.

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

Legal counsel, Joe Byrne, reported on activity at the State level in connection with permits on the State Water Project and potential lawsuits relating to permits necessary to operate the Project. There is an agreement in principle between the State Water Contractors and the Department of Water Resources regarding participation in and payment for the one-tunnel concept.

## **TAB 8 CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 5:34 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: 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

The closed session was adjourned, and the Board resumed the meeting in open session at 6:01 p.m.

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

**General Manager's and Directors' Comments**

General Manager, Tom Coleman, advised the Board that the May 26, 2020 Special Board Meeting will be a Budget Workshop.

**Future Agenda Items**

None.

**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 6:04 p.m.

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ROBERT W. LEWIS  
Board President

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