



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
December 13, 2022 – 6:00 p.m.
3021 Fullerton Road
Rowland Heights, CA 91748
Zoom at: <https://us02web.zoom.us/j/8759899861>

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

President Anthony J. Lima
Vice President Szu Pei Lu-Yang (Arrived at 6:03 p.m.)
Director John Bellah
Director Vanessa Hsu
Director Robert W. Lewis

ABSENT:

None.

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best, Best & Krieger
Tara Bravo, CV Strategies
Mike Ti, Director, TVMWD
Blake Ward

REMOTE PARTICIPATION:

Jody Roberto, TVMWD
Matt Litchfield, TVMWD
Brian Bowcock

ROWLAND WATER DISTRICT STAFF

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

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

1. Adoption of RWD Resolution No. 12-2022, Authorizing Virtual Board Meetings and Committee Meetings Pursuant to AB 361

Upon motion by Director Lewis, seconded by Director Lu-Yang, the Board unanimously adopted RWD Resolution No 12-2022, Authorizing Virtual Board Meetings and Committee Meetings Pursuant to AB 361, by the following roll call vote:

AYES:	Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES:	None
ABSENT:	None
ABSTAIN:	None

(Motion pass 5-0)

2. Administer Oath of Office

Appointing Officer Tom Coleman, in his capacity as Board Secretary, administered oaths of office to the following four individuals for the offices of Director in Division 1, 3, 4, and 5 as listed below:

- Vanessa Hsu, Division 1, unexpired term ending December 6, 2024
- John Bellah, Division 3, full term ending December 4, 2026
- Robert Lewis, Division 4, full term ending December 4, 2026
- Szu Pei Lu-Yang, Division 5, full term ending December 4, 2026

3. Adoption and Presentation of RWD Resolution No. 12.1-2022, Honoring Brian Bowcock's Twenty Years of Distinguished Service as a Director of the Three Valleys Municipal Water District

General Manager Tom Coleman welcomed and introduced Mr. Brian Bowcock, former Board member of Three Valleys Municipal Water District. Board members took a moment to thank Mr. Bowcock for his years of dedicated service to the water industry.

Following discussion, upon motion by Director Lu-Yang, seconded by Director Hsu, the Board unanimously adopted RWD Resolution No. 12.1-2022, Honoring Brian Bowcock's Twenty Years of Distinguished Service as a Director of the Three Valleys Municipal Water District, by the following roll call vote:

AYES:	Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES:	None
ABSENT:	None
ABSTAIN:	None

(Motion pass 5-0)

4. CONSENT CALENDAR

Upon motion by Director Lu-Yang, seconded by Director Hsu, the Consent Calendar was unanimously approved (5-0) by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None
(Motion pass 5-0)

- 4.1 Approval of Minutes of Regular Board Meeting Held on November 8, 2022
- 4.2 Demands on General Fund Account for October 2022
- 4.3 Investment Report for October 2022
- 4.4 Water Purchases for October 2022
- 4.5 California Reservoir Conditions

Next Special Board Meeting: December 20, 2022, 6:00 p.m.
Next Regular Board Meeting: January 10, 2023, 6:00 p.m.

5. ACTION ITEMS

5.1 Review and Approve Directors' Meeting Reimbursements for November 2022

Upon motion by Director Lewis, seconded by Director Lu-Yang, the Board unanimously approved the Directors' Meeting Reimbursement Report as presented by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

5.2 Consider Adoption of RWD Resolution No. 12.2-2022, Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager/Treasurer

Upon motion by Director Bellah, seconded by Director Lu-Yang, the Board unanimously adopted RWD Resolution No. 12.2-2022, Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager/Treasurer by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

5.3 Approve Executive Officer Positions of the Board of Directors for 2023

Upon motion by Director Lewis, seconded by Director Hsu, the Board of Directors conducted is biennial rotation of officer positions and unanimously approved as follows:

Szu Pei Lu-Yang, to serve as Board President for the calendar years 2023 and 2024

John Bellah, to serve as Board Vice-President for the calendar years 2023 and 2024

The motion was carried (5-0) by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Although the rotation of officer positions was conducted, Director Lima continued to chair the remainder of the meeting.)

5.4 Review and Approve Board of Directors Committee Assignments

Upon motion by Director Lu-Yang, seconded by Director Hsu, the Board unanimously approved Committee assignments for 2023, as listed below:

Puente Basin Water Agency	Director Lewis Director Lima Tom Coleman, Alternate
PWR Joint Water Line Commission	Director Lima Director Bellah, 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 Hsu Director Lewis, Alternate
San Gabriel Valley Regional Chamber of Commerce-Government Affairs Committee	Director Bellah, Voting Member Director Lewis, Alternate
Los Angeles County Sheriff's Department Advisory Council	Director Lu-Yang
Project Ad-Hoc Committee	Director Lima Director Lu-Yang
Rowland Heights Community Coordinating Council	Director Bellah Director Lu-Yang

The motion was approved by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

5.5 Consider Adoption of RWD Resolution No. 12.3-2022 Appointing Representatives to the Puente Basin Water Agency

Upon motion by Director Lu-Yang, seconded by Director Hsu, the Board unanimously adopted RWD Resolution No. 12.3-2022, Appointing Anthony J. Lima and Robert W. Lewis as representatives and Tom Coleman as alternate representative of the RWD to serve on the Commission of the Puente Basin Water Agency by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

5.6 Confirm Appointment of Representatives to the Pomona-Walnut-Rowland Joint Water Line Commission

Upon motion by Director Bellah, seconded by Director Lewis, the Board unanimously appointed Anthony J. Lima as Commissioner, and John Bellah as alternate, to serve on the Pomona-Walnut-Rowland Line Commission by the following roll call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

5.7 Approve Cost of Living Increase for all Employees Based on Merit

A motion was made by Director Hsu, and seconded by Director Lu-Yang, to approve the 6% Cost of Living Increase for all employees based on merit effective January 1, 2023, by the following roll-call vote:

AYES: Directors Bellah, Hsu, Lewis, Lima, Lu-Yang
NOES: None
ABSENT: None
ABSTAIN: None

(Motion pass 5-0)

6. PUBLIC RELATIONS

6.1 Communications Outreach (CV Strategies)

Ms. Bravo reported on CV Strategies' communications outreach activities performed on behalf of the District during the month of November 2022, highlighting in particular the publication of the drought op-ed, responses to the drought op-ed, and upcoming customer messaging campaigns.

6.2 Education Update

Education and Outreach Coordinator Brittne Gildea provided the Board with an update on community outreach and water education activities as listed in the Education Outreach Report included in the Board packet. She noted that the District selected participants for the first round of front yard residential landscape conversions.

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

The Board was informed of the February 23, 2023, Three Valleys Municipal Water District Leadership Breakfast and the Urban Water Institute February 22-24, 2023, Spring Water Conference.

8. LEGISLATIVE INFORMATION – None.

9. REVIEW OF CORRESPONDENCE – None.

The Board acknowledged receipt of ACWA/JPIA's "President's Special Recognition Award."

10. COMMITTEE REPORTS

10.1 Joint Powers Insurance Authority – Director Hsu apprised the Board of ACWA/JPIA business matters discussed during the November 28, 2022, conference.

10.2 Three Valleys Municipal Water District – Director Lima spoke on business matters from the November 16 and December 7, 2022, TVMWD Board meetings.

10.3 Association of California Water Agencies – Director Lewis reported on ACWA General Session Membership Meeting business matters held on November 30, 2022.

10.4 Puente Basin Water Agency (PBWA) – Director Lima highlighted discussion items from the December 8, 2022, PBWA meeting.

10.5 Project Ad-Hoc Committee – President Lu-Yang noted the Project Ad-Hoc Committee met on December 15, 2022, to discuss items for future Board consideration.

10.6 Regional Chamber of Commerce – Nothing to report.

10.7 P-W-R Joint Waterline Commission – Nothing to report.

10.8 Sheriff's Community Advisory Council - Nothing to report.

10.9 Rowland Heights Community Coordinating Council (RHCCC) – Nothing to report.

11. OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

11.1 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 October 2022.

11.2 Operations Report

Director of Operations, Allen Davidson, provided the Board with field operations tasks completed during the month of November (as listed below). Both he and Mr. Moio followed with presentations on the status of the Colima Road widening project and the purchase of a new portable generator.

- Water Samples – 136
- Site Inspections - 68
- Service Orders Completed - 318
- Meters Replaced - 43
- Modules Replaced - 0
- Dig Alerts – 288
- Service Lines Replaced- 4
- System Valves Replaced- 0
- Air Releases Inspections - 1
- Recycled Water Inspections – 18

11.3 Personnel Report

General Manager Tom Coleman provided updates on recruitment of the Project Manager and Maintenance I positions.

12. ATTORNEY’S REPORT – None.

13. 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 – General Manager Tom Coleman took a moment to highlight the District’s 2022 achievements while recognizing staff’s performance during the calendar year and thanking the Board for their guidance.

Future Agenda Item(s) – None.

Late Business – None.

A motion was made by Director Hsu, seconded by Director Bellah, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:54 p.m.

ANTHONY J. LIMA
Board President

Attest: _____
TOM COLEMAN
Board Secretary